

## RESOLUTIONS ADOPTED

March 18, 2020

**2020-033 RESOLUTION TO AMEND PERMANENT APPROPRIATIONS FOR 2020 FISCAL YEAR**

**2020-034 RESOLUTION TO AUTHORIZE PAYMENT OF \$6,040.00 TO CAREWORKSCOMP FOR THE OHIO TOWNSHIP ASSOCIATION 2021 WORKERS' COMPENSATION GROUP RATING PROGRAM RENEWAL**

**2020-035 RESOLUTION TO AUTHORIZE PAYMENT OF \$164,699.95 TO DAN FAITH CONSTRUCTION FOR WIND DAMAGE AT STATION 3. THIS WAS REIMBURSED BY THE PUBLIC ENTITY RISK SERVICES OF OHIO**

**2020-036 RESOLUTION DECLARING APRIL CHILD ABUSE PREVENTION MONTH IN PAINESVILLE TOWNSHIP**

**2020-037 RESOLUTION TO AUTHORIZE PAYMENT OF \$34,937.41 TO MORTON SALT FOR ROAD SALT FOR THE SERVICE DEPARTMENT**

**2020-038 RESOLUTION HIRING DUDE SOLUTIONS INC. TO PROVIDE ZONING SOFTWARE FOR THE TOWNSHIP**

## MINUTES

The Board of Painesville Township Trustees met for a regular meeting at 7:30 P.M. on Wednesday, March 18, 2020 at 55 Nye Road. The meeting was called to order at 7:30 P.M. by Chairman Hillier. Present: Trustees Gabe Cicconetti, Chuck Hillier, Josh Pennock, Administrator Michael Manary, and Fiscal Officer Michael Patriarca, Legal Advisor Matt Lallo was excused.

Various topics, agenda items and departmental matters were brought before the board including the approval of minutes from the previous meetings March 3, 2020 and March 12, 2020.

### SUMMARY OF WORK SESSION:

Administrator Manary summarized the work session noting the following:

- Gabe made a motion to go into Executive Session at 5:30 P.M., seconded by Josh Pennock to interview a candidate for the Legal Advisor's position. They came out of Executive Session at 5:58 P.M. and started the work session at 6:00 P.M.
- Most of the work session was to discuss the Coronavirus and the crisis that is going on and what the Township is going to do to keep the buildings and employees safe. The following changes were decided:
- Effective March 19, 2020, Painesville Township will enact the following policies to protect the public and our employees during the coronavirus outbreak.
  - All Township buildings, (Township Hall, Service Garage, and all three Fire Stations) will be closed to the public. Business will be handled by telephone and by email.
  - Necessary paperwork may be dropped off inside the front door of Township Hall. The inside door will remain locked.
  - In limited cases, you may be able to pick up documents and permits inside the front door. Call Township Hall or the Zoning Department ahead of time to make arrangements.
  - The Township Service Department will be split into two separate shifts. This may impact our response time for certain calls.
  - The brush drop off area behind the Service Garage will open on Wednesdays and Saturdays, starting on April 1st. Please do not get out of your car. Members of the Service Department will remove the brush from your vehicle.
  - Door to door solicitation has been suspended.

These restrictions will remain in effect until April 7, 2020. The Trustees will evaluate the safety precautions at that time.

Township Hall and the Zoning Department will continue to be staffed and process work. Please call if you have questions between the hours of 8:00 a.m. and 4:30 p.m..

- Township Hall and Zoning - 440-352-1443
- Service Garage - 440-352-2661
- Fire Station 1 - 440-352-7443
- Fire Station 2 - 440-352-6996
- Fire Station 3 - 440-358-1713

Please be assured that the Board of Trustees want to make every effort to continue providing the services our residents expect. We will continue to exercise all of the safety precautions recommended by the Lake County General Health District until this crisis has subsided.

- The Trustees discussed the Painesville Senior Center and they are participating with the Lake County General Health District in their Village to Village plan for the Painesville Senior Citizens Center.
- The Fire Chief gave an update on staffing at the Stations and other measures that the Fire Department is taking to keep the firemen safe.
- The Service Department also gave an update on staffing at the Service Department and other measures that they are taking to keep the Service Department safe. The Service Director discussed Hadden Park Signage. The Service Director discussed seasonal help for the Service Department.
- The Zoning Department gave an update on approving an agreement for new Zoning software and an update on the complaint procedures.

**OLD BUSINESS:** None

**NEW BUSINESS:** None

**LAKE COUNTY SHERIFF'S OFFICE REPORT:** No report given

**DEPARTMENT REPORTS:**

- **SERVICE DEPARTMENT:** Nothing to report.
- **FIRE DEPARTMENT:** The Department has not made a decision if they will hold their CPR class at Station 3 on April 25<sup>th</sup>.
- **ZONING DEPARTMENT:** Nothing to report.
- **LEGAL ADVISOR:** Nothing to report.
- **ADMINISTRATOR:** Gave an update that unfortunately we had to cancel our St. Patrick's Day Parade due to the Coronavirus.

**FISCAL OFFICER:** Request resolution to amend permanent appropriations for 2020 Fiscal Year

General fund	1,016,777
Motor vehicle license tax	50,000
Gasoline tax	300,000
Road and bridge fund	1,811,474
Police district	769,771
Fire district	5,291,254
Permissive motor vehicle license tax	200,000
Lighting assessment	137,610
OPWC Grant	300,000
Total All Funds	9,876,886

**TRUSTEES:**

Motion to - Acknowledge receipt from the Zoning Commission of Zoning Case 19-ZC-05 with a recommendation to approve as modified and to set a public hearing on the matter for 11:00 AM on Tuesday, April 7, 2020

Motion to - Acknowledge receipt from the Zoning Commission Case 20-ZC-01 with a recommendation to approve as modified and to set a public hearing on the matter to follow the hearing on case 19-ZC-05 on Tuesday, April 7, 2020

Motion to - Acknowledge receipt from the Zoning Commission of Zoning Case 20-ZC-03 with a recommendation to approve as modified and to set a public hearing on the matter to follow the hearing on case 20-ZC-01 on Tuesday, April 7, 2020

**BILLS PAID**

Various bills, payroll and related disbursements were presented, examined and approved for payment.

**RESOLUTIONS ADOPTED**

2020-033 RESOLUTION TO AMEND PERMANENT APPROPRIATIONS FOR THE 2020 FISCAL YEAR

RESOLVED: We, the Painesville Township Board of Trustees hereby adopt that the following sums be set aside and permanently be appropriated during the fiscal year January 1 through December 31, 2020.

General fund	1,016,777
Motor vehicle license tax	50,000
Gasoline tax	300,000
Road and bridge fund	1,811,474
Police district	769,771
Fire district	5,291,254
Permissive motor vehicle license tax	200,000
Lighting assessment	137,610
OPWC Grant	300,000
Total All Funds	9,876,886

2020-034 RESOLUTION TO AUTHORIZE PAYMENT OF \$164,699.95 TO DAN FAITH CONSTRUCTION FOR WIND DAMAGE AT STATION 3. THIS WAS REIMBURSED BY THE PUBLIC ENTITY RISK SERVICES OF OHIO

RESOLVED, We the Painesville Township Trustees, authorize payment of \$164,699.95 to Dan Faith Construction for wind damage at Station 3, this was reimbursed by the Public Entity Risk Services of Ohio

2020-035 RESOLUTION DECLARING APRIL CHILD ABUSE PREVENTION MONTH IN PAINESVILLE TOWNSHIP

RESOLVED, We the Painesville Township Trustees declare April Child Abuse Prevention Month in Painesville Township

2020-036 RESOLUTION TO AUTHORIZE PAYMENT OF \$34,937.41 TO MORTON SALT FOR ROAD SALT FOR THE SERVICE DEPARTMENT

RESOLVED, We the Painesville Township Trustees authorize payment of \$34,937.41 to Morton Salt for road salt for the Service Department

2020-037 RESOLUTION HIRING DUDE SOLUTIONS INC. TO PROVIDE ZONING SOFTWARE FOR THE TOWNSHIP

RESOLVED, We the Painesville Township Trustees authorize hiring Dude Solutions Inc. to provide Zoning Software for the Township.

Chairman Chuck Hillier made a motion to close the meeting at 7:48 P.M., seconded by Josh Pennock passed unanimously.

**ADJOURNMENT**



Chuck Hillier, Chairman



Michal Patriarca, Fiscal Officer

**Payment Listing**

3/4/2020 to 3/18/2020

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
525-2020	03/06/2020	03/04/2020	CH	EXPERT PAY	\$6.00	O
528-2020	03/16/2020	03/16/2020	CH	POSTALIA TDCPOSTAGE	\$500.00	O
621-2020	03/18/2020	03/18/2020	CH	JP MORGAN CHASE BANK	\$48.91	O
58198	03/10/2020	03/10/2020	AW	BROWN ENTERPRISE SOLUTIONS	\$1,010.51	O
58199	03/10/2020	03/10/2020	AW	CLASSIC CHEVROLET	\$298.00	O
58200	03/10/2020	03/10/2020	AW	DANIELLE THOMPSON	\$150.00	O
58201	03/10/2020	03/10/2020	AW	JOUGHIN HARDWARE	\$46.00	O
58202	03/10/2020	03/10/2020	AW	LAKE COUNTY DEPARTMENT OF UTILITIES	\$534.06	O
58203	03/10/2020	03/10/2020	AW	DAN FAITH CONSTRUCTION	\$164,699.95	O
58204	03/10/2020	03/10/2020	AW	NICK HRIBAR	\$150.00	O
58205	03/10/2020	03/10/2020	AW	PROVISION IMPRESSIONS/VISION PRESS,	\$2,032.80	V
58205	03/12/2020	03/12/2020	AW	PROVISION IMPRESSIONS/VISION PRESS,	-\$2,032.80	V
58206	03/10/2020	03/10/2020	AW	THE ILLUMINATING COMPANY	\$9,760.69	O
58207	03/10/2020	03/10/2020	AW	LAKE HEALTH	\$5.00	O
58208	03/10/2020	03/10/2020	AW	LANIGAN HEATING & AIR CONDITIONING, I	\$652.50	O
58209	03/10/2020	03/10/2020	AW	CHARDON OIL COMPANY	\$468.50	O
58210	03/10/2020	03/10/2020	AW	SPOK, INC.	\$105.44	O
58211	03/10/2020	03/10/2020	AW	EMSAR MEDICAL REPAIR, INC.	\$1,229.36	O
58212	03/10/2020	03/10/2020	AW	SUTPHEN CORPORATION	\$81.71	O
58213	03/10/2020	03/10/2020	AW	FEDERICO TIRE AND SERVICE	\$542.15	O
58214	03/10/2020	03/10/2020	AW	DR. ROBERT MACDOUGALL	\$21.62	O
58215	03/11/2020	03/11/2020	AW	21st Century Media-Ohio	\$94.85	O
58216	03/11/2020	03/11/2020	AW	AIRGAS GREAT LAKES	\$119.55	O
58217	03/11/2020	03/11/2020	AW	ATWELL'S POLICE & FIRE EQUIP. CO.	\$367.98	O
58218	03/11/2020	03/11/2020	AW	AUTOZONE, INC.	\$952.13	O
58219	03/11/2020	03/11/2020	AW	CINTAS CORPORATION	\$139.22	O
58220	03/11/2020	03/11/2020	AW	LAKE COUNTY CENTRAL COMMUNICATIO	\$20,619.61	O
58221	03/11/2020	03/11/2020	AW	LAKE HEALTH	\$336.00	O
58222	03/11/2020	03/11/2020	AW	MORTON SALT, INC.	\$34,937.41	O
58223	03/11/2020	03/11/2020	AW	OHIO DEPARTMENT OF JOB AND FAMILY S	\$22.60	O
58224	03/11/2020	03/11/2020	AW	PHOENIX SAFETY OUTFITTERS	\$840.00	O
58225	03/11/2020	03/11/2020	AW	CITY OF PAINESVILLE (UTILITIES)	\$2,477.06	O
58226	03/12/2020	03/12/2020	AW	CINTAS CORPORATION	\$192.00	O
58227	03/12/2020	03/12/2020	AW	KOLENZ TRANSPORT, INC.	\$2,490.39	O
58228	03/16/2020	03/16/2020	AW	JOHN F. KOTRLIK	\$40.00	O
58229	03/16/2020	03/16/2020	AW	JOUGHIN HARDWARE	\$12.22	O
58230	03/16/2020	03/16/2020	AW	HUNTINGTON NATIONAL BANK	\$3,510.69	O
58231	03/16/2020	03/16/2020	AW	THE ILLUMINATING COMPANY	\$1,485.80	O
58233	03/17/2020	03/17/2020	AW	BENDING BRANCHES TREE SERVICE LTD.	\$1,800.00	O
58234	03/18/2020	03/18/2020	AW	COSE/MEDICAL MUTUAL OF OHIO	\$48,602.41	O
858-20B	03/10/2020		CH	ASGARD DEVELOPMENT	\$54.00	B
860-20B	03/09/2020		CH	EUCLID HYDRAULICS, INC.	\$608.00	B
861-20B	03/09/2020		CH	GAZETTE NEWSPAPERS	\$131.99	B
862-20B	03/09/2020		CH	KIMBALL MIDWEST	\$102.40	B
863-20B	03/09/2020		CH	MAJOR WASTE DISPOSAL SERVICES, INC	\$265.00	B
864-20B	03/09/2020		CH	NAPA CHAGRIN VALLEY AUTO PARTS	\$69.86	B

**Payment Listing**

3/4/2020 to 3/18/2020

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
865-20B	03/09/2020		CH	SIEVERS CO.	\$140.00	B
866-20B	03/09/2020		CH	SIGNS-N-STUFF, INC.	\$78.00	B
867-20B	03/09/2020		CH	STAPLES ADVANTAGE	\$331.69	B
868-20B	03/05/2020		CH	JP MORGAN CHASE COMMERCIAL CREDI	\$771.70	B
869-20B	03/09/2020		CH	CAREWORKSCOMP	\$6,040.00	B
871-20B	03/11/2020		CH	GAZETTE NEWSPAPERS	\$30.00	B
872-20B	03/11/2020		CH	TIME WARNER CABLE	\$68.62	B
885-20B	03/12/2020		CH	PROVISION IMPRESSIONS/VISION PRESS,	\$2,032.80	B
886-20B	03/12/2020		CH	SIGNS-N-STUFF, INC.	\$180.80	B
889-20B	03/12/2020		CH	FP MAILING SOLUTIONS	\$359.52	B
891-20B	03/16/2020		CH	MENTOR LUMBER	\$25.10	B
Total Payments:					\$310,639.80	
Total Conversion Vouchers:					\$0.00	
Total Less Conversion Vouchers:					\$310,639.80	

Type: AM - Accounting Manual Warrant, AW - Accounting Warrant, IM - Investment Manual Warrant, IW - Investment Warrant, PM - Payroll Manual Warrant, PR - Payroll Warrant, RW - Reduction of Receipt Warrant, SW - Skipped Warrant, WH - Withholding Warrant, WM - Withholding Manual, WS - Special Warrant, CH - Electronic Payment Advice, IL - Investment Loss, EP - Payroll EFT Voucher, CV - Payroll Conversion Voucher, SV - Payroll Special Voucher, EW - Withholding Voucher, POS ADJ - Positive Adjustment, NEG ADJ - Negative Adjustment, POS REAL - Positive Reallocation, NEG REAL - Negative Reallocation

Status: O - Outstanding, C - Cleared, V - Voided, B - Batch

\* Asterisked amounts are not included in report totals. These transactions occurred outside the reported date range but are listed for reference.