

# RECORD OF PROCEEDINGS

## CONCORD TOWNSHIP BOARD OF TRUSTEES

Minutes of

Meeting

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

October 12, 2022

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Held

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### Call to Order and Roll Call

The Concord Township Board of Trustees met in regular session on Wednesday, October 12, 2022 at 7:00 p.m. at the Concord Township Community Building, 6385 Home Road, Delaware, Ohio. Chairman Bart Johnson called the meeting to order and the roll was called; attending were Trustees Jason Haney, Joe Garrett, and Bart Johnson.

### Approval of Minutes

Mr. Garrett moved and Mr. Haney seconded to approve the minutes of the September 28, 2022 meeting. Vote: Haney-yes, Garrett-yes, Johnson-yes.

### Public Input

Sheila Hiddleston, director of the Delaware Public Health District, shared the following:

- Flu shots and COVID boosters are available from the health department. Chief Cooper was thanked for providing a health district vaccination location during the winter.
  - Newborn and prenatal visits are in person again. The visits are voluntary, available to anyone in the county, and free.
  - Car seat checks are continuing.
  - COVID numbers are down to single digits per 100,000, so about 18 cases per day. The numbers may be higher due to people self-testing and isolating.
  - There are no moneypox positives in the county; the district has a limited supply of monkeypox vaccine.
  - The latest occurrence is measles, but there are no cases in Delaware County.
  - Ms. Hiddleston thanked the township for inviting a health representative to the fall festival and open house.
  - The Trustees thanked Sheila for her dedication and service to the health department and County; best wishes were extended for her new endeavors. The new health district director will be announced at next district meeting in October.
- Mr. Doug Riedel, liaison from Delaware County Engineer's Office, shared the following:
- The Buntly Station Road paving is done, with berming and striping to finish. One complaint was received from a resident about access during the project.
  - Discussion was held on US 42 detour posting.
  - Assistant prosecuting attorney, Tony Stocco, said the Engineer's office agreed to approve a deviation from the original design of Scioto Reserve trees and sidewalks. It will be acceptable if a sidewalk is rerouted around trees if necessary, and a work in right-of-way agreement is obtained.
  - An email was sent to Trustees about updated road improvement figures to Russell Road with Scioto Township and Ohio Public Works Commission (OPWC) Mr. Garrett moved and Mr. Haney seconded to approve partnering with Scioto Township for an OPWC grant for repairing Russell Road, at a cost not to exceed \$10,000. Vote: Haney-yes, Garrett-yes, Johnson-yes.
  - November 16 will be the Delaware County Engineer's annual Trustee and Fiscal Officer meeting. Lunch will be provided.

Chris Rinehart, township legal counsel, discussed the following:

- A draft tax increment financing (TIF) resolution and school notices were sent to the Trustees for review. No action is needed on a resolution at this time, only approval to provide notice to the schools. After discussion, Mr. Garrett moved and Mr. Haney seconded to authorize Chairman Bart Johnson to execute documents of behalf of the Board for notification purposes informing Buckeye Valley School District and Delaware Area Career Center of a proposed 10 year, 75% exemption TIF on parcels #419-230-01-022-000, 419-230-01-024-000, and 419-230-01-026-000. Vote: Haney-yes, Garrett-yes, Johnson-yes.
- The public records request sent to City of Delaware was received.
- Trustee Garrett noted the Board should identify similar parcels to take action on.

### Approval of Financial Report

Chairman Bart Johnson certified Fiscal Officer Jill Davis provided the current financial reports of the township, and money is available to pay bills. The current Cash Summary by Fund report shows the following balances:

|                         |                       |
|-------------------------|-----------------------|
| - General Fund          | \$8,829,807.20        |
| - Special Revenue Funds | <u>\$3,906,089.04</u> |
| - Total All Funds       | \$12,735,896.24       |

Mr. Garrett moved and Mr. Haney seconded to approve pending purchase orders and warrants #133-141, 116485-116516, except #116493, all totaling \$121,601.27. Vote: Haney-yes, Garrett-yes, Johnson-yes.

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Mr. Johnson moved and Mr. Haney seconded to approve warrant #116493. Vote: Haney-yes, Garrett-abstain, Johnson-yes.

Bank statements and reconciliation for September were provided for Board review.

### Zoning Department

Mr. Ric Irvine, Zoning Inspector, reported the following:

- Permits were issued since the last meeting for 3 houses, 1 deck, and 1 pool.
- The Home Road accessory building was finally moved to its new foundation so is now compliant.
- The Myrna Road shed is being moved back 60 feet to be compliant.
- A letter was sent to a Harriott Road property, but no action was taken on an abandoned minivan. The case will be forwarded to the Prosecutor's office.
- The Clark Shaw Road unlicensed vehicle will be moved by the end of the week.
- The Board of Zoning Appeals will hold a meeting on November 1, 2022 to hear the tabled Duchess 42 Market facility case.
- The Pickle Shack brought in an application for Conditional/Change of Use permit today.
- An inquiry was received regarding Lucy Depp lots, setbacks, and sizes.

### Road/Maintenance Department

Road Supervisor, Nathan Wilgus, reported the following:

- A new concrete driveway at 7080 Merchant Road was poured out to the road pavement. Driveway permits are administered for the township by the county engineer's office, so the inspection was incorrect.
- White sand was located for the new volleyball court. Mr. Haney moved and Mr. Garrett seconded to approve hiring Mike's Trucking for material and trucking of 250 tons of white volleyball sand in Howard, Ohio, at a cost not to exceed \$15,000. Vote: Haney-yes, Garrett-yes, Johnson-yes. The volleyball court poles are set, and once the sand is in the net will be installed.
- Pavement on Springwick and Crowberry Courts are to be repaired this week by Chemcote.
- A catch basin cut out on Scioto Chase will be fixed tomorrow.
- The speed trailer was placed on Moore Road and will be moved to Bunty Station Road next. The stealth radar monitor will record data, but does not store, so the company is still trying to repair.
- Wires on Mills Road were discussed. A pole is now bending toward the road after Spectrum tried to raise and tighten the wires.
- A metal box installed onto a sign post needs checked on Turfway Bend.

### New Business

Renting of the park multipurpose field was discussed for soccer; no action was taken. As an alternative to organized sports rentals, the Trustees considered creating a dog park using part of the field, and/or adding more nature grasses.

### Fire Department

Fire Chief, Chief Cooper, reported the following:

- Cyrus Construction completed the sealing of the fire department driveway.
- Speed limit signs are needed for the driveway back to the pickleball courts.
- Wolfrum Roofing will be installing the snow/ice rail on October 20.
- The deer damage to the Expedition was more extensive than originally found. Overages were sent to Sedgwick for insurance.
- Firefighter Jack Guyton will be participating at the Fallen Firefighters event soon.

### Fiscal Officer/Correspondence

- An article was presented to Trustees regarding the new limit on part-time firefighter/EMT hours from 1,500 to 1,976 per year while still being exempt from insurance benefits.
- An article was presented to Trustees regarding the payments to and disbursements from OneOhio Opioid Settlements, which will occur over the next eighteen years. The settlement funds must be used as part of efforts to address the opioid crisis in the state.
- Planning meetings with Steiner, county commissioner, and economic development need scheduled.
- Since no response was received on the nuisance mailing to Mars Hill Baptist Church, notice will also be posted on the property and in the Delaware Gazette.

### Adjournment

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

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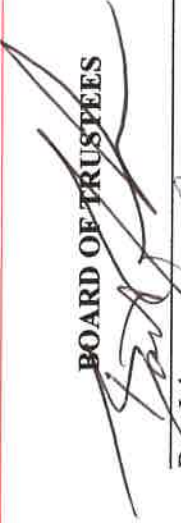
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Held \_\_\_\_\_ 20\_\_\_\_

**ATTEST**

  
Fiscal Officer, Jill Davis

**BOARD OF TRUSTEES**

  
Bart Johnson

  
Joe Garrett

  
Jason Haney

Concord Township Trustee Meeting

October 12, 2022

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

SR Sidewalk from last meeting

Tiff Paperwork for 42

New Business

Soccer field rental discussion

Fire Chief

Fiscal Officer

Adjourn

Cash Summary by Fund

Year 2022

| Fund #        | Fund Name                            | Fund Balance 1/1/2022 | Fund Balance Adjustments | Revenue (excluding transfers and advances in) | Transfers In | Advances In | Fund & Adjustments & Revenue | Expenditures (excluding transfers and advances out) | Transfers Out | Advances Out | Fund Balance 12/31/2022 | Non-Pooled Balance | Pooled Balance  |
|---------------|--------------------------------------|-----------------------|--------------------------|---|--------------|-------------|------------------------------|---|---------------|--------------|-------------------------|--------------------|-----------------|
| 1000          | General                              | \$7,748,703.79        | \$135.00                 | \$1,696,644.41                                | \$0.00       | \$0.00      | \$9,445,483.20               | \$615,676.00  | \$0.00        | \$0.00       | \$8,829,807.20          | \$0.00             | \$8,829,807.20  |
| 2011          | Motor Vehicle License Tax            | \$25,139.22           | \$0.00                   | \$15,641.42                                   | \$0.00       | \$0.00      | \$40,780.64                  | \$13,948.33   | \$0.00        | \$0.00       | \$26,832.31             | \$0.00             | \$26,832.31     |
| 2021          | Gasoline Tax                         | \$118,646.56          | \$0.00                   | \$148,398.92                                  | \$0.00       | \$0.00      | \$267,045.48                 | \$189,894.29  | \$0.00        | \$0.00       | \$77,151.19             | \$0.00             | \$77,151.19     |
| 2031          | Road and Bridge                      | \$834,562.92          | \$0.00                   | \$505,630.56                                  | \$0.00       | \$0.00      | \$1,340,193.48               | \$871,179.11  | \$0.00        | \$0.00       | \$469,014.37            | \$0.00             | \$469,014.37    |
| 2041          | Cemetery                             | \$20,993.70           | \$0.00                   | \$15,265.40                                   | \$0.00       | \$0.00      | \$36,259.10                  | \$7,879.66  | \$0.00        | \$0.00       | \$28,379.44             | \$0.00             | \$28,379.44     |
| 2111          | Fire District                        | \$1,041,488.72        | \$4,100.00               | \$3,450,327.93                                | \$0.00       | \$0.00      | \$4,495,916.65               | \$2,433,135.31                                      | \$0.00        | \$0.00       | \$2,062,781.34          | \$0.00             | \$2,062,781.34  |
| 2231          | Permissive Motor Vehicle License Tax | \$46,815.12           | \$0.00                   | \$32,439.88                                   | \$0.00       | \$0.00      | \$79,255.00                  | \$9,096.85  | \$0.00        | \$0.00       | \$70,158.15             | \$0.00             | \$70,158.15     |
| 2273          | American Rescue Plan Act (ARP)       | \$582,230.42          | \$0.00                   | \$588,398.64                                  | \$0.00       | \$0.00      | \$1,170,629.06               | \$0.00  | \$0.00        | \$0.00       | \$1,170,629.06          | \$0.00             | \$1,170,629.06  |
| 2901          | OneOhio Opioid Settlement Fund       | \$0.00                | \$0.00                   | \$2,846.22                                    | \$0.00       | \$0.00      | \$2,846.22                   | \$1,703.04  | \$0.00        | \$0.00       | \$1,143.18              | \$0.00             | \$1,143.18      |
| Report Total: |                                      | \$10,418,580.45       | \$4,235.00               | \$6,455,593.38                                | \$0.00       | \$0.00      | \$16,878,408.83              | \$4,142,512.59                                      | \$0.00        | \$0.00       | \$12,735,896.24         | \$0.00             | \$12,735,896.24 |

Last reconciled to bank: 09/30/2022 -- Total other adjusting factors: \$290,786.47



**Payment Listing**

9/29/2022 to 10/12/2022

| Payment Advice # | Post Date  | Transaction Date                       | Type | Vendor / Payee                    | Amount      | Status |  |
|------------------|------------|--|------|-----------------------------------|-------------|--------|--|
| 133-2022         | 10/07/2022 | 10/07/2022                             | CH   | HR BUTLER, LLC                    | \$198.65    | 0      |  |
|                  | Purpose:   | PAYROLL PROCESSING FEES                |      |                                   |             |        |  |
| 134-2022         | 10/07/2022 | 10/07/2022                             | CH   | HR BUTLER, LLC                    | \$5,005.77  | 0      |  |
|                  | Purpose:   | PAYROLL AGENCY DEDUCTIONS              |      |                                   |             |        |  |
| 135-2022         | 10/07/2022 | 10/07/2022                             | CH   | HR BUTLER, LLC                    | \$67,327.62 | 0      |  |
|                  | Purpose:   | PAYROLL SALARIES                       |      |                                   |             |        |  |
| 136-2022         | 10/07/2022 | 10/07/2022                             | CH   | HR BUTLER, LLC                    | \$18,522.75 | 0      |  |
|                  | Purpose:   | PAYROLL TAXES                          |      |                                   |             |        |  |
| 137-2022         | 10/07/2022 | 10/07/2022                             | CH   | PNC BANK                          | \$445.40    | 0      |  |
|                  | Purpose:   | MONTHLY BANK FEES, MONTHLY BANK FEES   |      |                                   |             |        |  |
| 138-2022         | 10/10/2022 | 10/10/2022                             | CH   | DELAWARE CO. SHERIFF'S OFFICE     | \$52.32     | 0      |  |
|                  | Purpose:   | DEL CO SHERIFF SPECIAL APR-OCT         |      |                                   |             |        |  |
| 139-2022         | 10/10/2022 | 10/10/2022                             | CH   | BRANDON HUNTER                    | \$135.00    | 0      |  |
|                  | Purpose:   | DEL CO SHERIFF SPECIAL APR-OCT         |      |                                   |             |        |  |
| 140-2022         | 10/10/2022 | 10/10/2022                             | CH   | PNC BANK                          | \$1,521.31  | 0      |  |
|                  | Purpose:   | FIRE DEPT 5.11 CLOTHING SUPPLY         |      |                                   |             |        |  |
| 141-2022         | 10/12/2022 | 10/12/2022                             | CH   | HR BUTLER, LLC                    | \$1,134.51  | 0      |  |
|                  | Purpose:   | PAYROLL ADD'N/MISSED OT                |      |                                   |             |        |  |
| 116485           | 10/10/2022 | 10/10/2022                             | AW   | OHIOHEALTH EMERGENCY MEDICAL SER' | \$647.50    | 0      |  |
|                  | Purpose:   | FIRE DEPT EMS MEDICAL DIRECTOR         |      |                                   |             |        |  |
| 116486           | 10/10/2022 | 10/10/2022                             | AW   | DELAWARE GENERAL HEALTH DISTRICT  | \$70.00     | 0      |  |
|                  | Purpose:   | SEMI PUBLIC SEWAGE TRMT PERMIT         |      |                                   |             |        |  |
| 116487           | 10/10/2022 | 10/10/2022                             | AW   | OHIO EDISON                       | \$643.66    | 0      |  |
|                  | Purpose:   | ROAD DEPT UTILITIES                    |      |                                   |             |        |  |
| 116488           | 10/10/2022 | 10/10/2022                             | AW   | AIM MEDIA MIDWEST OPERATING LLC   | \$71.60     | 0      |  |
|                  | Purpose:   | ZONING BZA LEGAL AD                    |      |                                   |             |        |  |
| 116489           | 10/10/2022 | 10/10/2022                             | AW   | FRONTIER                          | \$323.06    | 0      |  |
|                  | Purpose:   | UTILITIES - FIRE DEPT -PHONE           |      |                                   |             |        |  |
| 116490           | 10/10/2022 | 10/10/2022                             | AW   | TIME WARNER CABLE                 | \$99.99     | 0      |  |
|                  | Purpose:   | UTILITIES - ADMIN                      |      |                                   |             |        |  |
| 116491           | 10/10/2022 | 10/10/2022                             | AW   | DATA RESOLUTIONS INC              | \$435.00    | 0      |  |
|                  | Purpose:   | SERVER/COMPUTER MONITOR/BACKUP QTR4    |      |                                   |             |        |  |
| 116492           | 10/10/2022 | 10/10/2022                             | AW   | BUCKEYE HOME & LAND SVCS LLC      | \$1,300.00  | 0      |  |
|                  | Purpose:   | NUISANCE PROP CLEANUP 4896 FRESHWATER  |      |                                   |             |        |  |
| 116493           | 10/10/2022 | 10/10/2022                             | AW   | 50+1 PUBLIC POLICY INITIATIVES    | \$1,200.00  | 0      |  |
|                  | Purpose:   | TWP GRANT WRITING CONSULTANT           |      |                                   |             |        |  |
| 116494           | 10/10/2022 | 10/10/2022                             | AW   | SOUTHEASTERN EQUIPMENT CO., INC.  | \$6,317.82  | 0      |  |
|                  | Purpose:   | ROAD DEPT 580BACKHOE REPAIR            |      |                                   |             |        |  |
| 116495           | 10/10/2022 | 10/10/2022                             | AW   | NAPA AUTO PARTS                   | \$210.44    | 0      |  |
|                  | Purpose:   | FIRE & ROAD REPAIR PARTS & SUPPLY      |      |                                   |             |        |  |
| 116496           | 10/10/2022 | 10/10/2022                             | AW   | PORTA KLEEN                       | \$345.00    | 0      |  |
|                  | Purpose:   | PARK PORTABLE RESTROOMS                |      |                                   |             |        |  |
| 116497           | 10/10/2022 | 10/10/2022                             | AW   | DAMRON FAMILY FARMS               | \$656.25    | 0      |  |
|                  | Purpose:   | ROAD DEPT GRADER MOTOR REPAIR          |      |                                   |             |        |  |
| 116498           | 10/10/2022 | 10/10/2022                             | AW   | LOWE'S COMPANIES, INC             | \$525.61    | 0      |  |
|                  | Purpose:   | SOUTH PARK SITE IMPROVEMENTS AUG-SEP22 |      |                                   |             |        |  |
| 116499           | 10/10/2022 | 10/10/2022                             | AW   | LOEB ELECTRIC                     | \$23.28     | 0      |  |
|                  | Purpose:   | TWP BLDG OUTDOOR LIGHTING              |      |                                   |             |        |  |
| 116500           | 10/10/2022 | 10/10/2022                             | AW   | TRACTOR SUPPLY CREDIT PLAN        | \$125.95    | 0      |  |
|                  | Purpose:   | PARK SUPPLY PARTS                      |      |                                   |             |        |  |
| 116501           | 10/10/2022 | 10/10/2022                             | AW   | AMANDA PLUMBING                   | \$285.00    | 0      |  |
|                  | Purpose:   | FIRE DEPT FLOOR DRAIN CLEARED          |      |                                   |             |        |  |
| 116502           | 10/10/2022 | 10/10/2022                             | AW   | VALTECH COMMUNICATIONS            | \$184.33    | 0      |  |
|                  | Purpose:   | UTILITIES - ADMIN                      |      |                                   |             |        |  |
| 116503           | 10/10/2022 | 10/10/2022                             | AW   | RIC IRVINE, ZONING INSPECTOR      | \$50.00     | 0      |  |
|                  | Purpose:   | ZONING CELL PHONE REIMBURSEMENT        |      |                                   |             |        |  |
| 116504           | 10/10/2022 | 10/10/2022                             | AW   | NATHAN WILGUS                     | \$100.00    | 0      |  |
|                  | Purpose:   | ROAD SUPER CELL PHONE REIMB            |      |                                   |             |        |  |
| 116505           | 10/10/2022 | 10/10/2022                             | AW   | R.L. PARSONS & SON                | \$262.66    | 0      |  |
|                  | Purpose:   | ROAD DEPT BOOM MOWER REPAIR            |      |                                   |             |        |  |
| 116506           | 10/10/2022 | 10/10/2022                             | AW   | KLEEM, INC.                       | \$1,349.60  | 0      |  |
|                  | Purpose:   | ROAD DEPT STREET SIGNS & POSTS         |      |                                   |             |        |  |

**Payment Listing**

9/29/2022 to 10/12/2022

| Payment Advice # | Post Date  | Transaction Date                       | Type | Vendor / Payee                  | Amount                          | Status       |  |
|------------------|------------|--|------|---------------------------------|---------------------------------|--------------|--|
| 116507           | 10/10/2022 | 10/10/2022                             | AW   | UNITED RENTALS INC              | \$1,675.44                      | 0            |  |
|                  | Purpose:   | SOUTH PARK SITE IMPROVEMENTS AUG-SEP22 |      |                                 |                                 |              |  |
| 116508           | 10/10/2022 | 10/10/2022                             | AW   | ADVANCED DRAINAGE SYSTEMS, INC. | \$1,617.60                      | 0            |  |
|                  | Purpose:   | KLONDIKE ROAD EMBANKMENT PROJECT       |      |                                 |                                 |              |  |
| 116509           | 10/10/2022 | 10/10/2022                             | AW   | AG-PRO COMPANIES INC            | \$1,282.60                      | 0            |  |
|                  | Purpose:   | SUPER 104 MOWER ELEC CLUTCH REPAIR     |      |                                 |                                 |              |  |
| 116510           | 10/10/2022 | 10/10/2022                             | AW   | HARED FARMS INC.                | \$84.00                         | 0            |  |
|                  | Purpose:   | TWP FALL FESTIVAL OPEN HOUSE SUPPLY    |      |                                 |                                 |              |  |
| 116511           | 10/10/2022 | 10/10/2022                             | AW   | COLUMBIA GAS                    | \$423.41                        | 0            |  |
|                  | Purpose:   | UTILITIES-FIRE DEPT-GAS                |      |                                 |                                 |              |  |
| 116512           | 10/10/2022 | 10/10/2022                             | AW   | BEEEM'S BP DIST INC             | \$2,555.58                      | 0            |  |
|                  | Purpose:   | ROAD/FIRE FUEL                         |      |                                 |                                 |              |  |
| 116513           | 10/10/2022 | 10/10/2022                             | AW   | FASTSIGNS                       | \$75.07                         | 0            |  |
|                  | Purpose:   | TWP FALL FESTIVAL OPEN HOUSE SUPPLY    |      |                                 |                                 |              |  |
| 116514           | 10/10/2022 | 10/10/2022                             | AW   | MIATI EMBROIDERY                | \$1,014.50                      | 0            |  |
|                  | Purpose:   | FIRE DEPT OCT BREAST AWARE SHIRTS      |      |                                 |                                 |              |  |
| 116515           | 10/10/2022 | 10/10/2022                             | AW   | 3F FITNESS LLC                  | \$1,560.00                      | 0            |  |
|                  | Purpose:   | FIRE DEPT FITNESS PROGRAM              |      |                                 |                                 |              |  |
| 116516           | 10/10/2022 | 10/10/2022                             | AW   | SHELLY MATERIALS, INC           | \$1,742.99                      | 0            |  |
|                  | Purpose:   | SOUTH PARK SITE IMPROVEMENTS AUG-SEP22 |      |                                 |                                 |              |  |
|                  |            |  |      |                                 | Total Payments:                 | \$121,601.27 |  |
|                  |            |  |      |                                 | Total Conversion Vouchers:      | \$0.00       |  |
|                  |            |  |      |                                 | Total Less Conversion Vouchers: | \$121,601.27 |  |

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.