

RECORD OF PROCEEDINGS
CONCORD TOWNSHIP BOARD OF TRUSTEES

Call to Order

The Concord Township Board of Trustees met in regular session on September 11, 2019 at 7:00 pm at the Concord Township Administrative Building, 6385 Home Road, Delaware, OH 43015.

Chairman Bart Johnson called the meeting to order, and the roll was called. Attending were Trustees Bart Johnson, Joe Garrett, and Jason Haney. Staff in attendance included Fire Chief Todd Cooper, Zoning Inspector Ric Irvine, Road Superintendent Joe Holloway, and Fiscal Officer Jill Davis.

Mr. Haney moved and Mr. Johnson seconded to approve the minutes of the July 25, 2019 special meeting. Vote: Haney-yes, Garrett-abstain/absent, Johnson-yes.

Mr. Haney moved and Mr. Garrett seconded to approve the minutes of the August 22, 2019 special meeting. Vote: Haney-yes, Garrett-yes, Johnson-yes.

Mr. Garrett moved and Mr. Haney seconded to approve the minutes of the August 28, 2019 regular meeting. Vote: Haney-yes, Garrett-yes, Johnson-yes.

Mr. Garrett moved and Mr. Haney seconded to approve the minutes of the September 4, 2019 special meeting. Vote: Haney-yes, Garrett-yes, Johnson-abstain/absent.

Public Input

Resident Greta Markowicz said the County did a great job on Clark Shaw Road, although the workers were hard to see the other day in the construction zone.

Doug Reidel, liaison from the Delaware County Engineer's Office, provided an update on the following township projects:

1. Concrete drives on Clarkshaw Road were poured last Friday and will re-open this week after curing.
2. Bunty Station Road will have a three week closure (near Section Line Road) for culvert repair. A resident has also asked about some private grading.
3. Concord Road Path and Trail is almost finished. There are only a few items left for Strawser to finish, i.e. seed on back side, and a couple signs to move.
4. Sketches for Scioto Chase Blvd were prepared and sent to the Trustees, along with an estimate for pavement markings to slow traffic. The township's road department would perform the labor. Much discussion was held on visual versus physical speed barriers, along with cost versus product and compliance issues. The Trustees asked Road Superintendent Joe Holloway to contact the pavement markings company for product details.
5. Discussion was also held on the effectiveness of hiring Sheriff deputies for extra duty shifts for speed control in subdivisions. Mr. Garrett moved and Mr. Haney seconded to approve 45 extra duty Sheriff's office shifts from now til the end of the year. Vote: Haney-yes, Garrett-yes, Johnson-yes.

Financial Report

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

General Fund	\$ 6,661,116.06
Special Funds	\$ 3,411,394.94
Total All Funds	\$10,072,511.00

RECORD OF PROCEEDINGS

CONCORD TOWNSHIP BOARD OF TRUSTEES

Minutes of

Meeting

GOVERNMENT FORMS & SUPPLIES 844-224-3338 FORM NO. 10148

September 11, 2019

Page 2

Held

20

Therefore, Mr. Haney moved and Mr. Garrett seconded to approve pending purchase orders, warrants and vouchers #1963-1968, 16132-16168, all totaling \$82,347.62.
Vote: Haney-yes, Garrett-yes, Johnson-yes.

Zoning Department

Mr. Irvine reported the following:

1. September permits to date include 8 houses, and a few accessory structures.
2. A complaint was received for Lucy Depp on the southwest corner of Harriott and Dublin Roads. No violation was found.
3. Nuisance properties were updated:
 - Gwendolyn Drive property is now in the permit process.
 - Rob Roy Drive residence as a business was sent two letters.
 - Clarkshaw Road property has cleaned up some but there are still issues. A second letter will be sent.
 - Highlands Drive/Petit property - a plot plan is needed for a shed.
 - Chester property - final notice given for cleanup - case will go to the Prosecutor's office next.
 - 6395 South Park Place property with an open foundation has not been remedied. The case will go to the Prosecutor's office.
 - 6571 South Park Place property was cleaned and boarded up, and is now compliant.

Road Department

Road Superintendent Joe Holloway shared the following updates:

1. Part time employee Liz Spaulding quit yesterday.
2. Mowing and weed-eating at the cemetery needs completed.
3. A job listing post was sent for the Trustees to review today for a full time road department employee. Once approved, the post will be advertised and also emailed from the township website. A review of summer and winter staff levels was discussed.
4. Photos from the trash dumped on Myrna Drive were forwarded to the Sheriff's office with a cost report for clean-up by the township.
5. Edgewood Drive will be completed in a couple of weeks.
6. The new dump truck arrived today but cannot be placed in service due to part/spec/model issues. Mr. Garrett will contact the rep.
7. Replacing the John Deere tractor was discussed. The fuel tank will be repaired if the township does not purchase a different tractor. A Case estimate was received but a John Deere estimate needs pulled from the state bid site.

Old Business

1. The old basketball court needs repair and/or replacement. More estimates will be sought.
2. Pickle ball court estimates were received for the park behind the fire station.
3. The Rob Roy path repair is being completed by Reardon Paving.
4. Cemetery markers will be ordered for 240 graves based on a new template from the surveyor.

Fire Department

Fire Chief Cooper reported the following:

**RECORD OF PROCEEDINGS
CONCORD TOWNSHIP BOARD OF TRUSTEES**

1. The fire department is down one full time firefighter due to injury the past 11 months. After discussion, Mr. Garrett moved and Mr. Haney seconded to approve Chief Cooper hiring another full time firefighter/paramedic. Vote: Haney-yes, Garrett-yes, Johnson-yes.
2. Four part time firefighters have been hired and Chief will be continuing interviews to hire three more firefighters/ EMT/ paramedics. All the new hires also work at another department.
3. Chief is working with the health department and contractor for another wastewater option to avoid the cost of pumping the wastewater (gray water) tank.
4. Medicount income from EMS billing was \$87,951.76 from 9/1/2017-8/31/2018 and \$106,045.88 from 9/1/2018-8/31/2019. The Medicount rep has offered to donate to a township event.
5. The township fire prevention day and fall fest will be October 12, 2019 from 4:00-7:00pm at the fire station. The event will also celebrate the 200th birthday of the township. Mr. Garrett moved and Mr. Haney seconded to approve up to \$5,000 for open house expenses. Vote: Haney-yes, Garrett-yes, Johnson-yes.
6. Blood Drive will be held September 25, 2019 at 1:00-6:00 pm.
7. Flu shots will be available at Walgreens for township employees from September 14 - November 30, 2019.

Other Business

1. There remains one open seat on each zoning board. Three responses have been received so far. Mr. Garrett would like the openings re-listed and re-sent on the website, then a meeting held to review candidates.
2. Mr. Haney moved and Mr. Garrett seconded to approve a Resolution to accept the amounts and rates as determined by the County Budget Commission and authorize the necessary tax levies and to certify them to the County Auditor. The township currently receives 2.1mil of inside millage, and 7.4mil of fire levies (outside millage), and 1.4mil of road levies (outside millage).
3. After discussion, Mr. Johnson moved and Mr. Garrett seconded to approve up to \$4,500 for new front lobby furniture. Vote: Haney-yes, Johnson-yes, Garrett-yes.
4. The fire department will find out soon if they received a FEMA grant for a new grass truck.
5. The purchase of a utility vehicle for the maintenance department was discussed. Options will be explored.

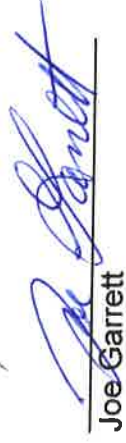
With no further business, Mr. Garrett moved to adjourn the meeting. Mr. Haney seconded the motion. Vote: Haney-yes, Garrett-yes, Johnson-yes.

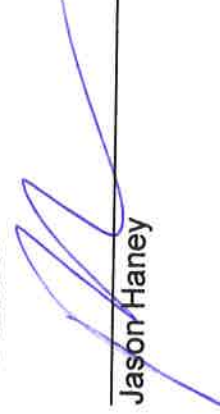
ATTEST


Fiscal Officer, Jill Davis

BOARD OF TRUSTEES


Bart Johnson


Joe Garrett


Jason Haney

Concord Township Trustee Meeting

September 11, 2019



Roll Call

Approve Minutes

Public Input

Pay Bills

I would like to certify the fiscal officer has provided us with financial statements.
I need a motion to approve purchase orders, pending warrants, and pay bills.

Zoning Inspector Report

Road Department update

Old Business

Basketball court repair.

Pickleball courts behind the firehouse

Rob Roy path repair

New Business

Fire Chief

Fiscal Officer

Adjourn

PENDING WARRANT REPORT
Concord Township [2019]

Date: 08/30/19

Warrant Number	Warrant Amount	Voucher Number	Payee	Purpose
1963	25.00	V 1963	FIRST COMMONWEALTH BANK	BANK WIRING FEE/TRANSFER CD
1964	182.07	V 1964	HR BUTLER, LLC	PAYROLL PROCESSING FEE 8/30/19
1965	3396.36	V 1965	HR BUTLER, LLC	PAYROLL AGENCY DEDUCTIONS 8/30/19
1966	47779.40	V 1966	HR BUTLER, LLC	PAYROLL SALARIES 8/30/19
1967	13735.47	V 1967	HR BUTLER, LLC	PAYROLL TAXES WITHHELD 8/30/19

Total Amount of Pending Warrants

65118.30

PENDING WARRANT REPORT
Concord Township [2019]

Date: 09/11/19

Warrant Number	Warrant Amount	Voucher Number	Payee	Purpose
1968	30.26	V 1968	CBIZ PAYROLL	HRA CLAIMS REIMBURSE THRU 8/30/19
16132	647.50	VM16132	OHIOHEALTH EMERGENCY MEDICAL SERVICES	FIRE DEPT EMS DIRECTOR SEPI9
16133	70.00	VM16133	DELAWARE GENERAL HEALTH DISTRICT	TWP SEWAGE TRMT PERMIT RENEWALS
16134	1302.17	VM16134	BEEM'S BP DIST INC	FIRE/ROAD FUEL SUPPLY
16135	178.17	VM16135	LOWE'S COMPANIES, INC	FIRE/ROAD REPAIR SUPPLIES
16136	178.97	VM16136	WITMER PUBLIC SAFETY GROUP INC	FIRE DEPT SUPPLIES
16137	533.38	VM16137	KLEEM, INC.	ROAD DEPT SIGNAGE SUPPLY
16138	31.96	VM16138	VOSS BROTHERS SALES	FIRE DEPT TRUCK SUPPLY
16139	394.00	VM16139	NOFZIGER DOOR SALES, INC.	ROAD DEPT OVERHEAD DOOR REPAIR
16140	160.00	VM16140	HIGGINS & ASSOCIATES	TRUSTEE COURT REPORTER 8/22/19
16141	5725.00	VM16141	THE PAUL PETERSON COMPANY	ROAD GUARDRAIL REPAIR
16142	40.00	VM16142	RIC IRVINE, ZONING INSPECTOR	ZONING CELL PHONE REIMB SEP19
16143	173.27	VM16143	GERMAIN FORD	FIRE DEPT REPAIR OIL CHG/DEF
16144	115.08	VM16144	PRICE FARMS ORGANICS, LTD.	ROAD/PARK DEBRIS DUMP FEES
16145	47.86	VM16145	TAYLOR TRUCK PARTS	FIRE DEPT REPAIR LIGHT
16146	111.00	VM16146	CDK STRUCTURES INC.	FIRE/GEN SEPTIC SYSTEM MAINT
16147	170.85	VM16147	VALTECH COMMUNICATIONS	ROAD DEPT LABOR 8/12-8/22
16148	1389.78	VM16148	EXPRESS SERVICES INC	COMM BLDG RENT REFUND/CANCELLATION
16149	250.00	VM16149	BALAJI ADAPA	ZONING FEE REFUND/APPL DENIED
16150	75.00	VM16150	SHARON YOUNG	ADMIN WEBSITE HOST
16151	300.00	VM16151	E SPACE COMMUNICATIONS INC.	FIRE DEPT REPAIR PARTS
16152	4.44	VM16152	THE HARDWARE EXCHANGE	LEGAL ADVERTISE BOT
16153	42.00	VM16153	AIM MEDIA MIDWEST	FIRE DEPT PHONE BILL
16154	313.34	VM16154	FRONTIER	PARK MOWER/STIHL REPAIRS
16155	300.97	VM16155	JOHN DEERE FINANCIAL	PARK PORTABLE RESTROOM AUG19
16156	105.00	VM16156	PORTA KLEEN	FIRE DEPT STATION SUPPLIES
16157	225.82	VM16157	WALMART COMMUNITY	PARK SPRAYER REPAIRS
16158	139.44	VM16158	TRACTOR SUPPLY CREDIT PLAN	FIRE DEPT GAS UTILITY
16159	204.13	VM16159	COLUMBIA GAS	FIRE DEPT ROPE EQUIP
16160	183.85	VM16160	HIGH ANGLE ASSOCIATES	FIRE DEPT TEXTILE/MAT SVC
16161	133.12	VM16161	MILLER'S TEXTILE SERVICES	FIRE DEPT EMS SUPPLIES
16162	622.15	VM16162	BOUND TREE MEDICAL, LLC	FIRE DEPT TIRES FOR BM341/CAPT
16163	664.00	VM16163	TAYLOR TIRE COMPANY, LTD.	FIRE CHIEF MEMBERSHIP DUES 2019-20
16164	100.00	VM16164	OHIO FIRE CHIEFS' ASSOCIATION	FIRE DEPT ARSON SCHOOL REIMB 8/5/19
16165	350.00	VM16165	CHAD MAST	FIRE DEPT LIFEPAK AED
16166	1476.25	VM16166	STRYKER SALES CORP.	FIRE DEPT JANITORIAL SUPPLIES
16167	443.62	VM16167	CLASSIC SOLUTIONS INC.	FIRE DEPT JANITORIAL SUPPLIES
16168	46.94	VM16168	KEITH ERNSBERGER	FIRE DEPT ROPE PACKS REIMB 8/27/19

Total Amount of Pending Warrants

17229.32

CASH SUMMARY BY FUND
Concord Township [2019]

Date: 09/11/19

FUND	Starting Balance 01/01/19	Total Receipts	Transfers In (MEMO ONLY)	Advances In (MEMO ONLY)	Total Receipts and Advances	Expenditures (MEMO ONLY)	Transfers Out (MEMO ONLY)	Advances Out (MEMO ONLY)	Ending Balance YTD
01 -GENERAL	5782576.90	1280178.82	0.00	0.00	1280178.82	401639.66	0.00	0.00	6661116.06
02 -MOTOR VEHICLE LICENSE TAX	23860.43	12391.21	0.00	0.00	36251.64	10592.04	0.00	0.00	25659.60
03 -GASOLINE TAX	77045.92	73676.80	0.00	0.00	150722.72	94427.57	0.00	0.00	56295.15
05 -CEMETERY	13465.43	8167.60	0.00	0.00	21633.03	8593.29	0.00	0.00	13039.74
10 -FIRE DISTRICT	570080.11	2893676.40	99151.00	0.00	3463756.51	1920928.85	0.00	0.00	1542827.66
11 -ROAD DISTRICT	1437365.48	434163.92	0.00	0.00	1871729.40	135132.04	0.00	0.00	1736597.36
14 -MAINTENANCE FACILITY-ROAD	0.00	99151.00	0.00	0.00	99151.00	99151.00	0.00	0.00	0.00
14A-PEWA	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
14B-COMMUNITY PARK IMPROV GRANT FUND (CPTG)	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	23806.09	0.00	0.00	59133.74	22158.31	0.00	0.00	36975.43
TOTAL ALL FUNDS	7939921.92	4825211.84	99151.00	0.00	12765133.76	2692622.76	99151.00	0.00	10072511.00

RESOLUTION ACCEPTING THE AMOUNTS AND RATES AS DETERMINED BY THE BUDGET COMMISSION AND AUTHORIZING THE NECESSARY TAX LEVIES AND CERTIFYING THEM TO THE COUNTY AUDITOR

The Board of Trustees of Concord Township, Delaware County, Ohio, met in regular session on the 11th day of September, 2019, at the Concord Township Administrative Building with the following members present:

Bart Johnson

Joe Garrett

Jason Haney

Mr. Haney moved the adoption of the following Resolution:

RESOLVED, By the Board of Trustees of Concord Township, Delaware County, Ohio, in accordance with the provisions of law has previously adopted a Tax Budget for the next succeeding fiscal year commencing January 1, 2020; and

WHEREAS, The Budget Commission of Delaware County, Ohio has certified its action thereon to this Board together with an estimate by the County Auditor of the rate of each tax necessary to be levied by this Board, and what part thereof is without, and what part within, the ten mill tax limitation;

Therefore, be it RESOLVED, By the Board of Trustees of Concord Township, Delaware County, Ohio, that the amounts and rates, as determined by the Budget Commission in its certification, be and the same are hereby accepted; and

Be it further RESOLVED, That there be and is hereby levied on the tax duplicate of said Township the rate of each tax necessary to be levied within and without the ten mill limitation as follows:

[SCHEDULE A - Attached]

SCHEDULE B -- LEVIES OUTSIDE 10 MILL LIMITATION, EXCLUSIVE OF DEBT LEVIES

Special Levy Funds: Maximum Rate Authorized to be Levied

Road Fund Levy authorized by voters on November 6, 2018, 0.40

not to exceed five (5) years.

Road Fund Levy authorized by voters on November 7, 2017, 1.00

not to exceed five (5) years.

Fire Fund Levy authorized by voters on November 6, 2018, 2.90

not to exceed five (5) years.

Fire Fund Levy authorized by voters on November 5, 2002, 4.50

not to exceed a continuing number of years.

And be it further RESOLVED, That the Fiscal Officer of this Board be and is hereby directed to certify a copy of this Resolution to the County Auditor of said County.

Mr. Garrett seconded the Resolution and the roll being called upon its adoption the vote resulted as follows:

Joe Garrett yes
Bart Johnson yes
Jason Haney yes

Adopted the 11th day of September, 2019

Jean Davis

Fiscal Officer of the Board of Township Trustees of

Concord Township, Delaware County, Ohio

SCHEDULE A

**SUMMARY OF AMOUNTS REQUIRED FROM GENERAL PROPERTY TAX APPROVED BY BUDGET
COMMISSION AND COUNTY AUDITOR'S ESTIMATED TAX RATES**

Concord Township Calendar Year 2020 FUND	Amount Approved by Budget Commission Inside 10 M. Limitation	Amount to Be Derived from levies Outside 10 M. Limitation	County Auditor's Estimate of Tax Rate to be Levied	
			Inside 10 M. Limit	Outside 10 M. Limit
General Fund	\$1,132,374		2.10	
Road and Bridge Fund				
Cemetery Fund				
Fire & EMS Fund		\$2,831,618		7.40
Police District Fund				
Fire District Fund				
Road Improvement Fund		\$451,384		1.40
Park Levy Fund				
Fire & Police Fund				
General Bond Retirement Fund				
Police & EMS Fund				
Fire Equipment Fund				
Drug Law Enforcement Fund				
Permissive Motor Vehicle License Tax				
Permissive Sales Tax Fund				
Federal Law Enforcement Fund				
Permanent Improvement Fund				
Agency Funds				
Ambulance & Emergency Medical				
Sinking Fund				
TOTAL	\$1,132,374	\$3,283,002	2.10	8.80