

CONCORD TOWNSHIP BOARD OF TRUSTEES

November 11, 2020

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Call to Order and Approval of Meeting Minutes

The Concord Township Board of Trustees met in regular session on November 11, 2020 at 7:00 pm at the Concord Township Administrative Building, 6385 Home Road, Delaware, Ohio. Chairman Johnson called the meeting to order and the roll was called. In attendance were Trustees Bart Johnson, Joe Garrett, and Jason Haney. Other staff attending included Fiscal Officer Jill Davis, Zoning Inspector Ric Irvine, and Fire Chief Todd Cooper.

Due to COVID-19 social distancing restrictions, limited seating was provided, and public teleconference information was posted on the township's website.

Mr. Haney moved and Mr. Garrett seconded to approve the meeting minutes from October 28, 2020 with one change. Vote: Haney-yes, Garrett-yes, Johnson-yes.

Public Input

Scott Sanders with Delaware County Regional Planning Commission (DCRPC) shared the 2021 budget and population projections. The township shows a 28.9% growth rate, based on data from the 2010 Census, building permits, birth and death dates.

- Census 2020 was delayed due to COVID-19, but response results were good. Delaware and Medina County had the best response rates in the state of Ohio. Fiscal Officer Davis was thanked for being a Census committee liaison for the county's townships.

- Mr. Sanders has taken DCRPC materials and merged them into one document for density and design for zoning and development plan use. It also shows apartment styles that Columbus uses for apartment density comparisons, and different urban area styles such as a town center development. Copies were distributed to Trustees.

- Development is busy in the County. Common access drive (CAD) subdivisions have increased from 85 in 2019, to already 215 to date in 2020.

- Trustee Johnson mentioned the plan has changed dramatically for Metro Development's latest application. The Trustees asked why they should support DCRPC, since DCRPC approved Metro's original application when the township's zoning code recommends a density of 1.5, and the application's density was nearly 3.0. The Trustees were very unhappy. The township updated its Comprehensive Plan and Zoning Code/Resolution prior to Metro's recent application. Mr. Sanders noted the development was approved as an extension of a previously approved development from a marketing perspective. Approval comments stated higher density was granted as a condition of installing a collector road. Trustee Garrett understands the pressure from the County to get the sewer plant running at capacity, but the township does not feel that way. The Zoning Commission board used to hold the CDRPC decision to a higher standard for approvals, but that is now questioned. The school system was also against approval.

Russ Baron from Bellpoint Youth Athletic Association gave a \$500 donation towards the township's park electric.

- More than 950 kids signed up for ball teams this year. Mr. Baron thinks the demand is increasing and travel groups are involved now.

- They would like to secure funding to light two fields. The Trustees would like to be involved in light placement to ensure not shining toward households.

- They are working toward official 501(c)3 status and are reorganizing as Inc. They can then solicit donations for larger products, dugout replacement, etc.

- The Trustees noted at some point they should have an agreement in place with BYAA.

- BYAA passed their concession stand visit by the health compliance officer.

Residents J.D. Hite, Richard Matthews, and Aaron & Robin Haynes, all of Bunty Station Road, discussed flooding concerns and drainage options with the Trustees.

- Work agreements may be needed from residents to complete catch basin and ditch repairs.

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- If homeowners are in agreement to remove all the trees, the township could proceed with engineering plans to open the ditch, and replace drive culverts, etc.
- Residents should email the Trustees with permission for tree removal.
- A hump in the road also needs repaired.

Financials

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

General Fund	\$7,429,850.35
Special Revenue Funds	<u>\$3,197,988.37</u>
Total All Funds	\$10,627,838.72

- Therefore, Mr. Garrett moved and Mr. Haney seconded to approve pending purchase orders, warrants, and vouchers #79-83, void #17011, #17238-17273, except #17243, all totaling \$174,262.52. Vote: Haney-yes, Garrett-yes, Johnson-yes. Mr. Haney moved and Mr. Johnson seconded to approve warrant #17243. Vote: Haney-yes Garrett-abstain, Johnson-yes.
- Bank statements for October were reviewed and initialed.

Zoning Department

- Mr. Ric Irvine, Zoning Inspector, stated 11 permits were issued for new homes and 7 commercial buildings.
- The zoning department continues to send notices, follow up, and monitor unresolved nuisance cases, including:
 - Park Ridge Road (unlicensed Jeep - no action - send to Prosecutor's office),
 - Logan Road (unlicensed vehicle - no action - Prosecutor's office sent letter - deadline is today - still there as of 6:25 p.m. today),
 - Harriott Road / Lucy Depp (multiple complaints - all OK),
 - 9533 Dublin Road, Mars Hill Baptist Church (sent two letters - no action - vacant address - forward to Trustees for further action),
 - South Section Line Road (two pools in front yard - not cleaned up - second letter will be sent with seven day deadline).

Road Department

- The annual road inspection tour was held all-day by the Trustees on Friday, November 6, 2020.
- Concord Road south of Harriott needs replaced, 1.12 miles or surface asphalt, crack seal, chip seal. Tartan Fields residents and school will need advance notice.
- Irish Hills / Blarney Stone - has large cracks.
- Buechel / Elmgee Drives - close to needing repair
- Fry Road - chip/seal or crack/seal - no ready yet.
- Calhoun Road - maybe crack seal for now, but possible OPWC project with Scioto Township in future as a reclamation project. The road may have base issues.
- Russell Road - township will grader patch full width.
- Klondike Road - township will re-berm.
- Freshwater Road - north end needs future improvement.
- Scioto Parkway - do ADA ramp repairs first, fill out Request for Engineering to County, then needs re-paved in 2022. Note to check for irrigation lines during ramp repairs. Mr. Haney moved and Mr. Garrett seconded to approve sending a Request for Engineering to Delaware County for handicap ADA ramp repairs in Scioto Reserve. Vote: Haney-yes, Garrett-yes, Johnson-yes.
- Spring Grove - check next year.
- Logan Drive - township needs to cold patch a spot.
- Scioto Reserve - all giant cracks needs repaired. The mastic treatment is holding up well.

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Old Business

- Trustee Haney received a proposal for landscape screening development. After discussion, Mr. Haney moved and Mr. Garrett seconded to approve hiring Implement LLC for landscape protocol development for re-zoning applications, up to \$5,000.00. Vote: Haney-yes, Garrett-yes, Johnson-yes.
- Trustees Johnson and Haney continue to work on establishing internet to the Road Department. The cost estimate is about \$1,200-\$1,900 to leave the existing camera system separate and boost internet to the site, which would pay out in two years rather than dropping another internet line.
- The radar sign in Scioto Reserve needs repair. Mr. Garrett moved and Mr. Haney seconded to approve repairing the radar sign at a cost not to exceed \$1,200. Vote: Haney-yes, Garrett-yes, Johnson-yes.
- Madison Energy is expanding their service and a coverage map was emailed to the Trustees for review.
- An updated TIF agreement for the storage facility property was received by Trustee Garrett. Legal counsel, Mr. Rinehart, will be contacted for the next steps.

New Business

- Discussion was held on the 2021 Health Reimbursement Account renewal. The Trustees agreed to follow the same HRA reimbursement policy for next year 2021.
- Township liability insurance renewal for December 2020-December 2021 was received from OTARMA. After discussion, Mr. Haney moved and Mr. Garrett seconded to approve the 2020-2021 liability insurance renewal with OTARMA at a cost of \$55,495. Vote: Haney-yes, Garrett-yes, Johnson-yes. OTARMA will be consulted about BYAA liability requirements.

Fire Department

- Fire Chief Todd Cooper reported a full-time fire employee is off on injury leave and will return as light duty for a while.
- The fire truck committee will meet again on November 17, 2020 at 8:00 a.m. More discussion was held on new fire truck options of bucket versus ladder.
- Quarterly agility process was discussed.

Fiscal Officer / Other Business

- Mr. Haney moved and Mr. Johnson seconded to adopt a Resolution to abate the nuisance at 9533 Dublin Road, and to appoint Trustee Jason Haney to locate a contractor to perform the nuisance abatement on behalf of the Board of Trustees. Upon roll call vote: Haney-yes, Garrett-yes, Johnson-yes.
- Mrs. Davis reported the benches and Adrienne Jackson memorial plaque are being ordered for the wildflower prairie and ballpark areas.
- Correspondence was received from attorney Paul Michael Lafayette regarding the ongoing lawsuit with OPEC-HC healthcare cooperative from 2017. No further action.
- Correspondence was received from the Delaware County Commissioners regarding approval of 0.17 miles of Quail Landing, which are added to the township road inventory.
- Mr. Garrett moved and Mr. Haney seconded to approve Oller cemetery deed re-assigning of Lot 221, graves 3-4. Vote: Haney-yes, Garrett-yes, Johnson-yes. New deed was signed. Ten graves in the Keller section will be assigned soon to Phil Keller's family.
- Discussion was held on sharing of township equipment between townships.
- Voting day went well at the township building, and employee Mary Koerber stayed there to clean throughout the day.
- Mrs. Davis has a payroll meeting scheduled with another Fiscal Officer on November 17, and a records webinar all day on November 19.
- Spectrum billing issues continue with the township building's enterprise account after months of calls. The Concord Township in Lake County was added to our invoice in March

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and Spectrum still has not fixed it completely. Mrs. Davis recommended forwarding the issue to legal counsel if it is not fixed by the end of the month.

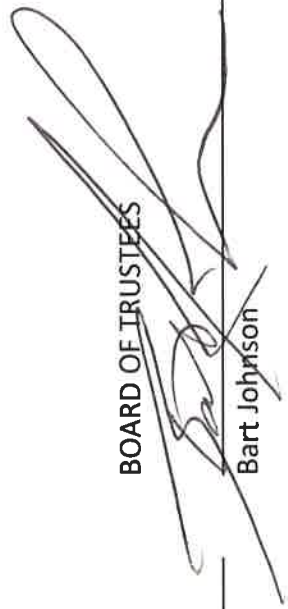
- A remote deposit machine was requested from PNC Bank and is in process.

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

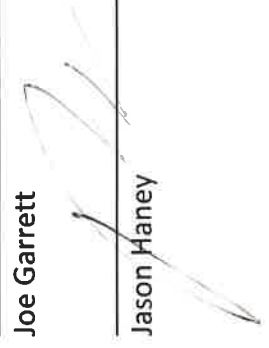
ATTEST


Fiscal Officer, Jill Davis

BOARD OF TRUSTEES


Bart Johnson

Joe Garrett


Jason Haney

Concord Township Trustee Meeting

November 11, 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

505.871 findings

Road Department update

2021 Road inspection report and Plan

Request for Engineering on Ramps on Scioto Parkway

Old Business

New Business

2021 HRA renewal and reimbursement

2021 OTARMA liability insurance renewal

Fire Chief

Fiscal Officer

Adjourn

Payment Listing

10/29/2020 to 11/11/2020

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
79-2020	11/06/2020	11/10/2020	CH	HR BUTLER, LLC	\$195.84	O
	Purpose: PAYROLL PROCESSING FEES 2020					
80-2020	11/06/2020	11/10/2020	CH	HR BUTLER, LLC	\$2,892.07	O
	Purpose: FIRE DEPT HOUSE FUND 11/6/20, FIRE DEPT UNION DUES, OHIO DEFER COMP 457, SECURITY BENEFIT 457, AFLAC INSUR, POLICE & FIREMAN'S INSUR					
81-2020	11/06/2020	11/10/2020	CH	HR BUTLER, LLC	\$133,994.68	O
	Purpose: PAYROLL SALARIES 11/6/20					
82-2020	11/06/2020	11/10/2020	CH	HR BUTLER, LLC	\$22,515.84	O
	Purpose: PAYROLL TAXES 11/6/20, PAYROLL TAX FFCRA CREDIT					
83-2020	11/11/2020	11/11/2020	CH	CBIZ BENEFITS	\$1,289.44	O
	Purpose: HRA INSUR CLAIM REIMBURSE PLAN					
17011	07/22/2020	07/22/2020	AW	STRAWSER PAVING COMPANY	\$66,398.40 *	V
	Purpose: ROAD CRACKSEAL/MICRO REPAIRS					
17011	11/06/2020	11/06/2020	AW	STRAWSER PAVING COMPANY	-\$66,398.40	V
17238	11/11/2020	11/11/2020	AW	TIME WARNER CABLE	\$99.99	O
	Purpose: UTILITIES - ADMIN DEPT					
17239	11/11/2020	11/11/2020	AW	FRONTIER	\$311.64	O
	Purpose: UTILITIES - FIRE DEPT					
17240	11/11/2020	11/11/2020	AW	AIM MEDIA MIDWEST OPERATING LLC	\$195.00	O
	Purpose: ZONING MTG LEGAL ADS					
17241	11/11/2020	11/11/2020	AW	BROSIUS, JOHNSON & GRIGGS, LLC	\$67.50	O
	Purpose: TWP LEGAL COUNSEL/PERSONNEL+					
17242	11/11/2020	11/11/2020	AW	LOWE'S COMPANIES, INC	\$109.68	O
	Purpose: FIRE & ROAD DEPT SUPPLIES					
17243	11/11/2020	11/11/2020	AW	50+1 PUBLIC POLICY INITIATIVES	\$1,200.00	O
	Purpose: TWP GRANT WRITING CONSULTANT					
17244	11/11/2020	11/11/2020	AW	PRICE FARMS ORGANICS, LTD.	\$28.00	O
	Purpose: ROAD DEPT DUMP FEES					
17245	11/11/2020	11/11/2020	AW	BUCKEYE READY-MIX, LLC	\$715.31	O
	Purpose: PART 2 - ADD'L CATCH BASIN REPAIR/REPLACE					
17246	11/11/2020	11/11/2020	AW	WASHINGTONS HARDWARE AND AUTO P/	\$242.84	O
	Purpose: FIRE & ROAD DEPT REPAIR PARTS					
17247	11/11/2020	11/11/2020	AW	HOLSTEIN & ASSOCIATES	\$208.00	O
	Purpose: ROAD DEPT TRUCK LIGHTS					
17248	11/11/2020	11/11/2020	AW	VALTECH COMMUNICATIONS	\$183.84	O
	Purpose: UTILITIES - ADMIN DEPT					
17249	11/11/2020	11/11/2020	AW	CBIZ BENEFITS	\$120.00	O
	Purpose: HRA CLAIM REIMB - GENERAL					
17250	11/11/2020	11/11/2020	AW	RIC IRVINE, ZONING INSPECTOR	\$40.00	O
	Purpose: ZONING CELL PHONE REIMBURSEMENT					
17251	11/11/2020	11/11/2020	AW	SHELLY MATERIALS, INC	\$60.00	O
	Purpose: ROAD DEPT DUMP FEES					
17252	11/11/2020	11/11/2020	AW	PARR PUBLIC SAFETY EQUIPMENT	\$18.00	O
	Purpose: ROAD DEPT LIGHT BAR PARTS					
17253	11/11/2020	11/11/2020	AW	PNC BANK	\$27.27	O
	Purpose: FIRE DEPT FRIG REPAIR PART					

Payment Listing
 10/29/2020 to 11/11/2020

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
17254	11/11/2020	11/11/2020	AW	COLUMBIA GAS	\$268.02	O
	Purpose: UTILITIES - FIRE DEPT					
17255	11/11/2020	11/11/2020	AW	BEEM'S BP DIST INC	\$1,012.50	O
	Purpose: ROAD/FIRE FUEL SUPPLY					
17256	11/11/2020	11/11/2020	AW	OHIOHEALTH EMERGENCY MEDICAL SER'	\$647.50	O
	Purpose: FIRE DEPT EMS MED DIR. 20-21					
17257	11/11/2020	11/11/2020	AW	BOUND TREE MEDICAL, LLC	\$1,152.50	O
	Purpose: FIRE DEPT/EMS DRUG SUPPLIES					
17258	11/11/2020	11/11/2020	AW	OFFICE CITY EXPRESS	\$418.67	O
	Purpose: FIRE DEPT CLEANING SUPPLY, ADMIN CLEANING SUPPLY, ADMIN CLEANING SUPPLY, ADMIN CLEANING SUPPLY					
17259	11/11/2020	11/11/2020	AW	SBH MEDICAL LTD	\$254.50	O
	Purpose: FIRE DEPT EMS DRUG SUPPLY					
17260	11/11/2020	11/11/2020	AW	O.E. MEYER CO.	\$10.40	O
	Purpose: FIRE DEPT GAS CYLINDERS					
17261	11/11/2020	11/11/2020	AW	VOSS BROTHERS SALES	\$31.96	O
	Purpose: FIRE DEPT FUEL SUPPLY					
17262	11/11/2020	11/11/2020	AW	SW FIREFIGHTING FOAM & EQUIP LLC	\$1,760.97	O
	Purpose: FIRE DEPT FOAM SUPPLY					
17264	11/11/2020	11/11/2020	SW	Skipped Warrants 17263 to 17264 Series 1	\$0.00	V
	Purpose: Skipped Warrants 17263 to 17264 with Payment Series of 1					
17265	11/11/2020	11/11/2020	AW	OHIOHEALTH EMERGENCY MEDICAL SER'	\$100.00	O
	Purpose: FIRE DEPT PHTLS CLASS, FIRE DEPT PALS CLASS					
17266	11/11/2020	11/11/2020	AW	OHIO ASSOC OF EMERG MEDICAL SVCS	\$75.00	O
	Purpose: FIRE DEPT ANNL MEMBERSHIP					
17267	11/11/2020	11/11/2020	AW	SILCO FIRE & SECURITY	\$169.50	O
	Purpose: FIRE DEPT KITCHEN INSPECTION					
17268	11/11/2020	11/11/2020	AW	ABLE SANITATION SERVICE, INC	\$650.00	O
	Purpose: FIRE DEPT HOLD TANK PUMP FEES					
17269	11/11/2020	11/11/2020	AW	STRAWSER CONSTRUCTION INC	\$66,398.40	O
	Purpose: ROAD CRACKSEAL/MICRO REPAIRS					
17270	11/11/2020	11/11/2020	AW	ORANGE TOWNSHIP	\$2,871.78	O
	Purpose: FIRE DEPT M342 BRAKES REPAIR SVC CALL					
17271	11/11/2020	11/11/2020	AW	JOE HOLLOWAY	\$77.55	O
	Purpose: ROAD DEPT CLOTHING ALLOW REIMB					
17272	11/11/2020	11/11/2020	AW	TERRY ARRASMITH	\$80.54	O
	Purpose: ROAD DEPT CLOTHING ALLOW REIMB					
17273	11/11/2020	11/11/2020	AW	CARROT-TOP INDUSTRIES, INC.	\$166.19	O
	Purpose: FIRE DEPT US FLAGS (4)					
					<u>Total Payments:</u>	<u>\$174,262.52</u>
					<u>Total Conversion Vouchers:</u>	<u>\$0.00</u>
					<u>Total Less Conversion Vouchers:</u>	<u>\$174,262.52</u>

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,

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	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	\$1,476,804.08	\$0.00	\$0.00	\$8,018,898.92	\$589,048.57	\$0.00	\$0.00	\$7,429,850.35	\$0.00	\$7,429,850.35
2011	Motor Vehicle License Tax	\$19,613.08	\$0.00	\$15,132.22	\$0.00	\$0.00	\$34,745.30	\$10,123.09	\$0.00	\$0.00	\$24,622.21	\$0.00	\$24,622.21
2021	Gasoline Tax	\$94,643.56	\$0.00	\$153,724.70	\$0.00	\$0.00	\$248,368.26	\$130,198.69	\$0.00	\$0.00	\$118,169.57	\$0.00	\$118,169.57
2031	Road and Bridge	\$1,122,116.58	\$0.00	\$457,258.40	\$0.00	\$0.00	\$1,579,374.98	\$279,294.92	\$0.00	\$0.00	\$1,300,080.06	\$0.00	\$1,300,080.06
2041	Cemetery	\$11,940.39	\$0.00	\$11,835.20	\$0.00	\$0.00	\$23,775.59	\$13,635.19	\$0.00	\$0.00	\$10,140.40	\$0.00	\$10,140.40
2111	Fire District	\$836,107.27	\$0.00	\$2,956,508.59	\$0.00	\$0.00	\$3,792,615.86	\$2,520,859.47	\$0.00	\$0.00	\$1,271,756.39	\$0.00	\$1,271,756.39
2231	Permissive Motor Vehicle License Tax	\$32,098.74	\$0.00	\$29,599.49	\$0.00	\$0.00	\$61,698.23	\$23,333.17	\$0.00	\$0.00	\$38,365.06	\$0.00	\$38,365.06
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	\$5,535,717.36	\$0.00	\$0.00	\$14,194,331.82	\$3,566,493.10	\$0.00	\$0.00	\$10,627,838.72	\$0.00	\$10,627,838.72

Last reconciled to bank: 10/31/2020 – Total other adjusting factors: \$0.00