

**RESOLUTIONS ADOPTED**  
October 20, 2020

**2020-106 RESOLUTION TO AMEND PERMANENT APPROPRIATIONS FOR 2020 FISCAL YEAR**

**2020-107 RESOLUTION TO DECLARE THE MONTH OF NOVEMBER TO BE DIABETES AWARENESS MONTH IN PAINESVILLE TOWNSHIP**

**2020-108 RESOLUTION TO APPROVE PAYMENT OF \$6,375.00 TO DUDE SOLUTIONS FOR GENERAL CONFIGURATION FOR THE ZONING SOFTWARE FOR THE ZONING DEPARTMENT**

**2020-109 RESOLUTION TO APPROVE PAYMENT OF \$3,900.00 TO ALBERS AND ALBERS FOR PROFESSIONAL SERVICES RENDERED FOR ECONOMIC DEVELOPMENT**

**2020-110 RESOLUTION TO APPROVE PAYMENT OF \$9,051.45 OUT OF THE CARES ACT FUND TO GRAND RIVER FOR COVERING EXTRA HOURS DUE TO COVID-19**

**2020-111 RESOLUTION TO APPROVE PAYMENT OF \$18,928.00 OUT OF THE CARES ACT FUND TO MENTOR OFFICE CENTER FOR THE PURCHASE OF CHAIRS AND TABLES FOR EASY SANITIZING**

**2020-112 RESOLUTION TO APPROVE PAYMENT OF \$14,947.96 FOR A DOWN PAYMENT ON THE STATION 1 RENOVATION FOR SOCIAL DISTANCING PAID OUT OF THE CARES ACT FUND TO JEMM CONSTRUCTION**

**2020-113 RESOLUTION TO ADOPT A PROPOSED REVISION TO THE SCHEDULE OF ZONING FEES TO BE EFFECTIVE ON OCT 21, 2020 AND TO BE ATTACHED TO THE PAINESVILLE TOWNSHIP ZONING RESOLUTION**

**MINUTES**

The Board of Painesville Township Trustees met for a regular meeting at 11:00 A.M. on Tuesday, October 20, 2020 at 55 Nye Road. The meeting was called to order at 11:03 A.M. by Chairman Hillier. Present: Trustees Gabe Cicconetti, Chuck Hillier, Josh Pennock, Administrator Michael Manary, Fiscal Officer Michael Patriarca, Legal Advisor Jeremy Iosue.

Various topics, agenda items and departmental matters were brought before the board including the approval of minutes from the previous meeting October 5, 2020

**SUMMARY OF WORK SESSION:**

Administrator Manary summarized the work session noting the following:

- The Trustees discussed potential Cares Act Purchases.
- The Trustees received a request from the Riverside High School for a sub grant if we have any money left from the Cares Act. The Trustees decided that they will if the Township has any money left from the Cares Act.
- The Trustees discussed the 2021 Appropriations with the Fiscal Officer.
- The Administrator gave a request to the Trustees from residents for a Streetlight for the corner of Prestwick Path and Blasé Nemeth. The Administrator is going to ask the Developer if they can assist the Township with the Streetlight.
- The Fire Chief discussed an employee's health in the Fire Department. One of the Firemen was diagnosed with Covid-19.
- The Fire Chief discussed two recent Hazardous Material calls
- The Fire Chief gave an update on the Ladder Truck and a rescue squad that the Fire Department purchased.
- The Service Director gave a summary for high grass cutting and assessments for 2020
- The Service Director discussed how we are going to handle the Curbside Leaf Collections this November.
- The Service Director discussed that beginning November 2<sup>nd</sup> the Brush Drop Off area will be open on weekdays from 7:30 a.m. until 3:00 p.m. through November 30<sup>th</sup>
- The Zoning Inspector discussed text amendments and a revision to the zoning fee schedule.
- The Assistant Zoning Inspector discussed the signage at Tractor Supply.

**OLD BUSINESS:** None

**NEW BUSINESS:** James Corrigan who requested the streetlight for the corner of Prestwick Path and Blasé Nemeth wanted to thank the Trustees for looking into the streetlight.

**LAKE COUNTY SHERIFF'S OFFICE REPORT:** Chief Frank Leonbruno gave an update on activity in the Township

**DEPARTMENT REPORTS:**

- **SERVICE DEPARTMENT:** Discussed that the Brush Drop off area will be open the month of November Monday through Friday from 7:30-3:00 and Saturdays from 10:00-2:00. It is for Painesville Township residents only and no yard service contractors are permitted. No plastic bags allowed. For Covid-19 reasons the residents that need assistance may ask for it
- **FIRE DEPARTMENT:** Wanted to publicly thank WET from Fairport for coming in and cleaning and disinfecting the Fire Station. The Fire Chief would like to also thank resident John Galayda from Golfway Pines that donated five cases of hand sanitizer to the Fire Department. The Fire Department distributed some to the Service Department and Town Hall.
- **ZONING DEPARTMENT:** Assistant Zoning Inspector gave an update that Best Truck went through their site plan review for an addition at 300 Temple Avenue. They purchased 300 Temple Avenue and are a respected business that sells lawn and landscape equipment, snow plows and other snow removable equipment, lift gates etc.
- **LEGAL ADVISOR:** Discussed that his wife is due at the beginning of next month and he will possibly be missing a few meetings but Jason Hartzell from the firm will still be attending the meetings as normal.
- **ADMINISTRATOR:** Painesville Township will observe Halloween Saturday October 31<sup>st</sup> from 6:00 p.m. - 8:00 p.m. Participation is totally up to the residents and the families.
- **FISCAL OFFICER:** Requested resolution to amend permanent appropriations for 2020 fiscal year as follows:

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	5,404,219
Permissive motor vehicle license tax	200,000
Lighting assessment	137,610
OPWC Grant	300,000
Coronavirus Relief Fund	988,701.64
Total All Funds	10,978,552.64

**TRUSTEES:**

**BILLS PAID**

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

**RESOLUTIONS ADOPTED**

**2020-106 RESOLUTION TO AMEND PERMANENT APPROPRIATIONS FOR 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	5,404,219
Permissive motor vehicle license tax	200,000
Lighting assessment	137,610
OPWC Grant	300,000
Coronavirus Relief Fund	988,701.64
Total All Funds	10,978,552.64

**2020-107 RESOLUTION TO DECLARE THE MONTH OF NOVEMBER TO BE DIABETES AWARENESS MONTH IN PAINESVILLE TOWNSHIP**

**RESOLVED,** We the Painesville Township Board of Trustees, hereby declare the month of November to be Diabetes Awareness month in Painesville Township

2020-108 RESOLUTION TO APPROVE PAYMENT OF \$6,375.00 TO DUDE SOLUTIONS FOR GENERAL CONFIGURATION FOR THE ZONING SOFTWARE FOR THE ZONING DEPARTMENT

RESOLVED, We the Painesville Township Board of Trustees, hereby approve payment of \$6,375.00 to Dude Solutions for general configuration for the zoning software for the zoning department

2020-109 RESOLUTION TO APPROVE PAYMENT OF \$3,900.00 TO ALBERS AND ALBERS FOR PROFESSIONAL SERVICES RENDERED FOR ECONOMIC DEVELOPMENT

RESOLVED, We the Painesville Township Board of Trustees, hereby approve payment of \$3,900.00 to Albers and Albers for professional services rendered for Economic Development

2020-110 RESOLUTION TO APPROVE PAYMENT OF \$9,051.45 OUT OF THE CARES ACT FUND TO GRAND RIVER FOR COVERING EXTRA HOURS DUE TO COVID-19

RESOLVED, We the Painesville Township Board of Trustees, hereby approve payment of \$9,051.45 out of the Cares Act Fund to Grand River for covering extra hours due to Covid-19

2020-111 RESOLUTION TO APPROVE PAYMENT OF \$18,928.00 OUT OF THE CARES ACT FUND TO MENTOR OFFICE CENTER FOR THE PURCHASE OF CHAIRS AND TABLES FOR EASY SANITIZING

RESOLVED, We the Painesville Township Board of Trustees, hereby approve payment of \$18,928.00 out of the Cares Act Fund to Mentor Office Center for the purchase of chairs and tables for easy sanitizing

2020-112 RESOLUTION TO APPROVE PAYMENT OF \$14,947.96 FOR A DOWN PAYMENT ON THE STATION 1 RENOVATION FOR SOCIAL DISTANCING PAID OUT OF THE CARES ACT FUND TO JEMM CONSTRUCTION


RESOLVED, We the Painesville Township Board of Trustees, hereby approve payment of \$14,947.96 for a down payment on the Station 1 renovation for social distancing paid out of the Cares Act Fund to Jemm Construction

2020-113 RESOLUTION TO ADOPT A PROPOSED REVISION TO THE SCHEDULE OF ZONING FEES TO BE EFFECTIVE ON OCT 21, 2020 AND TO BE ATTACHED TO THE PAINESVILLE TOWNSHIP ZONING RESOLUTION

RESOLVED, We the Painesville Township Board of Trustees, hereby approve the proposed revision to the schedule of zoning fees to be effective on Oct 21, 2020

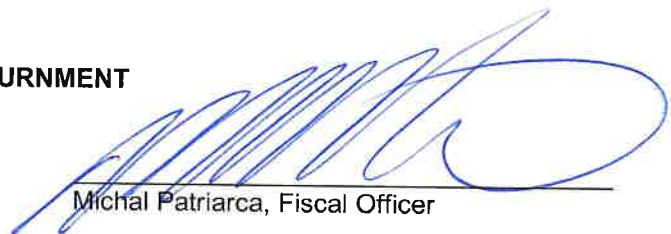
(Zoning Fee Schedule separately printed as if fully included herein as Exhibit A)

Chairman Chuck Hillier made a motion to close the meeting at 11:31 A.M., seconded by Josh Pennock passed unanimously.



\_\_\_\_\_  
Chuck Hillier, Chairman

**ADJOURNMENT**



\_\_\_\_\_  
Michal Patriarca, Fiscal Officer

# SCHEDULE OF ZONING FEES



*Exhibit A*

Fees for Zoning Certificates shall be set forth by the Board of Painesville Township Trustees by Resolution and adopted at a regular meeting and shall be amended from time to time at the discretion of the Trustees. The fee as prescribed shall accompany each application for a Zoning Certificate, zoning map or text amendment, Conditional Use Permit or appeal to the Board of Zoning Appeals. If the applicant or appellant desires a verbatim record of any Public Hearing or proceeding, the applicant/appellant shall furnish the court reporter and bear the expense of typing said record.

***Fees based upon square footage and/or acreage will be rounded to the nearest whole dollar.***

## RESIDENTIAL ZONING CERTIFICATES:

New dwelling unit (single or attached/multi-family)	\$400.00	each unit
Addition to dwelling or attached garage	minimum \$50.00	\$0.10/ square foot
Accessory Building	\$ 30.00	
Decks attached or unattached	\$ 30.00	
Accessory Structure, Leisure	\$30.00	
Fences	\$40.00	
Pools	\$40.00	above ground
	\$100.00	in ground
Home Occupation (see definition Section 5)	\$50.00	
Structural Alteration	\$50.00	
Temporary Portable Storage Unit	\$25.00	+ \$50 refundable deposit
Poultry/Fowl Husbandry	\$ 30.00	
Demolition	\$ 25.00	

## NON-RESIDENTIAL ZONING CERTIFICATES:

Change of use or change of business ownership	\$150.00	
New construction or reconstruction of main buildings and accessory buildings over 2,000 sq. ft.	minimum \$500.00 maximum \$ 1,500	\$0.10/ square foot
New Construction or reconstruction of Accessory Buildings 2,000 sq. ft. or less	minimum \$ 100.00 maximum \$ 200	\$ 0.10/ square foot
Addition to a main building or Accessory Building	minimum \$ 100.00 maximum \$ 1,000	\$0.10/ square foot
Use of land (involving placement of personal property constituting a part of business or industrial operation)	\$100.00	per acre per parcel
New construction of any hotel, motel, rest home, or similar structure	minimum \$700.00	\$100.00 per room
Parking lot construction, reconstruction or reconfiguration (involving new or existing paved areas intended for vehicular parking and travel as well as pedestrian access)	minimum \$50.00 maximum \$200.00	\$0.01/square foot
Demolition	\$ 50.00	

## SIGN ZONING CERTIFICATES:

Wall signs	\$150.00	
Free Standing/monument signs (single occupant) *	\$150.00	
Free Standing/monument sign (multi-tenant, shopping centers) *	\$250.00	
Panel replacements only-Exact Size with no changes to mounting	Exempt	
Billboards	\$500.00	per sign face
Other Single or Grouping Signs, such as Construction signs, Subdivision Signs, Gateway Signs, Non-residential Identification Signs, any of which are either free-standing/monument/wall or fence mounted.	\$150.00	
Grand Opening/ Special Event Signs	\$150.00	Temporary w/ restrictions
For Sale, Rental or Lease signs, Open House signs	Exempt	Temporary w/ restrictions
Residential identification signs, political signs, Entrance-Exit signs	Exempt	
All other temporary signs	PROHIBITED	

**SCHEDULE OF ZONING FEES**



*Exhibit A  
(cont)*

**APPLICATION FOR CHANGE OF ZONING CLASSIFICATION:**

Text amendments to the Zoning Resolution	\$500.00	
Rezoning of property under four (4) acres (plus reimbursement of expenses for legal and engineering reviews as required by the Township)	minimum \$300.00	\$100.00 per acre
Rezoning of property four (4) acres or more (plus reimbursement of expenses for legal and engineering reviews as required by the Township)	\$600.00	

**SITE PLAN/ ARCHITECTURAL REVIEW FEES:**

Site Plan Applicant to reimburse Painesville Township for all necessary and actual fees and expenses for legal and engineering services incurred by Painesville Township.		
Site Plan Review Fee	\$400.00	
Architectural Review Fee	\$250.00	

**CONDITIONAL USE ZONING CERTIFICATES (CUP) AND APPLICATIONS FOR VARIANCES:**

CUP Applicant to reimburse Painesville Township for all necessary and actual fees and expenses for legal and engineering services incurred by Painesville Township.		
Recreation CUP	\$750.00	
Agriculture CUP	\$200.00	
Wireless telecommunication towers & co-location	\$2,000.00	
All others CUP applications	\$750.00	
Any modifications to an existing CUP	\$550.00	
Renewal of CUP w/Public Hearing	\$550.00	
Renewal of CUP w/o Public Hearing	\$100.00	

**APPLICATION FOR VARIANCE OR DETERMINATION APPEAL**

Residential area/use variance or determination appeal	\$200.00	
Lot split variance or determination appeal- Residential	\$100.00	per proposed lot
Lot split variance or determination appeal - Non-Residential	\$250.00	per proposed lot
Non-Residential area/use variance or determination appeal	\$ 450.00	

**OTHER FEES**

Special Meeting - Zoning Commission	\$525.00	
Special Meeting - Board of Zoning Appeals	\$550.00	
Paper Copy of Zoning Resolution 148 pages as of 9/24/2015	\$ 25.00	
Any permit required not specifically provided for herein	\$ 150.00	

**Payment Listing**

10/6/2020 to 10/20/2020

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
2446-2020	10/13/2020	10/13/2020	CH	THE ILLUMINATING COMPANY	\$10,287.96	O
2547-2020	10/15/2020	10/15/2020	CH	THE ILLUMINATING COMPANY	\$371.48	O
2548-2020	10/15/2020	10/15/2020	CH	THE ILLUMINATING COMPANY	\$96.54	O
2549-2020	10/15/2020	10/15/2020	CH	THE ILLUMINATING COMPANY	\$714.31	O
2552-2020	10/15/2020	10/16/2020	CH	JP MORGAN CHASE BANK	\$179.26	O
2553-2020	10/16/2020	10/16/2020	CH	THE ILLUMINATING COMPANY	\$385.27	O
58528	08/21/2020	08/21/2020	AW	CONWAY LAND TITLE COMPANY	\$200.00 *	V
58528	10/13/2020	10/13/2020	AW	CONWAY LAND TITLE COMPANY	-\$200.00	V
58654	10/09/2020	10/06/2020	AW	KENWORTH OF RICHFIELD	\$148,686.00	O
58655	10/09/2020	10/06/2020	AW	PFUND SUPERIOR SALES CO., INC.	\$212,230.00	O
58656	10/13/2020	10/13/2020	AW	CONWAY LAND TITLE COMPANY	\$200.00	O
58657	10/15/2020	10/15/2020	AW	21st Century Media-Ohio	\$202.95	O
58658	10/15/2020	10/15/2020	AW	ALBERS AND ALBERS	\$3,900.00	O
58659	10/15/2020	10/15/2020	AW	AQUA OHIO, INC.	\$93.60	O
58660	10/15/2020	10/15/2020	AW	CONSOLIDATED FLEET SERVICES	\$1,506.30	O
58661	10/15/2020	10/15/2020	AW	CHARDON OIL COMPANY	\$379.66	O
58662	10/15/2020	10/15/2020	AW	CINTAS CORPORATION	\$139.22	O
58663	10/15/2020	10/15/2020	AW	COMDOC, INC.	\$232.28	O
58664	10/15/2020	10/15/2020	AW	CONVOY TIRE AND SERVICE, INC.	\$52.00	O
58665	10/15/2020	10/15/2020	AW	DANIELLE THOMPSON	\$150.00	O
58666	10/15/2020	10/15/2020	AW	VILLAGE OF FAIRPORT HARBOR	\$1,809.96	O
58667	10/15/2020	10/15/2020	AW	GENE PTACEK & SON FIRE EQUIP.	\$1,844.10	O
58668	10/15/2020	10/15/2020	AW	VILLAGE OF GRAND RIVER	\$9,051.45	O
58669	10/15/2020	10/15/2020	AW	JOHN F. KOTRLIK	\$190.00	O
58670	10/15/2020	10/15/2020	AW	PROMOTIONAL PRINTING	\$1,011.00	O
58671	10/15/2020	10/15/2020	AW	LAKE COUNTY TELECOMMUNICATIONS DE	\$1,267.88	O
58672	10/15/2020	10/15/2020	AW	LAKE COUNTY DEPARTMENT OF UTILITIES	\$5.00	O
58673	10/15/2020	10/15/2020	AW	MENTOR OFFICE CENTER, LLC	\$18,928.00	O
58674	10/15/2020	10/15/2020	AW	SEACRIST MAINTENANCE, INC.	\$140.00	O
58675	10/15/2020	10/15/2020	AW	STRYKER MEDICAL CORP.	\$48,404.24	O
58676	10/15/2020	10/15/2020	AW	ULINE	\$204.01	O
58677	10/15/2020	10/15/2020	AW	WATERLOGIC AMERICAS	\$226.64	O
58678	10/15/2020	10/15/2020	AW	FEDERICO TIRE AND SERVICE	\$289.88	O
58679	10/16/2020	10/16/2020	AW	JEMM CONSTRUCTION LLC	\$14,947.96	O
58680	10/16/2020	10/16/2020	AW	MENTOR OFFICE CENTER, LLC	\$868.00	O
58681	10/16/2020	10/16/2020	AW	CITY OF PAINESVILLE (UTILITIES)	\$2,477.06	O
58682	10/16/2020	10/16/2020	AW	OHIO DEPARTMENT OF JOB AND FAMILY S	\$7.90	O
58683	10/16/2020	10/16/2020	AW	PROVISION IMPRESSIONS/VISION PRESS,	\$535.90	O
58686	10/19/2020	10/19/2020	AW	CONVOY TIRE AND SERVICE, INC.	\$324.00	O
58689	10/19/2020	10/19/2020	AW	LAKE COUNTY LANDSCAPE AND SUPPLY,	\$180.00	O
58690	10/19/2020	10/19/2020	AW	PAINESVILLE ELEVATOR CO., INC.	\$234.90	O
58691	10/19/2020	10/19/2020	AW	PETE'S INC	\$200.00	O
58692	10/19/2020	10/19/2020	AW	PROVISION IMPRESSIONS/VISION PRESS,	\$269.62	O
Total Payments:					\$483,024.33	
Total Conversion Vouchers:					\$0.00	

**Payment Listing**

10/6/2020 to 10/20/2020

Total Less Conversion Vouchers: \$483,024.33

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.