

# RECORD OF PROCEEDINGS

## CONCORD TOWNSHIP BOARD OF TRUSTEES

Minutes of

Meeting

GOVERNMENT FORMS & SUPPLIES 8-44-224-3338 FORM NO. 10148

Held January 22, 2020

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The Concord Township Board of Trustees met in regular session on Wednesday, January 22, 2020 at 7:00 p.m. at the Concord Township Administrative Building, 6385 Home Road, Delaware, Ohio 43015.

Chairman Bart Johnson called the meeting to order, and the roll was called. Attending were Trustees Bart Johnson, Joe Garrett, and Jason Haney.

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

### Public Input:

Janet Soinski, resident of Scioto Reserve, on New Point Place, expressed concern and provided photos of excessive salt on her road that is very corrosive and damaging. The Road Department will make note to slow the spreader in cul-de-sacs. Discussion was held on salt alternatives.

Mr. Johnson certified the Fiscal Officer provided the financial reports of the township, and money is in the treasury to pay the bills. The cash summary by fund report was as follows:

General Fund	\$6,490,696.24
Special Revenue Funds	\$1,899,989.62
Total Funds	\$8,390,685.86

Mr. Haney moved and Mr. Garrett seconded to approve pending purchase orders, warrants and vouchers #2020-2031, 16493-16531, all totaling \$304,384.49. Vote: Haney-yes, Garrett-yes, Johnson-yes.

December bank statements were reviewed and initialed.

### Zoning Department, Ric Irvine:

- Slow start to January for permits.
- Report received that the new house on Maynard Road curve may be operating a car repair shop, which would not be in zoning compliance. Inspector took photos and will monitor.
- Assistant Prosecuting Attorney Penkal was contacted about the South Park Place foundation property. A Demo permit was never pulled at the County which would have required the hole to be filled. Upon further review, nothing in the current zoning text says the open foundation is a violation, although it seems to be a safety violation.
- Couple of issues on Edgewood and Park Ridge need to be inspected.
- Property on Highlands Drive about shed - The Owner does not want to pay thousands for a plot plan. The Setbacks just need verified with a drawing.
- Mohican Drive - extra vehicles in driveway and still clutter and tarps in yard. Has been ongoing for multiple years. Board is ready to move forward with action; the inspector requests Trustees to drive by. January 10 was deadline from second letter sent by PA Penkal to cleanup property or else legal action will be taken.

### Road Department, Joe Holloway:

- County Engineer's office materials bids were received.
- Salt issue contract from 2018-2019 is done. First load ordered today from the 2019-2020 contract.
- South Park Place - Road department will be redoing four instead of two culverts, estimated at \$2344.80. Purchase order was prepared.
- Bunty Station Road at Hite residence has a drainage issue. West of there is draining. A catch basin was proposed to help the drainage, but may not help all the homeowners in the area. Will inspect during next rain.

Held \_\_\_\_\_

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-Maynard south side of road, two driveways need culverts replaced. Pipe is collapsed on one of them and cost \$174, probably \$500 cost total by township (using double-walled smooth plastic 12"x30'). Trustee Garrett would like full cost breakdown for standard driveway culvert replacement, along with contractor costs for comparison.

-Water pump went out of backhoe today and needs repair.

-Several trees need trimmed back and a boom truck is available for \$75/hour at 2 hour minimum from Pat Allen/All-Win Electric. An agreement would need to be in place to rent from private individual. Trustees suggested using a trained contractor for tree removals. Chainsaw chaps were obtained for employees.

**New Business:**

-Special duty deputies filled 9 of 15 shifts in December. Are they having an effect? Put further shifts on hold since the Sheriff's office is having trouble filling spots. Speeding issues in Scioto Reserve were discussed, especially during spring and summer, along with traffic calming options such as on Hull Drive.

-Delaware County Township Association meets on February 5.

**Fire Department, Chief Todd Cooper:**

-Clarification on call-outs for part-time fire maintenance - will fall under the four hour minimum per employee handbook.

-Mr. Garrett moved and Mr. Haney seconded to accept the resignation of firefighter Tyler Gray as of January 29, 2020. Vote: Haney-yes, Garrett-yes, Johnson-yes.

-Fire Inventory was submitted to the Fiscal Officer.

-Mr. Garrett moved and Mr. Haney seconded to approve firefighter Gabe Hafner to attend FDIC training in Indianapolis, total cost not to exceed \$2,400. Courses to include Fire instructor conference, auto extrication, and will forward training back to the fire department. Vote: Haney-yes, Garrett-yes, Johnson-yes.

-Mr. Garrett moved and Mr. Haney seconded to approve firefighters Jeremy Reese and Kyle Heifer to attend the Rescue Tech program every month for six months (March through August) at a cost of \$3,500 each. Vote: Haney-yes, Garrett-yes, Johnson-yes.

-Fire truck will be picked up tomorrow from being repaired. Chief's meeting with the Sutphen owner went well. New poly tank is \$16,000, but the existing tank has been cleaned out several times by Sutphen. Tank will be tested again for debris once the truck is back.

-Generator repair was all under warranty so no payment necessary.

-Cummins invoice that was \$2,000 over estimate was for an injector that was bad, and radiator cleaning, and was approved by fire maintenance employee Varner. Mr. Johnson moved and Mr. Garrett seconded to approve the overage payment to Cummins, not to exceed \$2,500 over the approved estimate. Vote: Haney-yes, Garrett-yes, Johnson-yes.

-Fire run report was distributed to Trustees. 2019 totals were steady.

-Mr. Haney thanked Chief Cooper for responding so quickly to the report of ice Friday night at 10pm. Township road crews were called in quickly. The concrete bridge was iced on US 42 and ODOT crews were not out yet. Unfortunately a fatality occurred on the bridge minutes later.

**Correspondence:**

-Census boundaries of the township have not changed so Mr. Johnson approved the Census boundary form.

-Mr. Garrett moved and Mr. Haney seconded to approve total road mileage of 48.310 miles (addition of ~2 miles) as of December 31, 2019. Vote: Haney-yes, Garrett-yes, Johnson-yes.

-Attorney resolutions were signed from the January 3 meeting.

-Contact information for the building alarm monitoring call system was completed for Ohio Valley Integration Systems.

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

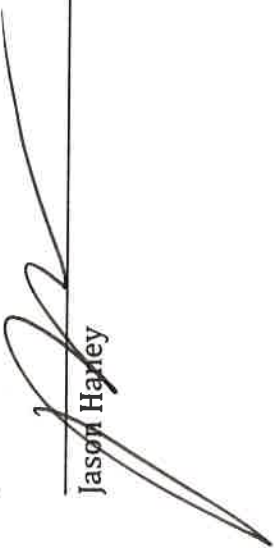
ATTEST

  
\_\_\_\_\_  
Fiscal Officer, Jill Davis

BOARD OF TRUSTEES

  
\_\_\_\_\_  
Bart Johnson

  
\_\_\_\_\_  
Joe Garrett

  
\_\_\_\_\_  
Jason Haney

Concord Township Trustee Meeting

January 23, 2020

**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**

County bids for Trees, Guardrail and Curb and gutter received.

Salt usage update.

**Old Business**

Clarification on maintenance at Fire department and call out minimums for emergency repairs.

**New Business**

Special Duty officers for 2020

**Fire Chief**

Accept resignation of FF Tyler Gray

**Fiscal Officer**

**Adjourn**

PENDING WARRANT REPORT  
Concord Township [2020]

Date: 01/22/20

Warrant Number	Warrant Amount	Voucher Number	Payee	Purpose
2020	93.94	V 2020	HR BUTLER, LLC	PAYROLL PROCESSING FEE 1/3/20
2021	3653.13	V 2021	HR BUTLER, LLC	PAYROLL AGENCY DEDUCTIONS 1/3/20
2022	58091.19	V 2022	HR BUTLER, LLC	PAYROLL SALARIES 1/3/20
2023	15630.51	V 2023	HR BUTLER, LLC	PAYROLL TAXES WITHHELD 1/3/20
2024	172.14	V 2024	HR BUTLER, LLC	PAYROLL TAXES WITHHELD 1/3/20
2025	3327.97	V 2025	HR BUTLER, LLC	PAYROLL AGENCY DEDUCTIONS 1/17/20
2026	53499.01	V 2026	HR BUTLER, LLC	PAYROLL SALARIES 1/17/20
2027	14721.11	V 2027	HR BUTLER, LLC	PAYROLL TAXES WITHHELD 1/17/20
2028	12766.52	V 2028	CBIZ BENEFITS	HRA CLAIM REIMBURSEMENTS THRU 1/3/20
2029	5145.60	V 2029	CBIZ BENEFITS	HRA CLAIM REIMBURSEMENTS THRU 1/3/20
2030	25305.64	V 2030	ANTHEM BCBS OH GROUP	MEDICAL INSUR JAN'20
2031	25305.64	V 2031	ANTHEM BCBS OH GROUP	MEDICAL INSUR FEB'20
16493	136.05	V 16493	OFFICE CITY EXPRESS	ADMIN OFFICE SUPPLIES
16494	2345.21	V 16494	OHIO EDISON	TWP ELEC UTILITIES
16495	325.45	V 16495	VERIZON WIRELESS	ROAD/FIRE CELL PHONES/DATA
16496	2600.00	V 16496	ALL-WIN ELECTRIC LLC	MAINT EMERG ELEC REPAIR
16497	647.50	V 16497	OHIOHEALTH EMERGENCY MEDICAL SERVICES	FIRE EMS MEDICAL DIR JAN'20
16498	229.17	V 16498	VOSS BROTHERS SALES	FIRE DEPT SAW REPAIR PARTS
16499	10.00	V 16499	O.E. MEYER CO.	FIRE DEPT GAS CYLINDER RENT
16500	125.54	V 16500	W.W. WILLIAMS	FIRE DEPT POWER CABLE REPAIR
16501	1556.95	V 16501	DELAWARE COUNTY TREASURER	TWP PROP TAXES: HARRIOTT/BAS, DITCH
16502	292.50	V 16502	BROSIOUS, JOHNSON & GRIGGS, LLC	MAINT DEPT GAS UTILITY
16503	246.79	V 16503	MADISON ENERGY COOP ASSOC INC	MAINT INTERNET SVC
16504	99.99	V 16504	TIME WARNER CABLE	ADMIN FIRE ALARM MONITORING
16505	360.00	V 16505	OHIO VALLEY INTEGRATION SVCS, INC.	FIRE DEPT PHONE BILL
16506	269.84	V 16506	FRONTIER	PARK PORTABLE RESTROOM DEC19
16507	113.50	V 16507	PORTA KLEEN	TWP REG PLAN DUES 2020
16508	8681.00	V 16508	DELAWARE COUNTY REGIONAL PLANNING COMM.	MAINT DEPT EMERG ELEC REPAIRS
16509	541.34	V 16509	LOEB ELECTRIC	FIRE DEPT MATS SUPPLY
16510	139.83	V 16510	MILLER'S TEXTILE SERVICES	FIRE DEPT GAS UTILITY
16511	779.97	V 16511	COLUMBIA GAS	ZONING INSPECTOR CELL PHONE RETMB JAN20
16512	40.00	V 16512	RIC IRVINE, ZONING INSPECTOR	ADMIN PHONE BILL
16513	170.97	V 16513	VALTECH COMMUNICATIONS	TWP DEL CO EMA DUES 2020
16514	5221.19	V 16514	DELAWARE CO EMERGENCY MGMT AGENCY	SPECIAL DEPUTY SHERIFF DEC19
16515	120.00	V 16515	SEAN BOBB	ROAD DEPT SOLENOID REPAIR
16516	45.00	V 16516	DELAWARE CO. SHERIFF'S OFFICE	FIRE/ROAD/ADMIN/PARK WATER BILLS
16517	346.43	V 16517	THE DEXTER COMPANY	TWP DENTAL INSUR JAN-FEB'20
16518	201.65	V 16518	TPM LIFE INSURANCE CO.	LIFE INSUR PREMIUM JAN-FEB'20
16519	238.80	V 16519	DEL-CO WATER CO INC	FIRE PENSION CONTRIB DEC19
16520	5354.42	V 16520	DELTA DENTAL	FIRE INTERNET SVC
16521	359.84	V 16521	STANDARD INSURANCE CO	FIRE/ROAD FUEL SUPPLY
16522	40112.22	V 16522	OHIO POLICE & FIRE PENSION FUND	FIRE EMS SUPPLIES
16523	6469.82	V 16523	PUBLIC EMPLOYEES RETIREMENT SYSTEM	FIRE DEPT PHONE SCREEN/CASE REIMB
16524	137.67	V 16524	TIME WARNER CABLE	FIRE DEPT MEDIC REPAIRS
16525	1550.74	V 16525	BEEH'S BP DIST INC	ROAD DEPT LABOR 12/30-1/8
16526	2236.67	V 16526	TOWN TREE MEDICAL, LLC	FIRE DEPT REGULATOR MANUAL
16527	32.06	V 16527	BOOD COOPER	TWP VISION INSUR PREMIUM JAN-FEB'20
16528	2297.48	V 16528	GERMAIN FORD	
16529	1091.97	V 16529	EXPRESS SERVICES INC	
16530	111.49	V 16530	SUTPHEN TOWERS	
16531	733.04	V 16531	VISION SERVICE PLAN (CT)	

Total Amount of Pending Warrants

304384.49

CASH SUMMARY BY FUND  
Concord Township [2020]

Date: 01/22/20

FUND	Starting Balance 01/01/20	Total Receipts	Transfers In (MEMO ONLY)	Advances In (MEMO ONLY)	Total Receipts and In	Expenditures	Transfers Out (MEMO ONLY)	Advances Out (MEMO ONLY)	Ending Balance YTD
01 -GENERAL	6542094.84	8457.07	0.00	0.00	6550551.91	59855.67	0.00	0.00	6490696.24
02 -MOTOR VEHICLE LICENSE TAX	19613.08	1330.21	0.00	0.00	20943.29	0.00	0.00	0.00	20943.29
03 -GASOLINE TAX	94643.36	15807.76	0.00	0.00	110451.32	13386.65	0.00	0.00	97064.67
05 -CEMETERY	11940.39	1200.00	0.00	0.00	13140.39	0.00	0.00	0.00	13140.39
10 -FIRE DISTRICT	836107.27	3702.09	0.00	0.00	839809.36	224932.47	0.00	0.00	614876.89
11 -ROAD DISTRICT	1122116.58	1791.05	0.00	0.00	1123907.63	4034.80	0.00	0.00	1119872.83
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 (CPTI)	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	32098.74	3119.79	0.00	0.00	35218.53	1126.98	0.00	0.00	34091.55
TOTAL ALL FUNDS	8658614.46	35407.97	0.00	0.00	8694022.43	303336.57	0.00	0.00	8390685.86