

CONCORD TOWNSHIP BOARD OF TRUSTEES

February 13, 2019

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Call to Order

The Concord Township Board of Trustees met in regular session on February 13, 2019 at 7:00pm at the Concord Township Administrative Building, 6385 Home Road, Delaware, Ohio 43015. Chairman Johnson called the meeting to order and the roll was called. In attendance were Trustees Bart Johnson, Joe Garrett, and Jason Haney.

Mr. Garrett moved and Mr. Haney seconded to approve the minutes of the January 23, 2019 special meeting. Vote: Haney-yes, Garrett-yes, Johnson-yes.

Mr. Garrett moved and Mr. Haney seconded to approve the minutes of the January 23, 2019 regular meeting. Vote: Haney-yes, Garrett-yes, Johnson-yes.

Mr. Haney moved and Mr. Garrett seconded to approve the minutes of the January 9, 2019 regular meeting. Vote: Haney-yes, Garrett-yes, Johnson-yes.

Public Input

Doug Riedel of the Delaware County Engineer's office discussed upcoming township projects:

- 1) The final plans for the Concord Road bike path are done, documents ready to sign, and a bid opening scheduled for March 12, 2019 at 10:00am. Delaware County will administer the project. Concord Township's portion of the project with the City of Dublin will be \$133,700.00 (total project \$194,000). Mr. Garrett moved and Mr. Haney seconded to approve the final plans and appropriate \$133,700 toward the project. Vote: Haney-yes, Garrett-yes, Johnson-yes. Dublin's City Council will review the final plans on February 25, 2019.
- 2) To complete the Buntz Station Road culvert project, some trees within the right-of-way will need removed, and some trees will need an easement to remove them. Easements will need secured and recorded prior to tree removal; tree removal must take place by the end of March per ODNR. A fiber line may also need removed to complete the project. Mr. Johnson will work on obtaining the easements.
- 3) Road and ditch improvements to Clark Shaw Road were discussed. Work agreements will be prepared for several property owners to address tree removals and drive pipe changes. A general work letter will be sent to all neighbors in the affected area in addition to specific work agreements. A special meeting was scheduled for March 13, 2019 at 6:00 pm for a "Public Q&A" for the purpose of discussing the upcoming road and ditch improvements to Clark Shaw Road.
- 4) Traffic calming remedies for Scioto Chase Boulevard were presented. Striping the road would require no parking on one side of the road. The Trustees thought residents would not like that option. Residents want to hire special duty officers for speed patrolling. The Trustees requested a speed test of the area.
- 5) No response yet from the county's consultant on road signage for Cook Road.

Lori Kannally from the Delaware General Health District spoke to the Board about upcoming activities:

- 1) The District Advisory Council will meet March 14, 2019 at 6:45 pm. A representative from Concord Township is needed.
- 2) The Community Profile Project is complete and demographics and health data are available by community. Concord Township had a great response.
- 3) The epidemiologist has determined quality of life information for Delaware County, and Concord Township has the second highest quality of life. More information will be shared later.
- 4) Special Collection Events for 2019 will be held by the Delaware-Knox-Marion-Morrow (DKMM) Solid Waste District (see attached flyer): April 27 at Morrow County Fairgrounds, May 18 at Marion County Fairgrounds, August 24 at Knox County Fairgrounds, October 12 at Delaware County Fairgrounds.
- 5) Car and Booster Seat Inspection Schedule for 2019 was shared.

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6) The Delaware County Community Health Improvement Plan (CHIP) toolkit was presented. Included in the kit is the Plan, health summaries, and strategies to implement health improvements.

Scott Belcastro of Trebel LLC, broker for township electric aggregation program, updated the Board of Trustees on markets, programs, and what is to come.

- 1) Trebel would like to visit the Board a few times per year, and had 26 new signups for aggregation during the OTA workshop. Jen Brown now runs our call center, and Lucas Fykes (Operations Director) completes filings and dues.
- 2) The natural gas market affects electricity prices and has high volatility. Fixed rate programs need to account for the market changes. More updates will come.
- 3) The current township aggregation is with Capital Energy at 5.599c/kwh, still a good price. There are 2460 eligible for the program, with 168 opted out. The program will be up for bid again in May 2019.
- 4) Mr. Haney moved and Mr. Johnson seconded to allow any elected official to sign the customer eligibility list request form for the electric aggregation program. Vote: Haney-yes, Garrett-abstain, Johnson-yes.
- 5) If the Board wants to consider doing natural gas aggregation program, it could be placed on the November ballot. Current natural gas markets are 48-53c/ccf, and a 2-year rate lock is now 39c/ccf.

Financial Report

Chairman Johnson certified the Fiscal Officer provided current financial reports for the township, and there is money available to pay the bills. The current Cash Summary by Fund shows the following cash balances:

General Fund:	\$5,691,734.89
Special Revenue Funds:	<u>\$1,819,723.05</u>
Total All Funds:	\$7,511,457.94

Therefore, Mr. Haney moved and Mr. Garrett seconded to approve pending purchase orders, vouchers, and warrants #1855-1864, 14556-14607, all totaling \$215,801.38. Vote: Haney-yes, Garrett-yes, Johnson-yes.

Zoning Department

Zoning Inspector Ric Irvine reported the following:

- 1) Month of February has received permits for five single family homes plus other accessory permits. The month of January received sixteen permits. Slow now due to weather.
- 2) A cleanup request letter was sent to the property west of the storage facility.
- 3) Call received from a resident that bought house west of South Section Line on south side of US 42 for business.
- 4) Ice cream and hotel business property coming up for sale.
- 5) Corner Market business was bought by Englefield Oil. BP/Duke & Duchess signage to come soon.

Old Business

A quote was received from Greenfields Fitness Equipment for a new fitness area at Concord Park. The cost of the new equipment will be covered by an anonymous donation of \$25,000 to the township. Mr. Johnson moved and Mr. Garrett seconded to purchase Greenfields Fitness Equipment in the amount of \$23,000, and to reserve \$2,000 of the park donation for installation costs, for the new fitness area at Concord Park. Vote: Haney-yes, Garrett-yes, Johnson-yes.

Mr. Haney shared that Matt Simpson from Preservation Parks has completed an overlay of the township park areas. The new fitness layout area will need mapped out on the overlay.

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Mr. Johnson completed a driving tour for the mastic road seal improvements. For the \$10,000 that was approved, they will focus on main thoroughfares first. Specific addresses will be provided for seal locations. The mastic product is crack seal plus a road grit mixture; sealed roads will ride the same but cracks will be repaired.

Purchase of a new Road Department dump truck was discussed. Mr. Haney is evaluating different sizes, brands, and options. So far two quotes have been received, one International and one Kenworth.

Mr. Haney held a meeting with Mrs. Montgomery about the property on South Section Line Road. An agreement to remedy the nuisance structure was prepared using deadline dates set by the Montgomerys. The agreement will be reviewed by their attorney, and once approved, the Trustees and Code Compliance would meet to inspect the property at the end of April for compliance. Mr. Haney moved and Mr. Johnson seconded to extend the agreement deadline approval to Friday, February 15, 2019; if not approved, the township will move forward with removal of the nuisance structure. Vote: Haney-yes, Garrett-no, Johnson-yes.

New Business

Preservation Parks path grant application due October 1, 2019. Tabled.

Mr. Haney moved and Mr. Johnson seconded to approve the DKMM Joint Waste District Plan. Vote: Haney-yes, Garrett-yes, Johnson-yes.

Due to a continuing injury leave case with the Bureau of Workers Compensation, Mr. Johnson moved and Mr. Garrett seconded to approve a purchase order of \$5,000 toward legal counsel with Kelly Stults of Thomas & Company, LPA. Vote: Haney-yes, Garrett-yes, Johnson-yes.

Due to an injury leave agreement not being signed by the injured worker since January 3, 2019, Mr. Johnson moved and Mr. Haney seconded to withdraw previously approved injury leave for Tyler Gray. Vote: Haney-yes, Garrett-yes, Johnson-yes.

A resident of Tartan Fields has sent a complaint about the township killing their grass due to snowplow piles.

Fire and Road Departments

Fire Chief Todd Cooper has requested approval to purchase two sets of jaws of life, to be paid 95% by FEMA grant funds. The new units are battery operated, lighter to use, and better technology. Mr. Johnson moved and Mr. Garrett seconded to approve purchase of two sets of jaws of life from Finley Fire at a cost of \$19,161 plus shipping. Vote: Haney-yes, Garrett-yes, Johnson-yes.

Silco will be out tomorrow to cancel two VOIP lines and change to cell units for the fire alarm monitoring contract at the fire station, at a cost of \$60 per month.

The Fire Chief will be on vacation for two weeks starting Sunday.

Fiscal Officer / Correspondence

Mr. Garrett moved and Mr. Haney seconded to approve the annual mileage certification from the Ohio Department of Transportation at 47.31 miles of township roads. Vote: Haney-yes, Garrett-yes, Johnson-yes.

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Correspondence was received from Republic Waste that a local customer call center will be available for township residents. The renewal agreement has been signed by Republic but is not back yet. Trustees Haney and Garrett discussed current trash and recycling issues with Republic representatives at the Ohio Township Association function.

A letter of liquor license transfer was received from the State of Ohio Liquor Control, from Triken (Corner Market) to Englefield Oil. Mr. Haney moved and Mr. Garrett seconded to NOT request a hearing on the liquor license transfer request. Vote: Haney-yes, Garrett-yes, Johnson-yes.

It was made a matter of record that the Records Commission (Trustees Chairperson and Fiscal Officer) will hold their annual meeting to review records for disposal on March 13, 2019, immediately following the regular Board of Trustees meeting.

Mr. Garrett moved and Mr. Haney seconded to approve the Resolution to open a new certificate of deposit with First Commonwealth Bank for one year at 2.31% interest. Vote: Haney-yes, Garrett-yes, Johnson-abstain. Signature cards were signed.

The Fiscal Officer reported the 2018 Cash Basis Annual Financial Report for the township is complete. It now needs to be filed on the State of Ohio Auditor's online portal.

Mr. Haney moved and Mr. Johnson seconded to approve the updated medical marijuana policy, that the township will maintain its drug-free workplace policy even though medical marijuana has been approved in the State of Ohio. Vote: Haney-yes, Garrett-yes, Johnson-yes.

Correspondence was received from the Delaware County Commissioners, who have approved a Resolution to collect an extra \$5.00 from motor vehicle license tags of Delaware County residents.

No update on trophy display case.

Mr. Johnson moved and Mr. Haney seconded to enter into Executive Session per ORC 121.22 to discuss a personnel issue. Vote: Haney-yes, Garrett-yes, Johnson-yes.

The Trustees returned to Regular Session at 10:15 pm.

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

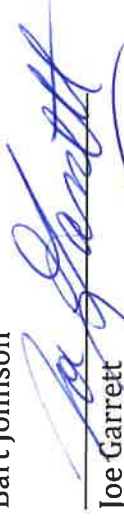
ATTEST



Fiscal Officer, Jill Davis

BOARD OF TRUSTEES

Bart Johnson



Joe Garrett



Jason Haney

Warrant Number	Warrant Amount	Voucher Number	Payee	Purpose
1855	225.04	V 1855	HR BUTLER, LLC	PAYROLL PROCESSING FEES 2/1/19
1856	3413.28	V 1856	HR BUTLER, LLC	PAYROLL AGENCY DEDUCTIONS 2/1/19
1857	57587.02	V 1857	HR BUTLER, LLC	PAYROLL SALARIES 2/1/19
1858	15211.10	V 1858	HR BUTLER, LLC	PAYROLL TAXES WITHHELD 2/1/19
1859	24882.12	V 1859	ANTHEM BCBS OH GROUP	TWP MEDICAL INSURANCE JAN19
1860	24882.12	V 1860	ANTHEM BCBS OH GROUP	TWP MEDICAL INSURANCE FEB19
1861	3591.00	V 1861	OHIO BUREAU OF WORKERS' COMPENSATION	ANNUAL PAYROLL TRUE-UP JAN-DEC 2018
1862	7226.59	V 1862	CBIZ PAYROLL	HRA REIMB THRU 1/25/19
1863	66.00	V 1863	PNC BANK	MONTHLY BANK FEE JAN.1
1864	33.00	V 1864	PNC BANK	MONTHLY BANK SVC FEE FEB.1
14556	131.19	VM14556	LOWE'S COMPANIES, INC	PARK PICNIC TABLE SUPPLIES
14557	29.08	VM14557	THE HARDWARE EXCHANGE	FIRE DEPT HARDWARE PARTS
14558	124.07	VM14558	TIME WARNER CABLE	ADMIN INTERNET SVC
14559	5275.14	VM14559	DELAWARE CO EMERGENCY MGMT AGENCY	DEL CO EMA APPORTIONMENTS 2019
14560	48.98	VM14560	GORDON FLESCH CO., INC.	ADMIN COPIER USAGE FEE
14561	373.42	VM14561	FRONTIER	FIRE DEPT & ADMIN ALARM PHONE LINES
14562	82.65	VM14562	LAWSON PRODUCTS INC.	ROAD DEPT MAINT SUPPLIES
14563	65.22	VM14563	OFFICE CITY EXPRESS	ADMIN OFFICE SUPPLIES
14564	160.00	VM14564	HIGGINS & ASSOCIATES	REPORTED FOR TRUSTEES SPEC MTG
14565	51.72	VM14565	GERMAIN FORD	ROAD DEPT REPAIR SWITCH
14566	485.91	VM14566	42 AUTOMOTIVE INC.	ROAD DEPT RANGER TIRE REPAIR
14567	67.91	VM14567	TRACTOR SUPPLY CREDIT PLAN	ROAD DEPT SHOP TOOLS
14568	170.49	VM14568	VALTECH COMMUNICATIONS	ADMIN PHONE LINES
14569	90.46	VM14569	SHERWIN WILLIAMS CO	PARK PICNIC TABLES PAINT
14570	359.04	VM14570	VISION SERVICE PLAN - (OH)	TWP VISION INSUR FEB19
14571	2611.81	VM14571	DELTA DENTAL	TWP DENTAL INSUR FEB19
14572	173.00	VM14572	STANDARD INSURANCE CO	ROAD DEPT SIGNAGE SUPPLY
14573	204.10	VM14573	KLEEM, INC.	FIRE/ROAD FUEL SUPPLY
14574	1862.13	VM14574	WASHINGTONS HARDWARE AND AUTO PARTS	ROAD DEPT REPAIR PARTS
14575	1586.22	VM14575	HIGHTOWERS PETROLEUM CO	FIRE/ROAD FUEL SUPPLY
14576	40.00	VM14576	RIC IRVINE ZONING INSPECTOR	TWP ZONING CELL PHONE REIMB FEB19
14577	332.00	VM14577	PORTA KLEEN	PARK PORTABLE RESTROOM OCT, DEC, JAN
14578	16637.59	VM14578	COMPASS MINERALS AMERICA	WINTER ROAD SALT JAN19
14579	23000.00	VM14579	GREENFIELDS OUTDOOR FITNESS INC	PARK FITNESS EQUIPMENT
14580	69.36	VM14580	LOEB ELECTRIC	FIRE/ROAD BULBS SUPPLY
14581	275.00	VM14581	CBIZ PAYROLL	HRA FEE & ANNUAL RENEWAL FEE
14582	15.15	VM14582	BATTERIES PLUS COMMERCIAL SALES	ROAD DEPT BATTERY SUPPLY
14583	60.89	VM14583	WALMART COMMUNITY	TWP BLDG SUPPLIES
14584	1187.40	VM14584	BROSIOUS, JOHNSON & GRIGGS, LLC	TWP LEGAL COUNSEL THRU 1/31/19
14585	687.50	VM14585	OHIOHEALTH EMERGENCY MEDICAL SERVICES	FIRE DEPT MEDICAL DIRECTOR MAR19 #11
14586	3457.91	VM14586	EXPRESS SERVICES INC	ROAD DEPT LABOR 1/7/19-2/1/19
14587	660.75	VM14587	AIM MEDIA MIDWEST	TWP LEGAL ADVERTISING
14588	5940.10	VM14588	B & C COMMUNICATIONS	FIRE DEPT HEADSETS
14589	130.76	VM14589	MILLER'S TEXTILE SERVICES	FIRE DEPT MATS
14590	1215.65	VM14590	BOUND TREE MEDICAL, LLC	FIRE DEPT EMS SUPPLIES
14591	980.00	VM14591	HOWELL RESCUE SYSTEMS INC	FIRE DEPT PREV MAINT SVC
14592	650.00	VM14592	ABLE SANITATION SERVICE, INC	FIRE DEPT HOLDING TANK PUMPED
14593	1193.52	VM14593	SUTPHEN CORPORATION	FIRE DEPT REPAIR PARTS
14594	136.13	VM14594	TODD COOPER	FIRE DEPT REIMB FUEL & PIZZA
14595	40.00	VM14595	DOUG KINDELL	FIRE DEPT REIMB FUEL
14596	1062.33	VM14596	COLUMBIA GAS	FIRE DEPT GAS UTILITY
14597	2830.00	VM14597	MOBILETEK CONSULTING LLC	FIRE DEPT TOUGHBOOK MAPPING COMPUTERS
14598	1395.47	VM14598	HIGHTOWERS PETROLEUM CO.	FIRE/ROAD FUEL SUPPLY

Warrant Number	Warrant Amount	Voucher Number	Payee	Purpose
14599	84.00	VM14599	O.E. MEYER CO.	FIRE DEPT GAS CYLINDERS
14600	193.73	VM14600	GALLS, LLC - DBA ROY TAILORS UNIFORMS	FIRE DEPT UNIFORMS/SUPPLY
14601	229.90	VM14601	MICRO CENTER	FIRE DEPT OFFICE SUPPLIES
14602	16.00	VM14602	MIATI EMBROIDERY	FIRE DEPT EMBROIDERY/PATCHES
14603	23.93	VM14603	TAYLOR TRUCK PARTS	FIRE DEPT REPAIR PARTS
14604	90.00	VM14604	MOUNT CARMEL OCCUPATIONAL HEALTH	FIRE DEPT PHYSICAL RTW HELD
14605	400.00	VM14605	KYLE HELFER	FIRE DEPT TRAUMA CONFERENCE REIMB
14606	1001.50	VM14606	OHIO VALLEY INTEGRATION SVCS, INC.	TWP FIRE ALARM MONITORING & TESTING 2019
14607	805.50	VM14607	THE DEXTER COMPANY	ROAD DEPT SNOWPLOW REPAIR PARTS

Total Amount of Pending Warrants

215801.38

CASH SUMMARY BY FUND
Concord Township [2019]

Date: 02/13/19

FUND	Starting Balance 01/01/19	Total Receipts	Transfers In (MEMO ONLY)	Advances In (MEMO ONLY)	Total Receipts and Balances	Expenditures (MEMO ONLY)	Transfers Out (MEMO ONLY)	Advances Out (MEMO ONLY)	Ending Balance YTD
01 -GENERAL	5782576.90	18749.02	0.00	0.00	5801325.92	109591.03	0.00	0.00	5691734.89
02 -MOTOR VEHICLE LICENSE TAX	23860.43	1253.33	0.00	0.00	25113.76	609.77	0.00	0.00	24503.99
03 -GASOLINE TAX	77045.92	8985.06	0.00	0.00	86030.98	25294.60	0.00	0.00	60736.38
05 -CEMETERY	13465.43	0.00	0.00	0.00	13465.43	0.00	0.00	0.00	13465.43
10 -FIRE DISTRICT	570080.11	8811.54	0.00	0.00	578891.65	312027.06	0.00	0.00	266864.59
11 -ROAD DISTRICT	1437563.48	0.00	0.00	0.00	1437563.48	18956.98	0.00	0.00	1418606.50
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 (CPFG)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
14C-OHIO PUBLIC WORKS COMMISSION GRANT FUND	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	35327.65	2732.36	0.00	0.00	38060.01	2515.85	0.00	0.00	35544.16
TOTAL ALL FUNDS	7939921.92	40531.31	0.00	0.00	7980453.23	468995.29	0.00	0.00	7511457.94