

CONCORD TOWNSHIP BOARD OF TRUSTEES

January 11, 2017

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Call to Order

The Concord Township Board of Trustees met in regular session on Wednesday, January 11, 2017 at the Concord Township Administrative Building. Chairman Bart Johnson called the meeting to order at 7:06 p.m. In attendance were Trustees Bart Johnson, Joe Garrett, and Jason Haney.

Minutes

Mr. Garrett moved and Mr. Haney seconded to approve the minutes from the previous meeting. Vote: Haney-yes, Garrett-yes, Johnson-yes.

Public Input

The annual appointment of a committee for the Firefighters Dependent Fund was held. The committee consists of two trustees, two firefighters, and a township resident. Mr. Johnson moved and Mr. Garrett seconded to appoint Trustees Haney and Garrett to the Firefighters Dependent Fund committee. Vote: Haney-yes, Garrett-yes, Johnson-yes. Firefighters Kasberg and Stover were selected by the fire department. Mr. Johnson moved and Mr. Garrett seconded to select resident Mike Hamilton as the community member for the committee. Vote: Haney-yes, Garrett-yes, Johnson-yes.

Since a committee quorum was present, Mr. Garrett moved and Mr. Haney seconded the Firefighters Dependent Fund committee nominate Firefighter Jeff Kasberg as the committee chairman. Vote: Haney-yes, Garrett-yes, Hamilton-yes.

Old Business

The joint work session with the Concord Township Board of Trustees, Zoning Commission Board, and Delaware County Sanitary Engineer will be held Thursday, January 19, 2017 at 6:00 pm, to discuss an overview of the new sewer plant plans for the township. Delaware County Commissioner Gary Merrell will also attend.

Mr. Haney attended his first sheriff citizen committee meeting this week. History of the department was covered.

New Business

Fiscal Officer Davis updated the Board on the lien against the new fire station construction. The lien was filed by a subcontractor of a subcontractor, under the main construction contractor. Delaware County Assistant Prosecutor Penkal is assisting the township with the details. At this time, the township does not have to withhold or escrow funds from the construction contractor.

Mr. Garrett is updating five and ten year budget estimates for the road and fire departments. He met with the County Auditor and Jill Davis for tax estimate numbers, and also received a development buildout schedule from Metro Development to estimate property values at completion. The township has \$482 million in assessed tax property value, with approximately \$282 million more to come after full development buildout. Calculations will be used to determine road and fire levy needs.

Zoning Department

Zoning Inspector Ric Irvine reported one home permit was issued to date in January.

Chris Vince contacted Mr. Irvine about a development layout change requested by the county engineer's office. More details to come. Discussion was held on engineer specifications and requirements.

The business located at the southeast corner of Butts Road and Riverside Drive wants to build a service building. It is currently zoned B-1, but may need changed.

Mr. Pettit was sent a zoning letter the first week of December about a broken down car on his property. No response has been received from the homeowner and the car is still sitting. The Trustees advised to turn the issue over to the Prosecutor's office.

It was mentioned that a law recently passed under Governor Kasich making it illegal to board up a building with plywood or OSB board; a clear material must be used.

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The Montgomery property on Section Line Road by Lake Hill Drive has not progressed much the past couple years. The roof is still tarped, some windows boarded up, structure open to the weather, and debris in yard. The Trustees want action taken. The Prosecutor's office will be consulted and previous letters and emails reviewed for taking action per Ohio Revised Code 505.86. Mr. Irvine will find out if the building permit is current.

A complaint was received about a barking dog late at night in Scioto Reserve. The Sheriff was contacted. Mr. Irvine will check with Scioto Reserve's HOA.

Mr. Irvine noted a resident off Cook and Concord Roads wants to put in a wine tasting room, which falls under agricultural use and is permitted.

The nuisance property on US 42 has made some progress, but much of the front yard debris has been moved to the back yard.

Road & Fire Department

Trustee Haney rode in the salt truck with Joe Holloway today.

The Pointe Condo Association held a meeting Monday and thanked the township for use of the building for their meetings.

Tuesday night the Zoning Commission met; Connie Resanovich was elected Chairman, and Virginia Farneman was elected Vice Chairman. They will work on updating the Zoning Code Resolution during 2017, and will attend the special meeting January 19th.

Firefighter Barcus will be on approved light duty for two months following surgery.

New fire station update: The bay doors are expected Friday, some concrete was cut out and re-poured this week, cost quotes are being obtained for a new stove and three refrigerators, there is a meeting tomorrow to finalize interior colors, quotes will be obtained for low voltage wiring installation, Frontier will probably install the phone system, the pressure test for the fire line was completed today, the gas meter was replaced and all utilities are now relocated, gear room lockers were changed due to a beam placement, inspection for the fire-rated wall is tomorrow, followed by finishing drywall. Mr. Haney has concerns on how and where the tower attaches to the building and will discuss with the architect. The project is about two months behind schedule.

EMS transport reports are being submitted to Medicount every two weeks. No deposits to date.

Buckeye Valley Schools has asked for another meeting with the township and Del-Co water about the elementary school plans. The architect/engineer has changed for the project. There is only 200 gallons per minute pressure at the Bellpoint school site, and due to different Del-Co line pressures, the two lines nearby cannot be looped. For comparison, Scioto Reserve water pressure is 2500 gallons per minute. Discussion was held on future water and sewer utilities to the area. Also, due to a law prohibiting dead zones for fire communication service inside commercial buildings, the school site is far enough from a communication tower that a \$60,000 repeater system may be required to install.

Mr. Garrett moved and Mr. Haney seconded to approve hiring Dr. Dennis Bambach as EMS medical director for Concord Township for the annual fee of \$10,000.00. Vote: Haney-yes, Garrett-yes, Johnson-yes.

The road department Ford Ranger sustained damage after sliding on black ice.

An email was received about installing handicap curb ramps as part of a county project. The project would affect about twenty roads in the township. The Trustees asked Mr. Cooper to record all the ramp areas and also get a quote from Cyrus Construction for comparison to the county project bid.

A 3,000 gallon tank for refuse water from the new fire station bays was placed in the yard and not in the driveway. It was decided to cover with two feet of dirt rather than eight inches concrete in case needs replaced in the future.

Financial

Mr. Garrett moved and Mr. Haney seconded to adopt a Resolution approving use of township funds for the payment of 2017 Delaware County Emergency Management apportionment dues, based on the 2016 end population estimate of 10,647 residents x \$0.40 per person, in the amount of \$4,258.80. Vote: Haney-yes, Garrett-yes, Johnson-yes.

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Correspondence was received from the Ohio Division of Liquor Control, noting the transfer of the liquor license for A New Era Market. Action tabled until next meeting.

Correspondence was received from Ohio Public Entity Consortium's Healthcare Cooperative, to consider an application for the open board seat. Mr. Johnson moved and Mr. Haney seconded to vote in favor of Donald Gus Edwards for the OPEC-HC board open seat. Vote: Haney-yes, Garrett-abstain, Johnson-yes.

It was noted the Records Commission will hold its annual meeting immediately following the Board of Trustees meeting.

Mr. Garrett moved and Mr. Haney seconded to appoint Trustee Johnson and resident Darren Webb to the township Audit Committee. Vote: Haney-yes, Garrett-yes, Johnson-yes.

Mr. Johnson moved and Mr. Garrett seconded to approve payment of insurance premiums for township elected officials in 2017. Vote: Haney-yes, Garrett-yes, Johnson-yes.

Fiscal Officer Davis reported all 2016 year-end reports were supplied to the County Auditor's office, the accounting system rolled over, and amended certificate received.

Chairman Johnson certified the Fiscal Officer provided current financial reports for the township. The current Cash Summary by Fund balances were: General Fund \$4,907,251.25, and Special Revenue Funds (Motor Vehicle & Permissive License Tax, Gas Tax, Cemetery, Road, Fire) \$4,015,143.08.

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 all pending purchase orders, vouchers, and warrants #12568-12597, totaling \$403,314.29. Vote: Haney-yes, Garrett-yes, Johnson-yes.

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

ATTEST

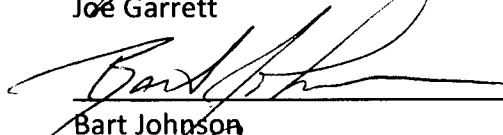


Fiscal Officer, Jill Davis

BOARD OF TRUSTEES



Joe Garrett



Bart Johnson



Jason Haney

RECORD OF PROCEEDINGS
CONCORD TOWNSHIP BOARD OF TRUSTEES

Minutes of

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

January 11, 2017

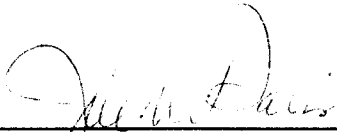
Held _____

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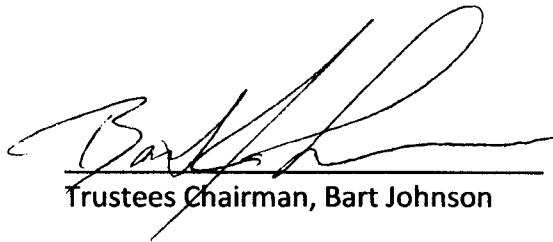
The Concord Township Records Commission held its annual meeting on Wednesday, January 11, 2017 at the Concord Township Administrative Building. Chairman Bart Johnson called the meeting to order at 9:20 pm. The roll was called; in attendance were Trustee Bart Johnson and Fiscal Officer Jill Davis.

Discussion was held on the township records eligible for disposal in 2017. Mr. Johnson moved and Mrs. Davis seconded to approve records disposal per the township's approved records retention schedule. Vote: Johnson-yes, Davis-yes.

As there was no further business, Mr. Johnson moved and Mrs. Davis seconded to adjourn. Vote: Johnson-yes, Davis-yes.



Fiscal Officer, Jill Davis



Trustees Chairman, Bart Johnson

January 11, 2017

CONCORD TOWNSHIP TRUSTEE MEETING

AGENDA

ROLL CALL

APPROVE MINUTES

PUBLIC INPUT

OLD BUSINESS

REMINDER: Work session/special joint meeting with Zoning Board January 19th 6 pm

NEW BUSINESS

Lien Claim against new Fire Station

ZONING INSPECTOR

Zoning violations: Highlands drive, South Section Line update on progress

FIRE DEPARTMENT / OPERATIONS DIRECTOR

Fire Station Update

EMS Billing update

Fiscal Officer

OPEC election

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

RESOLUTION NO. 011117-1

Delaware County, Ohio

Mr. Garrett moved for the adoption of the following Resolution:

Be It Resolved by the Township Trustees of Concord Township, to approve use of township funds for payment of 2017 Delaware County Emergency Management apportionment dues calculated as follows:

End of 2016 Population Estimate of 10,647 x \$0.40/person for a total of \$4,258.80.

Mr. Haney seconded the motion.

Vote:	Johnson	<u>yes</u>
	Garrett	<u>yes</u>
	Haney	<u>yes</u>

Adopted this 11th day of January, 2017.

Attest:

Board of Trustees:

Jean Davis
Fiscal Officer

[Signature]
[Signature]
[Signature]

PENDING WARRANT REPORT
Concord Township [2017]

Date: 01/11/17

Warrant Number	Warrant Amount	Voucher Number	Payee	Purpose
12568	724.00	VW12568	TAYLOR TIRE COMPANY, LTD.	FIRE DEPT M341 MEDIC TIRE REPAIR
12569	351088.47	VW12569	CHARTER HILL CONSTRUCTION INC.	FIRE STATION CONSTR PAY APPLI#8 59%COMPL
12570	123.00	VW12570	BROSIUS, JOHNSON & GRIGGS, LLC	LEGAL COUNSEL SVCS THRU 12/31/16
12571	333.79	VW12571	VALTECH COMMUNICATIONS	ADMIN PHONE BILL
12572	102.19	VW12572	MATHESON TRI-GAS INC.	ROAD DEPT GAS CYLINDER RENTAL
12573	28.12	VW12573	LOWE'S COMPANIES, INC	COMM'Y BLDG BLIND REPLACEMENT
12574	113.50	VW12574	PORTA KLEEN	PARK PORTABLE RESTROOM DEC'16
12575	81.13	VW12575	CIVITAS MEDIA LLC/DELAWARE GAZETTE	ZONING LEGAL AD DEC'16
12576	7847.24	VW12576	COMPASS MINERALS AMERICA	WINTER ROAD SALT MATERIAL
12577	6.99	VW12577	FRANKLIN EQUIPMENT	ROAD DEPT FUEL CAP
12578	1007.00	VW12578	TAYLOR TIRE COMPANY, LTD.	ROAD DEPT TRK#349 TIRE REPAIR
12579	36400.10	VW12579	OHIO INSURANCE SERVICES AGENCY, INC	HEALTH, DENTAL, VISION, LIFE INS JAN'17
12580	26.75	VW12580	MCWHERTER PETROLEUM	ROAD DEPT HYDRO FILTER
12581	529.44	VW12581	EXPRESS SERVICES INC	ROAD DEPT LABOR 12/19-12/21
12582	1116.91	VW12582	COLUMBIA GAS	FIRE DEPT GAS UTILITY
12583	180.00	VW12583	FIRE SAFETY SERVICES, INC.	FIRE DEPT AIR FILTER & CHECK
12584	8.61	VW12584	AIRGAS GREAT LAKES	FIRE DEPT GAS CYLINDER RENTAL
12585	216.00	VW12585	DAVE BUTTLER	SPECIAL DUTY SHERIFF DEC'16
12586	216.00	VW12586	BRIAN BLAIR	SPECIAL DUTY SHERIFF DEC'16
12587	108.00	VW12587	JOHN MIELKE	SPECIAL DUTY SHERIFF DEC'16
12588	108.00	VW12588	JOHN HERRINGTON	SPECIAL DUTY SHERIFF DEC'16
12589	108.00	VW12589	MONICA RICE	SPECIAL DUTY SHERIFF DEC'16
12590	108.00	VW12590	SEAN BOB	SPECIAL DUTY SHERIFF DEC'16
12591	108.00	VW12591	JON BURKE	SPECIAL DUTY SHERIFF DEC'16
12592	108.00	VW12592	ROBERT CURREN	SPECIAL DUTY SHERIFF DEC'16
12593	108.00	VW12593	SUSANNA LEONARD	SPECIAL DUTY SHERIFF DEC'16
12594	108.00	VW12594	ROBERT SPRING	SPECIAL DUTY SHERIFF DEC'16
12595	36.00	VW12595	CHRIS BURDEN	SPECIAL DUTY SHERIFF ADMIN FEE DEC'16
12596	540.00	VW12596	DELAWARE CO. SHERIFF'S OFFICE	SPECIAL DUTY CRUISER FEE DEC'16
12597	1725.05	VW12597	GREAT LAKES PETROLEUM, INC.	ROAD/FIRE FUEL SUPPLY
=====		Total Amount of Pending Warrants		
403314.29				

CASH SUMMARY BY FUND
Concord Township [2017]

Date: 01/11/17

FUND	Starting Balance 01/01/17	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	4915200.40	3078.22	0.00	0.00	4918278.62	11027.37	0.00	0.00	4907251.25
02 -MOTOR VEHICLE LICENSE TAX	29394.92	0.00	0.00	0.00	29394.92	0.00	0.00	0.00	29394.92
03 -GASOLINE TAX	85963.78	0.00	0.00	0.00	85963.78	1444.39	0.00	0.00	84519.39
05 -CEMETERY	40409.92	0.00	0.00	0.00	40409.92	0.00	0.00	0.00	40409.92
10 -FIRE DISTRICT	2713667.24	0.00	0.00	0.00	2713667.24	381349.67	0.00	0.00	2332317.57
11 -ROAD DISTRICT	1489315.58	0.00	0.00	0.00	1489315.58	1645.62	0.00	0.00	1487669.96
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 (CPIG)	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	48678.56	0.00	0.00	0.00	48678.56	7847.24	0.00	0.00	40831.32
TOTAL ALL FUNDS	9322630.40	3078.22	0.00	0.00	9325708.62	403314.29	0.00	0.00	8922394.33