

RECORD OF PROCEEDINGS

CONCORD TOWNSHIP BOARD OF TRUSTEES

Minutes of

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

February 28, 2018

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Held

Call to Order

The Concord Township Board of Trustees met on Wednesday, February 28, 2018 at 7:00 pm at the Concord Township Administrative Building, 6385 Home Road, Delaware, Ohio. Vice Chairman Garrett called the meeting to order and the roll was taken. In attendance were Trustees Joe Garrett and Jason Haney. 9:00 am JGD

Mr. Haney moved and Mr. Garrett seconded to approve the minutes from the January 30, 2018 meeting.
Vote: Haney-yes, Garrett-yes. Motion passed.

Mr. Haney moved and Mr. Garrett seconded to approve the minutes from the February 14, 2018 meeting.
Vote: Haney-yes, Garrett-yes. Motion passed.

Public Input

Chief McIntyre of Scioto Township Fire Department is starting a grassroots effort to suggest the Ohio Department of Transportation review State Route 257 for safety improvements. The Buckeye Valley School District supports this effort, and the Chief is also meeting with the Scioto Township Board of Trustees soon to ask for their support. Mr. Garrett suggested pooling data from the Sheriff and State Patrol along with Fire and EMS, and ODOT's data. Mr. Garrett moved to support Scioto Township's efforts in having ODOT make improvements for safety concerns on State Route 257 north of the new school site to improve safety. Mr. Haney seconded this motion. Vote: Haney-yes, Garrett-yes.

Joe Holloway, township Road Supervisor, presented an update on purchasing new Road Department items. All items are under state bid contract pricing. Items discussed were a tractor and broom, bucket, loader, and excavator. Some culvert replacement projects will require two pieces of equipment. Trustees will review items and prices. It was noted residents were happy with the roads this winter.

Old Business

Mr. Haney contacted Assistant Prosecuting Attorney Eric Penkal to inquire if the township could direct pay, or dually pay, the fire station plumbing/HVAC subcontractor, which cannot be done.

Field rentals and usage at Concord Park was discussed. Agreements on paper need drafted for both BYAA and Locker Soccer, with certificate of insurance requests, etc.

New Business

Another soccer group inquired about field usage, but no response was received.

Mr. Garrett certified the Fiscal Officer provided current financial reports for the Township. The current Cash Summary by Fund Balances were: General Fund balance \$5,111,016.14, Special Revenue Funds \$2,451,828.36, Total all Funds of \$7,562,844.50.

The Fiscal Officer certified that funds have been appropriated and money is in the treasury to pay the bills. Therefore, Mr. Haney moved and Mr. Garrett seconded to pay pending purchase orders, vouchers, and warrants #1706-1711, 13558-13591, all totaling \$196,946.07. Vote: Haney-yes, Garrett-yes.

Zoning Department

No report.

Fire Department

1. Fire station construction update - As-built drawings are finished, occupancy permit is ready, warranty manuals are finished, change orders for alert system and unused allowances are being prepared, then final contract amount can be determined, probably end of March.
2. New part time firefighters are on shift and will be on duty next week.
3. Per Chief Cooper's recommendation, Mr. Haney moved and Mr. Garrett seconded to hire Dr. Kube of Ohio Health as the new township medical director, for \$7,770.00 per year, including core comp and quarterly continuing education of 24 hours. Vote: Haney-yes, Garrett-yes.
4. Ford Road drainage was discussed. The pipe is not draining along the roadway due to a large willow tree on a homeowner's property. Assistant Prosecutor Penkal will be contacted about options.
5. Chief Cooper met with developers Chris Vince and Ron of the Homestead. They agreed to put an emergency access to the back of Golf Village Drive as a secondary emergency access. It was noted they should move the sign out of the road right-of-way.

Fiscal Officer

1. Mr. Garrett moved and Mr. Haney seconded to change the Zoning fee schedule to add a separate line for the application for PRD rezoning to a \$5,000 minimum, and to clarify the original line as All Rezoning (except PRD). Mr. Penkal will verify.
2. It was made a matter of record that Oller Cemetery Lot 130, graves #1-2 were sold. Deeds were signed.

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3. The new HRA plan was discussed. Employees receive a voided check with claims detail, then the township sends them a check. Co-pay reimbursement amounts need verified. Discussion to change procedure and possibly use a separate account to draw HRA claims reimbursements.
4. Correspondence was received from the County Commissioners that they approved the annexation of a Concord Township parcel into Shawnee Hills.
5. Bank statements, open purchase orders, and current appropriations were reviewed. The Fiscal Officer filed the 2017 Annual Cash Basis Financial Report with the Auditor of State.
6. Building rental use (free) was discussed for residents of the 14 acres annexed into Powell that still pay Concord Township taxes. Shawnee Hills residents may not rent facilities for free. Although they pay for fire service, they do not pay general property tax to the township which paid for the building.
7. Mr. Garrett spoke to Rep. Brenner, and the capital grant of \$100,000 for the township was approved through the Ohio House and is going to Ohio Senate on March 7 for final approval. The grant will be used to help fund the Concord Road pathway. The grant writer may also work on a grant for the future amphitheater and path system at the new park behind the fire station.

As there was no further business, Mr. Haney moved and Mr. Garrett seconded to adjourn. Motion passed.

ATTEST


Fiscal Officer, Jill Davis

BOARD OF TRUSTEES


Joe Garrett
Jason Haney

February 28, 2018

CONCORD TOWNSHIP TRUSTEE MEETING

AGENDA

ROLL CALL

APPROVE MINUTES

PUBLIC INPUT

OLD BUSINESS

NEW BUSINESS

ZONING INSPECTOR

FIRE DEPARTMENT / OPERATIONS DIRECTOR

Fiscal Officer

PAY BILLS – I would like to certify that the fiscal officer has provided financial records. I need a motion to pay bills, approve pending warrants, purchase orders and blanket certificates

Adjourn

CASH SUMMARY BY FUND
Concord Township [2018]

Date: 02/28/18

FUND	Starting Balance 01/01/18	Total Receipts	Transfers In (MEMO ONLY)	Advances In (MEMO ONLY)	Total Receipts and Advances	Expenditures	Transfers Out (MEMO ONLY)	Advances Out (MEMO ONLY)	Ending Balance YTD
01 -GENERAL	5186378.52	26348.37	0.00	0.00	521726.89	101710.75	0.00	0.00	5111016.14
02 -VEHICLE LICENSE TAX	3111.06	1791.22	0.00	0.00	3788.43	5280.59	0.00	0.00	28507.86
03 -GOSLINE TAX	8709.74	13291.33	0.00	0.00	19781.67	32731.67	0.00	0.00	72611.00
05 -CEMETERY	24193.33	3249.00	0.00	0.00	3428.33	942.40	0.00	0.00	30483.93
10 -FIRE DISTRICT	93110.37	14743.00	0.00	0.00	94084.37	511727.05	0.00	0.00	435117.94
11 -ROAD DISTRICT	185163.74	0.00	0.00	0.00	185163.74	19353.24	0.00	0.00	1832094.50
14 -MAINTENANCE FACILITY-ROAD	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
14A-FEMA	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
14B-COMMUNITY PARK IMPROV GRANT FUND (CI+IG)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
15 -GENERAL (NOTE) RETIREMENT(MAINT. FACILITY)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
21 -CAPITAL FUND	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
23 -PERMISSIVE MOTOR VEHICLE LICENSE TAX:	64111.39	5954.00	0.00	0.00	71065.39	17052.26	0.00	0.00	53013.13
TOTAL ALL FUNDS	8180671.82	71196.62	0.00	0.00	825868.44	689023.94	0.00	0.00	7362844.50

Date: 02/28/18

PENDING WARRANT REPORT
Concord Township [2018]

Warrant Number	Warrant Amount	Voucher Number	Payee	Purpose
1706	175.98	V 1706	HR BUTLER, LLC	PAYROLL PROCESSING FEE 2/16/18
1707	3511.06	V 1707	HR BUTLER, LLC	PAYROLL AGENCY DEDUCTIONS 2/16/18
1708	51227.90	V 1708	HR BUTLER, LLC	PAYROLL SALARIES 2/16/18
1709	14850.35	V 1709	HR BUTLER, LLC	PAYROLL TAXES WITHHELD 2/16/18
1710	33.00	V 1710	PNC BANK	MONTHLY BANK FEE FEB
1711	-11.27	V 1711	ANGIE ELLERBROCK	LOST CHECK #13180 - REISSUE 2/28/18
1358	7363.16	VM13558	PUBLIC EMPLOYEES RETIREMENT SYSTEM	PENSION CONTRIBUTIONS JAN18
1359	14.95	VM13559	TRACTOR SUPPLY CREDIT PLAN	ROAD DEFT SUPPLIES, HITCHPINS
1360	207.44	VM13560	CERTIFIED LABORATORIES	ROAD DEFT SHOP SUPPLIES
1361	44994.84	VM13561	OHIO POLICE & FIRE PENSION FUND	FIRE DEFT PENSION CONTRIBUTIONS FEB18
1362	112.81	VM13562	RESOURCES UNLIMITED	ROAD DEFT PAPER PRODUCTS
1363	45.23	VM13563	GORDON FLESCH CO., INC.	ADMIN COPIER USAGE FEE
1364	280.27	VM13564	WILLIAM AREHART	HRA REIMBURSEMENT CLAIMS THRU 2/16/18
1365	563.63	VM13565	ROBERT BARCUS	HRA REIMBURSEMENT CLAIM THRU 2/16/18
1366	120.00	VM13566	GABE HAFNER	HRA REIMBURSEMENT CLAIM THRU 2/16/18
1367	200.00	VM13567	DOUG KINDELL	HRA REIMBURSEMENT CLAIM THRU 2/16/18
1368	95.58	VM13568	MICAH WERLING	HRA REIMBURSEMENT CLAIM THRU 2/16/18
1369	1094.63	VM13569	OHIO EDISON	HRA REIMBURSEMENT CLAIM THRU 2/16/18
1370	224.55	VM13570	DEL-CO WATER CO INC	TWP WATER UTILITIES
1371	21808.96	VM13571	OHIO PUBLIC ENTITY CONSORTIUM	HRA ADMIN & DEC CLAIM REIMB
1372	3675.07	VM13572	OHIO PUBLIC ENTITY CONSORTIUM	ROAD/FIRE CELL PHONES
1373	233.30	VM13573	VERIZON WIRELESS	ADMIN INTERNET SVC
1374	124.07	VM13574	TIME WARNER CABLE	ROAD DEFT LABOR 2/5-2/15
1375	170.23	VM13575	PNC BANK	ROAD DEFT LABOR 2/5-2/15
1376	1422.87	VM13576	EXPRESS SERVICES INC	ADMIN ALARM PHONE LINE
1377	61.67	VM13577	FRONTIER	DENTAL J INSURANCE MAR18
1378	2550.61	VM13578	DELTA DENTAL	MEDICAL INSURANCE MAR18
1379	34702.20	VM13579	UNITED HEALTHCARE	VISION INSURANCE MAR18
13580	359.04	VM13580	STANDARD INSURANCE CO (OH)	LIFE INSURANCE MAR18
13581	186.84	VM13581	STANDARD INSURANCE CO	ADMIN PHONE SYSTEM
13582	286.56	VM13582	VALTECH COMMUNICATIONS	ROAD DEFT TRUCK SUPPLIES
13583	489.75	VM13583	THE DEXTER COMPANY	FIRE DEFT ELECTRIC
13584	1118.27	VM13584	OHIO EDISON	FIRE DEFT RESCUE GLOVES
13585	143.76	VM13585	PENNCARE	FIRE/ROAD FUEL SUPPLY
13586	92.02	VM13586	NRS	FIRE DEFT TEXTILE/MATS SUPPLY
13587	1532.65	VM13587	GREAT LAKES PETROLEUM, INC.	FIRE DEFT E343 CAB LIGHTS
13588	125.06	VM13588	MILLER'S TEXTILE SERVICES	FIRE DEFT SHARED FIT-TEST MACHINE
13589	19.04	VM13589	PRINCIPAL TRUCK SUPPLY INC.	FIRE DEFT EDUCATION REIMB WALDORF UNIV
13590	999.99	VM13590	FIRE CHIEFS' ASSCC OF DELAWARE CO	
13591	1740.00	VM13591	CHAD MAST	

Total Amount of Pending Warrants

196946.07