

RECORD OF PROCEEDINGS

CONCORD TOWNSHIP BOARD OF TRUSTEES

October 14, 2020

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Held

20

Call to Order

- The Concord Township Board of Trustees met in regular session on Wednesday, October 14, 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. Other staff included Fire Chief Todd Cooper, Zoning Inspector Ric Irvine, and Fiscal Officer Jill Davis. Public attendance was provided via social distancing and teleconference.
- *Mr. Garrett moved and Mr. Haney seconded to approve the minutes of the previous meeting. Vote: Haney-yes, Garrett-yes, Johnson-yes.*

Public Input

- None.

Financial Report

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

| | |
|------------------------|-----------------------|
| General Fund: | \$6,942,077.69 |
| Special Revenue Funds: | <u>\$2,014,444.34</u> |
| Total All Funds: | \$8,956,522.03 |

- *Mr. Garrett moved and Mr. Haney seconded to approve pending purchase orders, vouchers, and warrants #58-71, 17167-17205, except #17171, all totaling \$181,371.24. Vote: Haney-yes, Garrett-yes, Johnson-yes.*
- *Mr. Haney moved and Mr. Johnson seconded to approve pending warrant #17171. Vote: Haney-yes, Garrett-abstain, Johnson-yes.*
- Bank statements for September were reviewed and initialed.

Zoning Department

- Zoning Inspector, Mr. Irvine, provided the following Zoning Department activity report:
 - Nuisance case at 6163 Park Ridge Rd - Jeep still there, 2nd notice sent.
 - Nuisance case at 6316 Logan Dr - no further complaints.
 - Nuisance case at Lucy Depp, Dublin Rd - complaints about unbecoming property but there are no violations at this time. Vehicle parked occasionally but not abandoned. Bed spring fence removed but soil retention fence present now. Still being monitored. No violations.
 - Nuisance case at 9533 Dublin Rd, Mars Hill Baptist Church - no contact, 2nd notice sent.
 - Nuisance case at Harriott Rd - complaint about multi-family property. Still being monitored. No violations at this time.
 - Nuisance case at South Section Line Rd - two pools in front yard of property, talked to homeowner.
 - Nuisance case at 4896 Freshwater Rd - no response. Debris cleaned up and will be bushhogged.
- Since the previous meeting, 29 permits have been issued, 22 for new homes.
- Board of Zoning Appeals hearings will be held on October 20 (2 cases) and October 27 (2 cases). One application coming.
 - Faris Planning & Design notified Zoning of an application to drop off next week.
 - Trustee Garrett discussed mounding and screening on approved developments that look more sparse than what was specified. The screening is not "hiding" the communities. The Board would like to further discuss specific rules for mounding from road height or highest point of property and require as-builts upon completion for approval. Trustee Haney will work on "standard" specs for screening. Trustee Garrett requested inspection of Clark Shaw Moors and Butts Road developments landscaping plans, and for Mr. Irvine to compare plans to what is actually there.
 - Storage facility on Dublin Rd - Mr. Irvine needs current, up-to-date plans due to many changes, has no permit application yet, only the previous approval from zoning commission.

Road Department

- Trustee Garrett reported the Road Department will begin a drainage repair project on the south side of Clark Shaw Road. Mr. Holloway estimated a cost of \$5,000 for materials, equipment, and labor. *Mr. Haney moved and Mr. Garrett seconded to approve Clark Shaw Road drainage repair materials (basins/seed/straw/dirt) at a cost not to exceed \$2,000. Vote: Haney-yes, Garrett-yes, Johnson-yes.*

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CONCORD TOWNSHIP BOARD OF TRUSTEES

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- Trustee Garrett requested lights added to the back of the Road Department.
- The microsurface repair on Vista Creek Court was discussed. The road is structurally sound but looks bad. The surface is smooth, but looks bad on the cul-de-sac patching. Crack-sealing the road would have looked worse. The microsurface is meant to extend the life of the road about five years. The other issue is construction/landscaping equipment on the road. Strawser Construction will be there tomorrow to clean the road. Trustee Haney mentioned the ADA ramps on Vista Creek are sticking out and need repaired. Mr. Holloway will check.
- The County repaired the culvert on Bunty Station Road just west of Maynard Road. They did grader patch over it this year. Trustee Garrett discussed with Mr. Riedel from the County. The County also drove through someone's yard on Bean Oller which needs fixed. Bunty Station Road will be on the road repair list for 2021; it takes a beating by trucks.
- Trick or Treat - next year get letters back from HOA's regarding dates.
- The Road Department will be asked to fix several old headstones at the cemetery, and go over all the snow equipment soon.

New Business

- *Mr. Haney moved and Mr. Garrett seconded to hold a special work session for the Annual Road Inspection on November 6, 2020 beginning at 8:00 am at the Road Department. The inspection will continue throughout the day along the township roads. Vote: Haney-yes, Garrett-yes, Johnson-yes.*
- Discussion was held on shared use path grants available, and where to develop connections. Trustee Johnson will contact the township grant consultant about connecting the township path along Dublin Road with the two areas of the park.

Fire Department


- *Mr. Haney moved and Mr. Garrett seconded to approve advertising the Fire Department's 2010 Ford Expedition on Govdeals.com with a \$1,000 minimum bid. Vote: Haney-yes, Garrett-yes, Johnson-yes.*
- Purchase order was approved to equip the new battalion vehicle with light bar, lights, rear cabinet, antennae, remove old radio and remount, by Parr Public Safety Equipment for a cost of \$13,553.95.
- The next blood drive will be held November 5th from 9am - 2pm.

Other Business/Correspondence

- Correspondence was received from OTARMA, seeking nominees for its upcoming Board of Directors election.
- It was made a matter of record that Oller Cemetery Lot 189, grave 1 was sold and deed signed.
- A donation was received toward the purchase of a memorial bench for Adrienne Jackson. The bench will be placed near the south side of the concession stand. Bench purchase was also discussed for the NatureWorks grant.
- CARES Act Relief Fund expenditures and tracking were discussed. The Fiscal Officer is preparing the spreadsheet and documentation for all expenditures and grant reporting purposes per information received from the Ohio Auditor of State's webinar.

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

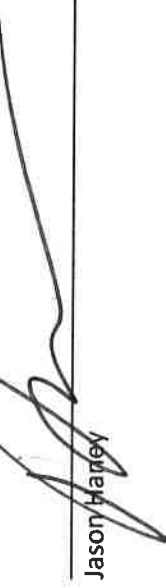
ATTEST


Fiscal Officer, Jill Davis

BOARD OF TRUSTEES


Bart Johnson


Joe Garrett


Jason Haney

Concord Township Trustee Meeting

October 14, 2020

Call in (669) 224-3412
Access Code: 701-660-893

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

Vista Creek court Micro surface

New Business

Annual Road inspection date

Shared use path grant discussion

Fire Chief

Fiscal Officer

Adjourn

Cash Summary by Fund

Year 2020

| Fund # | Fund Name | Fund Balance 1/1/2020 | Fund Balance Adjustments | Revenue (excluding transfers and advances in) | Transfers In | Advances In | Total Fund & Adjustments & Revenue (excluding transfers and advances out) | Expenditures | Transfers Out | Advances Out | Fund Balance 12/31/2020 | Non-Pooled Balance | Pooled Balance |
|---------------|--------------------------------------|-----------------------|--------------------------|---|--------------|-------------|---|----------------|---------------|--------------|-------------------------|--------------------|----------------|
| 1000 | General | \$6,542,094.84 | \$0.00 | \$921,148.19 | \$0.00 | \$0.00 | \$7,463,243.03 | \$521,165.34 | \$0.00 | \$0.00 | \$6,942,077.69 | \$0.00 | \$6,942,077.69 |
| 2011 | Motor Vehicle License Tax | \$19,613.08 | \$0.00 | \$13,526.31 | \$0.00 | \$0.00 | \$33,139.39 | \$10,038.10 | \$0.00 | \$0.00 | \$23,101.29 | \$0.00 | \$23,101.29 |
| 2021 | Gasoline Tax | \$94,643.56 | \$0.00 | \$137,681.91 | \$0.00 | \$0.00 | \$232,325.47 | \$127,043.14 | \$0.00 | \$0.00 | \$105,282.33 | \$0.00 | \$105,282.33 |
| 2031 | Road and Bridge | \$1,122,116.58 | \$0.00 | \$245,881.35 | \$0.00 | \$0.00 | \$1,367,997.93 | \$263,091.56 | \$0.00 | \$0.00 | \$1,104,906.37 | \$0.00 | \$1,104,906.37 |
| 2041 | Cemetery | \$11,940.39 | \$0.00 | \$11,365.20 | \$0.00 | \$0.00 | \$23,305.59 | \$12,527.59 | \$0.00 | \$0.00 | \$10,778.00 | \$0.00 | \$10,778.00 |
| 2111 | Fire District | \$836,107.27 | \$0.00 | \$1,695,360.35 | \$0.00 | \$0.00 | \$2,531,467.62 | \$2,231,473.52 | \$0.00 | \$0.00 | \$299,994.10 | \$0.00 | \$299,994.10 |
| 2231 | Permissive Motor Vehicle License Tax | \$32,098.74 | \$0.00 | \$26,762.00 | \$0.00 | \$0.00 | \$58,860.74 | \$23,333.17 | \$0.00 | \$0.00 | \$35,527.57 | \$0.00 | \$35,527.57 |
| 2901 | CARES Act Coronavirus Relief Fund | \$0.00 | \$0.00 | \$434,854.68 | \$0.00 | \$0.00 | \$434,854.68 | \$0.00 | \$0.00 | \$0.00 | \$434,854.68 | \$0.00 | \$434,854.68 |
| Report Total: | | \$8,658,614.46 | \$0.00 | \$3,486,579.99 | \$0.00 | \$0.00 | \$12,145,194.45 | \$3,188,672.42 | \$0.00 | \$0.00 | \$8,956,522.03 | \$0.00 | \$8,956,522.03 |

Last reconciled to bank: 09/30/2020 – Total other adjusting factors: \$3,595.00

Payment Listing
9/24/2020 to 10/14/2020

| Payment Advice # | Post Date | Transaction Date | Type | Vendor / Payee | Amount | Status |
|------------------|------------|--|------|-----------------------------------|-------------|--------|
| 58-2020 | 09/25/2020 | 09/25/2020 | CH | CBIZ BENEFITS | \$5,168.52 | C |
| | Purpose: | HRA INSUR CLAIM REIMBURSE PLAN | | | | |
| 59-2020 | 09/25/2020 | 09/25/2020 | CH | HR BUTLER, LLC | \$157.99 | C |
| | Purpose: | PAYROLL PROCESSING FEES 2020 | | | | |
| 60-2020 | 09/25/2020 | 09/25/2020 | CH | HR BUTLER, LLC | \$2,668.07 | C |
| | Purpose: | FIRE DEPT UNION DUES 9/25/20, OHIO DEFER COMP 457, SECURITY BENEFIT 457, AFLAC INSUR, POLICE & FIREMAN'S INSUR | | | | |
| 61-2020 | 09/25/2020 | 09/25/2020 | CH | HR BUTLER, LLC | \$52,361.06 | C |
| | Purpose: | PAYROLL SALARIES 9/25/20 | | | | |
| 62-2020 | 09/25/2020 | 09/25/2020 | CH | HR BUTLER, LLC | \$14,699.30 | C |
| | Purpose: | PAYROLL TAXES WITHHELD 9/25/20 | | | | |
| 63-2020 | 10/07/2020 | 10/07/2020 | CH | PNC BANK | \$4.00 | O |
| | Purpose: | BANK ACCT MONTHLY FEE, BANK ACCT MONTHLY FEE | | | | |
| 64-2020 | 10/07/2020 | 10/07/2020 | CH | PNC BANK | \$81.00 | O |
| | Purpose: | BANK ACCT MONTHLY FEE, BANK ACCT MONTHLY FEE | | | | |
| 65-2020 | 10/09/2020 | 10/10/2020 | CH | HR BUTLER, LLC | \$183.73 | O |
| | Purpose: | PAYROLL PROCESSING FEES 2020 | | | | |
| 66-2020 | 10/09/2020 | 10/10/2020 | CH | HR BUTLER, LLC | \$2,884.07 | O |
| | Purpose: | FIRE DEPT HOUSE FUND, FIRE DEPT UNION DUES, OHIO DEFER COMP 457, SECURITY BENEFIT 457, AFLAC INSUR, POLICE & FIREMAN'S INSUR | | | | |
| 67-2020 | 10/09/2020 | 10/10/2020 | CH | HR BUTLER, LLC | \$56,703.33 | O |
| | Purpose: | PAYROLL SALARIES 10/09 | | | | |
| 68-2020 | 10/09/2020 | 10/10/2020 | CH | HR BUTLER, LLC | \$15,323.09 | O |
| | Purpose: | PAYROLL TAXES WITHHELD | | | | |
| 69-2020 | 10/06/2020 | 10/14/2020 | CH | CBIZ BENEFITS | \$5,609.15 | O |
| | Purpose: | HRA CLAIM REIMB - GENERAL | | | | |
| 70-2020 | 10/13/2020 | 10/14/2020 | CH | CBIZ BENEFITS | \$177.68 | O |
| | Purpose: | HRA INSUR CLAIM REIMBURSE PLAN | | | | |
| 71-2020 | 10/14/2020 | 10/14/2020 | CH | PNC BANK | \$1,956.45 | O |
| | Purpose: | ROAD DEPT F150 EQUIP, TARTAN FIELDS CATCH BASINS REPAIRED, FIRE & ADMIN SUPPLIES | | | | |
| 17167 | 10/13/2020 | 10/13/2020 | AW | RIVERSIDE TRAILER SALES | \$142.63 | O |
| | Purpose: | ROAD DEPT F150 TRUCK HITCH | | | | |
| 17168 | 10/13/2020 | 10/13/2020 | AW | TIME WARNER CABLE | \$99.99 | O |
| | Purpose: | UTILITIES - ADMIN DEPT | | | | |
| 17169 | 10/13/2020 | 10/13/2020 | AW | FRONTIER | \$311.64 | O |
| | Purpose: | UTILITIES - FIRE DEPT | | | | |
| 17170 | 10/13/2020 | 10/13/2020 | AW | OHIOHEALTH EMERGENCY MEDICAL SER' | \$647.50 | O |
| | Purpose: | FIRE DEPT EMS MED DIR. 20-21 | | | | |
| 17171 | 10/13/2020 | 10/13/2020 | AW | 50+1 PUBLIC POLICY INITIATIVES | \$1,200.00 | O |
| | Purpose: | TWP GRANT WRITING CONSULTANT | | | | |
| 17172 | 10/13/2020 | 10/13/2020 | AW | THE HARDWARE EXCHANGE | \$5.31 | O |
| | Purpose: | PARK MOWER REPAIR PARTS | | | | |
| 17173 | 10/13/2020 | 10/13/2020 | AW | OAKLAND NURSERY | \$89.94 | O |
| | Purpose: | COMM BLDG PLANTS | | | | |
| 17174 | 10/13/2020 | 10/13/2020 | AW | KLEEM, INC. | \$99.29 | O |
| | Purpose: | ROAD DEPT ROAD SIGNAGE | | | | |
| 17175 | 10/13/2020 | 10/13/2020 | AW | WALMART COMMUNITY | \$49.30 | O |
| | Purpose: | FIRE DEPT SUPPLIES | | | | |
| 17176 | 10/13/2020 | 10/13/2020 | AW | OFFICE DEPOT | \$139.96 | O |
| | Purpose: | FIRE DEPT PAPER SUPPLY | | | | |
| 17177 | 10/13/2020 | 10/13/2020 | AW | RIC IRVINE, ZONING INSPECTOR | \$40.00 | O |
| | Purpose: | ZONING CELL PHONE REIMBURSEMENT | | | | |
| 17178 | 10/13/2020 | 10/13/2020 | AW | VALTECH COMMUNICATIONS | \$183.79 | O |
| | Purpose: | UTILITIES - ADMIN DEPT | | | | |
| 17179 | 10/13/2020 | 10/13/2020 | AW | OHIOHEALTH EMERGENCY MEDICAL SER' | \$3,700.00 | O |
| | Purpose: | FIRE DEPT PHTLS CLASS, FIRE DEPT PALS CLASS | | | | |
| 17180 | 10/13/2020 | 10/13/2020 | AW | JULIE LESINSKI | \$50.00 | O |
| | Purpose: | ZONING DEPT PERMIT FEE OVERAGE | | | | |
| 17181 | 10/13/2020 | 10/13/2020 | AW | TRACTOR SUPPLY CREDIT PLAN | \$22.16 | O |
| | Purpose: | ROAD DEPT REPAIR PARTS | | | | |
| 17182 | 10/13/2020 | 10/13/2020 | AW | WASHINGTONS HARDWARE AND AUTO P/ | \$248.20 | O |
| | Purpose: | ROAD DEPT BATTERIES | | | | |

Payment Listing
9/24/2020 to 10/14/2020

| Payment Advice # | Post Date | Transaction Date | Type | Vendor / Payee | Amount | Status |
|---------------------------------|------------|--|------|----------------------------------|--------------|--------|
| 17183 | 10/13/2020 | 10/13/2020 | AW | OHIGRO, INC | \$28.00 | 0 |
| | Purpose: | PARK STRAW SUPPLY | | | | |
| 17184 | 10/13/2020 | 10/13/2020 | AW | LOWE'S COMPANIES, INC | \$133.49 | 0 |
| | Purpose: | FIRE & ROAD SUPPLY/REPAIR PARTS | | | | |
| 17185 | 10/13/2020 | 10/13/2020 | AW | PRICE FARMS ORGANICS, LTD. | \$14.00 | 0 |
| | Purpose: | ROAD DEPT STORM DEBRIS CLEANUP | | | | |
| 17186 | 10/13/2020 | 10/13/2020 | AW | GERMAIN FORD | \$14.43 | 0 |
| | Purpose: | ROAD DEPT F350 FUEL CAP | | | | |
| 17187 | 10/13/2020 | 10/13/2020 | AW | VOSS BROTHERS SALES | \$361.89 | 0 |
| | Purpose: | PARK XMARK CLUTCH REPAIR | | | | |
| 17188 | 10/13/2020 | 10/13/2020 | AW | OFFICE CITY EXPRESS | \$31.92 | 0 |
| | Purpose: | TWP BLDG PAPER PRODUCTS | | | | |
| 17189 | 10/13/2020 | 10/13/2020 | AW | PARR PUBLIC SAFETY EQUIPMENT | \$440.00 | 0 |
| | Purpose: | ROAD DEPT LIGHT BAR & WIRE | | | | |
| 17190 | 10/13/2020 | 10/13/2020 | AW | COLUMBUS SIGNWORKS LLC | \$1,635.00 | 0 |
| | Purpose: | FIRE DEPT FORD EXPEDITION GRAPHICS | | | | |
| 17191 | 10/13/2020 | 10/13/2020 | AW | THE DEXTER COMPANY | \$1,963.87 | 0 |
| | Purpose: | ROAD TRUCK 348 REPLACE VIBRATOR | | | | |
| 17192 | 10/13/2020 | 10/13/2020 | AW | BUCKEYE READY-MIX, LLC | \$570.00 | 0 |
| | Purpose: | OLLER CEMY FOUNDATION MATERIAL | | | | |
| 17193 | 10/13/2020 | 10/13/2020 | AW | MAR-ZANE, INC. | \$6,454.66 | 0 |
| | Purpose: | PART 2 - ADD'L GRADER PATCH IN LUCY DEPP | | | | |
| 17194 | 10/13/2020 | 10/13/2020 | AW | LOEB ELECTRIC | \$26.67 | 0 |
| | Purpose: | PARK LIGHT BULBS | | | | |
| 17195 | 10/13/2020 | 10/13/2020 | AW | SHERWIN WILLIAMS CO | \$269.38 | 0 |
| | Purpose: | PARK PAINT SUPPLIES, PARK PAINT SUPPLIES | | | | |
| 17196 | 10/13/2020 | 10/13/2020 | AW | FRANKLIN EQUIPMENT LLC | \$994.75 | 0 |
| | Purpose: | PART 2 - ADD'L GRADER PATCH IN LUCY DEPP | | | | |
| 17197 | 10/13/2020 | 10/13/2020 | AW | COLUMBIA GAS | \$243.69 | 0 |
| | Purpose: | UTILITIES - FIRE DEPT | | | | |
| 17198 | 10/13/2020 | 10/13/2020 | AW | BEEEM'S BP DIST INC | \$1,153.54 | 0 |
| | Purpose: | ROAD/FIRE FUEL SUPPLY | | | | |
| 17199 | 10/13/2020 | 10/13/2020 | AW | BOUND TREE MEDICAL, LLC | \$854.96 | 0 |
| | Purpose: | FIRE DEPT/EMS DRUG SUPPLIES | | | | |
| 17200 | 10/13/2020 | 10/13/2020 | AW | SBH MEDICAL LTD | \$45.50 | 0 |
| | Purpose: | FIRE DEPT EMS DRUG SUPPLY | | | | |
| 17201 | 10/13/2020 | 10/13/2020 | AW | ZEP SALES & SERVICE | \$133.84 | 0 |
| | Purpose: | FIRE DEPT HEAD-TO-TOE SUPPLY | | | | |
| 17202 | 10/13/2020 | 10/13/2020 | AW | MIATI EMBROIDERY | \$352.00 | 0 |
| | Purpose: | FIRE DEPT SHIRTS,PANTS,EMBROID | | | | |
| 17203 | 10/13/2020 | 10/13/2020 | AW | O.E. MEYER CO. | \$10.40 | 0 |
| | Purpose: | FIRE DEPT GAS CYLINDERS | | | | |
| 17204 | 10/13/2020 | 10/13/2020 | AW | JERRY HELD | \$9.75 | 0 |
| | Purpose: | FIRE DEPT CLEANING SUPPLIES | | | | |
| 17205 | 10/13/2020 | 10/13/2020 | AW | CLEAN AIR CONCEPTS/MAGNEGRIP GRO | \$622.35 | 0 |
| | Purpose: | FIRE DEPT EXHAUST DROP PARTS | | | | |
| Total Payments: | | | | | \$181,371.24 | |
| Total Conversion Vouchers: | | | | | \$0.00 | |
| Total Less Conversion Vouchers: | | | | | \$181,371.24 | |

Type: AM - Accounting Manual Warrant, AW - Accounting Warrant, IM - Investment Manual Warrant, IW - Investment Warrant, PM - Payroll Manual Warrant, PR - Payroll Warrant, RW - Reduction of Receipt Warrant, SW - Skipped Warrant, WH - Withholding Warrant, WM - Withholding Manual, WS - Special Warrant, CH - Electronic Payment Advice, IL - Investment Loss, EP - Payroll EFT Voucher, CV - Payroll Conversion Voucher, SV - Payroll Special Voucher, EW - Withholding Voucher, POS ADJ - Positive Adjustment, NEG ADJ - Negative Adjustment, POS REAL - Positive Reallocation, NEG REAL - Negative Reallocation

Status: O - Outstanding, C - Cleared, V - Voided, B - Batch

* Asterisked amounts are not included in report totals. These transactions occurred outside the reported date range but are listed for reference.