

# RECORD OF PROCEEDINGS

## CONCORD TOWNSHIP BOARD OF TRUSTEES

Held January 24, 2018

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### Call to Order

The Concord Township Board of Trustees met Wednesday, January 24, 2018 at 7:00 p.m. at the Concord Township Administrative Building, 6385 Home Rd, Delaware, OH 43015. Chairman Johnson called the meeting to order. The roll was called and in attendance were Trustees Jason Haney, Joe Garrett, and Bart Johnson. Mr. Garrett moved and Mr. Haney seconded to approve the minutes from the previous meeting January 10, 2018. Vote: Haney-yes, Garrett-yes, Johnson-yes.

### Public Input

Lori Kannally with the Delaware Health District reported the flu cases have been three times higher than the five year average. The efficacy of the vaccine is not as good as they hoped, but still helps prevent that strain and lessens other flu symptoms. Flu Friday updates are being emailed to local jurisdictions. The Health Department has released their 2018 child car seat inspection and breastfeeding class schedules.

### Financial

Chairman Johnson certified the Fiscal Officer provided current financial reports for the Township. The current Cash Summary by Fund balances were: General Fund balance \$5,150,425.49, and Special Revenue Funds \$2,726,435.32, (Motor Vehicle License Taxes, Gas Tax, Cemetery, Road, and Fire Funds), all totaling \$7,876,860.81.

The Fiscal Officer certified funds have been appropriated and money is in the treasury to pay the bills. Therefore, Mr. Haney moved and Mr. Garrett seconded to approve pending purchase orders, vouchers, and warrants #1692-1700, 13475-13505, all totaling \$252,937.14. Vote: Haney-yes, Garrett-yes, Johnson-yes.

### Old Business

The Township received annexation documents for a Shawnee Hills property. The Township cannot stop the process, therefore no action was taken.

In regards to funding the Concord Road path extension project, Mr. Garrett reported Mr. Allen Freeman has submitted grant paperwork for the Township for the state's capital funding grant. Ohio State Representative Brenner and Ohio State Senator Jordan are supportive, and the Township should receive response by mid-February. The zoo, arts castle, and others have also applied for the funding for "public good". There is another grant the Township could apply for also. Mr. Garrett moved and Mr. Haney seconded to adopt a Resolution (#012518-1) to apply for the Regional Trails Program grant, and to agree to a local funding match of twenty percent. Upon roll call vote: Haney-yes, Garrett-yes, Johnson-yes.

### New Business

Communications plans for the Township - no report.

Fall festival date for 2018 - no action taken.

Whisper Trace HOA President, Jim Marshall, has asked the Township to inspect their roads, and where concrete aprons meet the roadway for degradation.

The Meadows at Home Road has requested major changes to their approved development plan. Zoning inspector, Ric Irvine, has told the developer and designer the development plan will have to go back through zoning. Changes include: addition of a stub road, lots moved, road island removed. Discussion was held on the townships "front loaded" zoning process and how to handle layout changes of developments after approval. Minor and major changes need defined. Township would like to be notified when developer or the County make changes to an approved plan. The Trustees will compare the process to neighboring township processes.

Multiple complaint calls were received about mud on Duffy and Dublin Roads from new home construction. Mr. Haney called the builder. Chief Cooper went to site and had the road scraped with skid steer, but was still covered in "slurry". Sheriff Martin's office will be notified.

Discussion was held on clubs and youth organizations scheduling to use the township building. After much discussion, the Trustees decided state-recognized youth clubs or organizations (i.e. 4-H, Scouts) can book the building twelve months at a time with a \$250 deposit from the club or resident member. Club membership must be majority (over 50%) township residents, as determined by submitting a membership roster with addresses. The township building was built with resident tax dollars, and will be available free for resident use.

The Board of Trustees will hold a Special Meeting on Tuesday, January 30, 2018 at 8:00 am at the new (5151) Bean Oller Road property to discuss future cemetery use. The previous owners also requested to remove a small weeping tree which was denied.

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### Zoning Department

Mr. Irvine mentioned names of developments sometimes get changed after the plans are approved. Sometimes lot numbers change also which makes issuing permits confusing.

Nine permits were issued so far for January.

The Board of Zoning Appeals (BZA) met last night and approved a zoning appeal pool case. Nick Cua was elected chairman and Darren Webb as Vice Chairman. BZA member Betty Cotter was thanked for her 25 years on the board.

Zoning permit history was discussed. Year 2004 marked a high of 395 permits. Permits decreased thereafter, down to low of 77 in 2016. Permits doubled in 2017 to 150, and the month of January 2018 doubled compared to last year January. Mr. Irvine asked the Trustees to keep an eye on zoning hours in case more are needed by the assistant.

Mr. Irvine called Epcon to let them know stand-alone mailboxes will be permitted in the development per the Trustees.

### Fire Department

Fire station construction update - as-built drawings submitted by Charter Hill Construction but were still illegible when received by the architects.

The part-time hiring process is at the final interview stage on January 30. Chief will extend hiring offers thereafter.

The HRA reimbursement plan is not set up yet, and employees have had a few issues with the new insurance. The Township will have to cut the reimbursement checks under the new plan. Response to insurance questions is more difficult so far with the new company.

Resignation was received and accepted from Scott Hyer, part time fire employee.

Medicaid EMS billing summary: in 2017 about \$208,000 was billed, and about \$73,000 received. Since Medicaid was approved late in the year, 2018 receipts should be about \$10,000 more than 2017. It was noted the County has not begun their EMS billing program yet.

### Fiscal Officer

The township annual inventory for January 2018 was presented to the Trustees.

Mr. Johnson moved and Mr. Haney seconded to approve the annual Road mileage certification of 46.3 miles of township roads. Vote: Haney-yes, Garrett-yes, Johnson-yes.

It was noted Oller Cemetery lot 270, graves 1-2 were sold and deeds signed.

Correspondence: Trustees were invited to a hospitality reception held by Republic Waste on January 31, 2018 from 5:30-9:00pm during the Ohio Township Association conference.

A special meeting will be held for the Records Commission (Board of Trustees Chairman and Fiscal Officer) on Tuesday January 30, 2018 at 10:30am at the Township building to review the township records retention status.

The township property tax bills are not correct, but due before the next regular meeting. Mr. Johnson moved and Mr. Garrett seconded to approve payment of the Township's property tax bills by the Fiscal Officer, after reviewing with the County, for an amount not to exceed \$8,000. Vote: Haney-yes, Garrett-yes, Johnson-yes.

### Other Business

Mr. Haney and a few other residents were contacted by Union Rural Electric about burying utility lines but have gotten no response since then.

Mr. Haney moved and Mr. Johnson seconded to appoint BZA alternate, John Kipsfer, to voting BZA member due to the resignation of Betty Cotter. Vote: Haney-yes, Garrett-yes, Johnson-yes. An alternate position is now open.

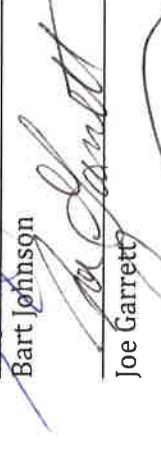
Since there was no further business, Mr. Haney moved and Mr. Garrett seconded to adjourn. Vote: Haney-yes, Garrett-yes, Johnson-yes.

ATTEST

  
Fiscal Officer, Jill Davis

BOARD OF TRUSTEES

  
Bart Johnson

  
Joe Garrett

  
Jason Haney

January 24, 2018

CONCORD TOWNSHIP TRUSTEE MEETING

AGENDA

ROLL CALL

APPROVE MINUTES

PUBLIC INPUT

OLD BUSINESS

Shawnee Hill Annexation in Lucy Depp

NEW BUSINESS

Communication Plans for 2018

Fall Fest Date

Whisper Trace 8329 Jim HOA pres. Question about concrete. Also a question about island curb

Meadows at Home Rd

4-H Club using the Township Hall

Cemetery meeting at new property to discuss future use and layout and use of the barns

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

# BREASTFEEDING



## 2018 CLASS SCHEDULE

Learn the basics of breastfeeding from our certified lactation specialists!

Classes are held second Tuesday of each month at 1:00PM

Delaware WIC office  
3 W. Winter Street  
Delaware, OH 43015

If interested, please call 740-203-2057

**WIC**  
WOMEN, INFANTS & CHILDREN NUTRITION PROGRAM  
DELAWARE • MORROW • UNION COUNTIES

### CLASS DATES

January 9	July 10
February 13	August 14
March 13	September 11
April 10	October 9
May 8	November 13
June 12	December 11





# Car & Booster Seat Inspection Schedule Delaware County 2018



Month	Day	Date	Time	Event
				Location
JANUARY	Wed	10	4pm-7pm	B.S.T. & G. Fire District Station #350 350 W. Cherry St., Sunbury 43074
	Thur	25	5pm-8pm	Concord Township Fire Station #340 7990 Dublin Road, Delaware 43015
	Sat	27	9am-noon	Tri-Township Fire Station #331 495 Sunbury Road, Delaware 43015
FEBRUARY	Wed	7	4pm-7pm	Berlin Township Fire Station #390 2708 Lackey Old State Rd., Delaware 43015
	Thurs	15	5pm-8pm	Concord Township Fire Station #340 7990 Dublin Road, Delaware 43015
	Sat	24	9am-noon	Orange Township Fire Station #361 7700 Gooding Blvd., Delaware 43015
MARCH	Thurs	8	5pm-8pm	Concord Township Fire Station #340 7990 Dublin Road, Delaware 43015
	Wed	21	4pm-7pm	Liberty Township Fire Station #322 10150 Sawmill Rd., Powell 43065
APRIL	Wed	4	5pm-8pm	Concord Township Fire Station #340 7990 Dublin Rd., Delaware 43015
	Wed	11	4pm-7pm	Genoa Township Fire Station #440 7049 Big Walnut Rd., Galena 43021
MAY	Wed	2	4pm-7pm	Orange Township Fire Station #361 7700 Gooding Blvd., Delaware 43015
	Thurs	10	5pm-8pm	Concord Township Fire Station #340 7990 Dublin Rd., Delaware 43015
	Thurs	17	11:30am-1:30pm	Liberty Township Fire Station #321 7761 Liberty Road, Powell 43065
JUNE	Sat	2	10am-1pm	EMS #8 Touch-A-Truck Event 6457 Marysville Rd., Ostrander 43061
	Wed	27	4pm-7pm	Delaware City Fire Station #303 1320 W. Central Ave., Delaware 43015
JULY	Wed	11	4pm-7pm	Liberty Township Fire Station #322 10150 Sawmill Rd., Powell 43065
	Wed	25	4pm-7pm	Orange Township Fire Station #361 7700 Gooding Blvd., Delaware 43015

Month	Day	Date	Time	Event
				Location
AUGUST	Sat	4	10am-2pm	EMS #10 Touch-A-Truck Event Berlin Township Fire Station #390 2708 Lackey Old State Rd., Delaware 43015
	Wed	8	4pm-7pm	Delaware City Fire Station #303 1320 W. Central Ave., Delaware 43015
	Sat	25	9am-noon	Elm Valley Fire Station 9821 State Route 42 N, Ashley, 43003
SEPTEMBER	Wed	5	4pm-7pm	Genoa Township Fire Station #440 7049 Big Walnut Rd., Galena 43021
	Thurs	13	5pm-8pm	Concord Township Fire Station #340 7990 Dublin Rd., Delaware 43015
	Sat	22	9am-noon	National Car Seat Check Saturday Event AAA Delaware Store 840 Sunbury Road, Delaware 43015
	Wed	17	4pm - 7pm	Orange Township Fire Station #361 7700 Gooding Blvd., Delaware 43015
OCTOBER	Sat	3	9am-noon	B.S.T.G Fire District Station #350 350 W. Cherry St., Sunbury 43074
	Wed	7	4pm-7pm	Berlin Township Fire Station #390 2708 Lackey Old State Road, Delaware 43015
	Thurs	15	5pm-8pm	Concord Township Fire Station #340 7990 Dublin Rd., Delaware 43015
NOVEMBER	Sat	8	9am-noon	Elm Valley Fire Station 9821 State Route 42 N, Ashley, 43003
	Wed	12	5pm-8pm	Concord Township Fire Station #340 7990 Dublin Rd., Delaware 43015
	Wed	19	4pm-7pm	Delaware City Fire Station #303 1320 W. Central Ave., Delaware 43015

All events are by appointment by calling 740-203-2079. Walk-ins are welcome on June 2, Aug. 4 and Sept. 22 events



# Car & Booster Seat Inspection Schedule Delaware County 2018



# Delaware County Car Seat Inspections

- The Delaware General Health District coordinates the Child Passenger Safety Program for Delaware County.
- Only Safe Kids certified Child Passenger Safety Technicians conduct inspections.
- **MOST** fire, emergency and law enforcement personnel **ARE NOT** trained or certified child passenger safety technicians. Please call ahead and make an appointment only at a registered inspection station.



# Have Your Carseat Inspected Because:



- You are expecting a baby (allow 4-8 weeks prior to due date)
- You have a new vehicle
- You have a new seat
- A child has outgrown a seat
- Does your child need a booster seat?
- You are a grandparent who transports children
- You are a child care provider who transports children
- You have doubts or quest
- Someone has given you a used seat



Facebook.com/safedelaware  
Revised January 2018

# Inspection Stations By Appointment Only

Contact the Delaware General Health District to schedule an appointment near you:  
Online: DelawareHealth.org  
Email: carseats@delawarehealth.org  
Phone: 740-203-2079

**Concord Township Fire Station #340**  
Schedule appointment at 740-203-2079

**Elm Valley Fire Station - Village of Ashely**  
Schedule appointment at 740-203-2079

**Delaware County EMS Station #10**  
Berlin Township  
Schedule appointment at 740-203-2079

**Delaware County EMS Station #7**  
Genoa Township  
Schedule appointment at 740-203-2079

**Delaware County Sheriff's Office**  
Schedule appointment at 740-833-2800

**Liberty Township Fire Station #322**  
10150 Sawmill Parkway, Powell, Ohio 43065  
*ONLY Liberty Township or City of Powell residents,*  
Schedule appointment at 740-938-2027

**AAA Auto Club / Delaware Store**  
840 Sunbury Road, Delaware, Ohio 43015  
*Not available on Saturdays or Sundays,*  
Schedule appointment at 740-363-1928

# Car & Booster Seat Inspection Schedule



# Delaware County 2018

 **Delaware General Health District**  
*Dedicated to Your Health*

CASH SUMMARY BY FUND  
Concord Township [2018]

Date: 01/24/18

FUND	Starting Balance 01/01/18	Total Receipts	Transfers In (MEMO ONLY)	Advances In (MEMO ONLY)	Total Receipts and Balances	Expenditures	Transfers Out (MEMO ONLY)	Advances Out (MEMO ONLY)	Ending Balance YTD
01 -GENERAL	5186378.52	5585.62	0.00	0.00	5191964.14	41538.65	0.00	0.00	5150425.49
02 -MOTOR VEHICLE LICENSE TAX	31087.23	1256.68	0.00	0.00	32343.91	4500.00	0.00	0.00	27843.91
02 -GASOLINE TAX	57193.14	7912.81	0.00	0.00	65105.95	13515.71	0.00	0.00	51590.24
03 -CEMETER TAX	25176.35	2050.00	0.00	0.00	27226.35	0.00	0.00	0.00	27226.35
10 -FOND DISTRICT	937103.77	6935.14	0.00	0.00	944038.91	249373.30	0.00	0.00	694665.61
11 -FOND DISTRICT	1851633.74	0.00	0.00	0.00	1851633.74	6356.81	0.00	0.00	1845276.93
14 -MAINTENANCE FACILITY-ROAD	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
14A-EMA	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
14B-COMMUNITY PARK IMPROV GRANT FUND (CPTC)	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	64111.39	2775.59	0.00	0.00	66886.98	14862.38	0.00	0.00	52024.60
23 -PERMISSIVE MOTOR VEHICLE LICENSE TAX	8180671.82	26515.84	0.00	0.00	8207187.66	330326.85	0.00	0.00	7876860.81
TOTAL ALL FUNDS									

PENDING WARRANT REPORT  
Concord Township [2018]

Date: 01/24/18

Warrant Number	Warrant Amount	Voucher Number	Payee	Purpose
1692	206.00	V 1692	HR BUTLER, LLC	PAYROLL PROCESSING 1/5/18
1693	3692.02	V 1693	HR BUTLER, LLC	PAYROLL AGENCY DEDUCTIONS 1/5/18
1694	50813.05	V 1694	HR BUTLER, LLC	PAYROLL SALARIES 1/5/18
1695	16191.30	V 1695	HR BUTLER, LLC	PAYROLL TAXES WITHHELD 1/5/18
1696	111.00	V 1696	PNC BANK	DEC BANK FEES (DOMESTIC WIRE, CHKS, SWP)
1697	441.94	V 1697	HR BUTLER, LLC	PAYROLL PROCESSING FEES 1/19/18
1698	3397.50	V 1698	HR BUTLER, LLC	PAYROLL AGENCY DEDUCTIONS 1/19/18
1699	58311.40	V 1699	HR BUTLER, LLC	PAYROLL SALARIES 1/19/18
1700	16522.98	V 1700	HR BUTLER, LLC	PAYROLL TAXES WITHHELD 1/19/18
13475	40.00	WM13475	GORDON FLESCH CO., INC.	ADMIN COPIER USAGE
13476	95.00	WM13476	JOE S TOWING & AUTO REPAIR	ROAD DEPT 06RANGER TOWING
13477	1526.52	WM13477	THE DEXTER COMPANY	ROAD DEPT TRUCK REPAIR PARTS
13478	19362.38	WM13478	COMPASS MINERALS AMERICA	ROAD DEPT ROAD SALT
13479	239.54	WM13479	DEL-CO WATER CO INC	WATER UTILITIES
13480	1385.26	WM13480	OHIO EDISON	ELECTRIC UTILITIES
13481	840.00	WM13481	PNC BANK	FIRE DEPT FDIC CONFER REGISTRATION
13482	61.67	WM13482	FRONTIER	COMM BLDG FIRE ALARM PHONE LINE
13483	50631.00	WM13483	OHIO POLICE & FIRE PENSION FUND	FIRE DEPT PENSION CONTRIBUTIONS DECL17
13484	6923.61	WM13484	PUBLIC EMPLOYEES RETIREMENT SYSTEM	FIRE DEPT PENSION CONTRIBUTIONS DECL17
13485	100.00	WM13485	TREASURER, STATE OF OHIO	THP PENSION CONTRIBUTIONS DECL17
13486	1116.50	WM13486	CONSOLIDATED FLEET OF OHIO	OHIO DAS COOP PURCH PROGRAM ANNUAL FEE
13487	113.50	WM13487	PORTA KLEEN	PARK PORTABLE RESTROOM DEC
13488	174.00	WM13488	THOMSON WEST	FIRE DEPT ANNUAL LADDER TESTING
13489	300.58	WM13489	MADISON ENERGY COOP ASSOC INC	ADMIN LOCAL GOVT LAW SUBCR
13490	147.00	WM13490	POSTMASTER	ROAD DEPT GAS UTILITY
13491	50.00	WM13491	TREASURER, STATE OF OHIO	ADMIN POSTAGE STAMPS
13492	1574.42	WM13492	EXPRESS SERVICES INC	FIRE DEPT TANK TIGHT TEST 7990 DUBLIN
13493	5227.28	WM13493	DELAWARE CO HOMELAND SEC &EMERGENCY MGMT	ROAD DEPT LABOR 1/2-1/13
13494	32.16	WM13494	STANDARD INSURANCE CO	DEL CO EMA APPORTIONMENTS 2018
13495	183.81	WM13495	OHIO EDISON	LIFE INSUR JAN-FEB18
13496	1317.80	WM13496	OHIO EDISON	FIRE DEPT INTERNET/CABLE
13497	180.90	WM13497	TRIP-TOWNSHIP FIREFIGHTERS	FIRE DEPT ELECTRIC UTILITY
13498	150.00	WM13498	CLIA LABORATORY PROGRAM	FIRE DEPT MEDIC EXTINGUISHERS
13499	59.98	WM13499	THE COLUMBUS DISPATCH	FIRE DEPT LAB CERTIFICATE FEE
13500	855.00	WM13500	CHAD MAST	FIRE DEPT DISPATCH SUBSCRIPTION
13501	359.04	WM13501	VISION SERVICE PLAN - (OH)	FIRE DEPT REIMB CONTIN EDUC
13502	201.65	WM13502	TPM LIFE INSURANCE CO.	VISION INSUR JAN18
13503	5101.22	WM13503	DELTA DENTAL	THP DISABILITY INSUR/HOLLOWAY
13504	2244.27	WM13504	GREAT LAKES PETROLEUM, INC.	FIRE/ROAD FUEL SUPPLY
13505	2415.86	WM13505	INTERSTATE BILLING SERVICE, INC.	ROAD DEPT TRUCK347 ELEC REPAIR
<hr/>				
Total Amount of Pending Warrants				252937.14