

Held November 24, 2021Page 1
20

Call to Order and Roll Call

The Concord Township Board of Trustees met in regular session on Wednesday, November 24, 2021 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 Bart Johnson, Joe Garrett, and Jason Haney. Other staff in attendance were Zoning Inspector Ric Irvine, Fire Chief Todd Cooper, Road Supervisor Nathan Wilgus, and Fiscal Officer Jill Davis.

Approval of Minutes

Mr. Haney moved and Mr. Garrett seconded to approve the minutes of the November 10, 2021 meeting. Vote: Haney-yes, Garrett-yes, Johnson-yes. Motion passed.

Mr. Garrett moved and Mr. Haney seconded to approve the minutes of the November 8, 2021 special meeting. Vote: Haney-yes, Garrett-yes, Johnson-yes. Motion passed.

Financial Report

Trustee 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 is below.

- General Fund	\$7,765,588.76
- Special Revenue Funds	<u>\$3,665,726.91</u>
- Total All Funds	\$11,431,315.67

Mr. Garrett moved and Mr. Haney seconded to approve pending purchase orders, warrants, and vouchers #143-149, 115758-115759 void, 115760-115801, all totaling \$376,865.01. Vote: Haney-yes, Garrett-yes, Johnson-yes. Motion passed. Bank statements from October 31, 2021 were also reviewed and initialed.

Zoning Department

- Mr. Irvine reported nine permits have been issued since the last meeting.
- The Board of Zoning Appeals will meet December 14, 2021.
- The Zoning Commission will meet December 7, 2021 to review the Clarkshaw Village application by Metro Development at 1.85 units per acre proposed density. Four divergences were requested. The Delaware County Regional Planning Commission supported the township's 1.5 density guidelines.
- Another zoning violation was reported on Park Ridge Drive. There have been ongoing issues there with vehicles. A letter will be sent out.
- Attorney Chris Rinehart discussed the landscaping plan being considered by the Zoning Commission, and where to incorporate it within the zoning code. Amendment language is needed before it can be approved. Once incorporated, how will compliance be checked and enforced? Fees, phasing, and completion timelines were also discussed.
- Trustee Garrett met with Mr. Paykoff about the Dublin Road storage facility, documents, and building schedule.
- The Trustees discussed scaling down the Comprehensive Plan, and including business plans.
- It was noted the 23 Connect alternate plans are available and survey/comment period is open until December 13, 2021.

Road / Maintenance Department

- Scioto Reserve tree trimming will begin soon; residents need notified.
- Winter road maintenance will be split/shared with neighboring departments: Rutherford and Ford Roads with Liberty Township, Logan Drive with Shawnee Hills, Owen Fraley with City of Delaware.
- The Case tractor is back from being repaired, but still needs repair.
- The new dump truck from Dexter should be delivered in 1.5 weeks. The greasing system will be installed at a later date since still back ordered. B&C Communications will be hired to move and install the radios.
- The new trailer was received and works well.

Old Business

- Motion was made by Mr. Garrett and seconded to Mr. Haney to renew the township dental program with Delta Dental for January-December 2022. Vote: Haney-yes, Garrett-yes, Johnson-

Held November 24, 2021Page 2 of 20

yes. Motion passed.

New Business

- Mr. Garrett moved and Mr. Haney seconded the 2022 organizational meeting was scheduled for January 6, 2022 at 9:00 a.m. Vote: Haney-yes, Garrett-yes, Johnson-yes. Motion passed.
- Mr. Johnson moved and Mr. Garrett seconded to 2022 records commission annual meeting will be held immediately following the organizational meeting on January 6, 2022. Vote: Haney-yes, Garrett-yes, Johnson-yes. Motion passed.
- Mr. Haney moved and Mr. Johnson seconded to approve Resolution #21-1124 to issue a Request for Bids (RFB) for Residential Solid Waste, Recyclable Materials, and Yard Waste Collection and Delivery for Processing or Disposal for the Unincorporated Area of Concord Township, Delaware County, Ohio. Vote: Haney-yes, Garrett-yes, Johnson-yes. Motion passed. In addition, Mr. Garrett moved and Mr. Haney seconded for Trustee Bart Johnson to attend the pre-bid conference meeting on behalf of the Board on December 16, 2021. Vote: Haney-yes, Garrett-yes, Johnson-yes. Motion passed. The following dates within the RFB were set:
 - RFB advertised - December 3, 2021 and December 10, 2021
 - Bids received - December 6, 2021 through January 6, 2022 at 8:59 a.m.
 - Pre-bid conference meeting - December 16, 2021 at 9:00 a.m.
 - Written questions by - December 20, 2021 at 5:00 p.m.
 - Answers to questions by - December 27, 2021 at 5:00 p.m.
 - Bid opening - January 6, 2022 at 9:30 a.m.
 - Public meeting - January 6, 2022 at 7:00 p.m.
 - Award bid - January 12, 2022
 - Contract execution by - January 19, 2022
 - Service begins - April 1, 2022

- A letter of recommendation for approval was received from the Zoning Commission Board for rezoning application #ZC022021, filed by Ryan Brown of Powell, Ohio, for the "42 Storage" project. The Trustees scheduled to hear the application on December 15, 2021 at 6:00 p.m.

Fire Department

- Chief Cooper approved Rescue Tech training for Robert Barnes at a cost of \$3,650 to be held in 2022 through Bowling Green State University. Craig Armstrong will also finish his remaining Rescue Tech training in 2022 due to classes being suspended during Covid-19.
- Construction on the new Pierce fire truck has not started yet.
- Brake repairs on the backup medic truck were completed for \$1,200 by 42 Automotive, since the previous quote from Taylor was \$8,000.
- Nine part-time employee applicants will complete physical agility testing on December 1, then have second interviews later in December with Trustee Garrett.

Fiscal Officer / Correspondence

- Levy information was presented to the Trustees to compare full and effective rates. Expiration dates need reviewed. Discussion held on build-out of current subdivisions, since additional housing lowers the effective rates of levy collections.
- The cell tower lease and easement (behind the fire station) was reviewed.
- A repair claim letter was received from Frontier. Mr. Garrett suggested it was from the Bunty Station Road project, where they found the Frontier line bored through the middle of the township road drainage tile. More research will be done.
- It was noted the purchase order is full for Mr. Rinehart's legal services, and more funds need encumbered before end of year.
- An application for ODOT grant funding was completed by Trustee Haney and grant consultant Mr. Freeman, for \$150,675 toward repair of 2022 curb ramps.
- Township post cards will not be sent out before end of year.
- Special duty sheriff shifts were encumbered through October 31, 2021, but extended into November since not all shifts were scheduled.
- It was noted the second meeting next month is scheduled for December 29, 2021 at 9:00 a.m.

Adjournment

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

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

Held November 24, 2021

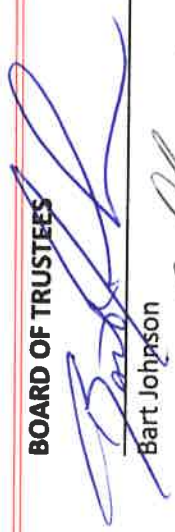
Page 3

20

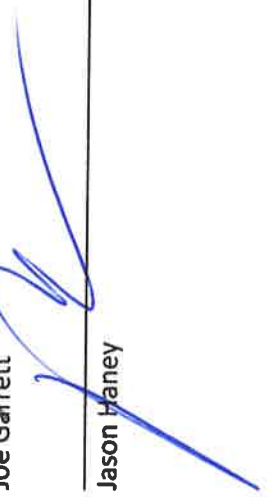
ATTEST


Fiscal Officer, Jill Davis

BOARD OF TRUSTEES


Bart Johnson


Joe Garrett


Jason Haney

Concord Township Trustee Meeting

November 24, 2021

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

New Business

Trash Contract Request for Bids

Fire Chief

Fiscal Officer

Adjourn

CONCORD TOWNSHIP, DELAWARE COUNTY

Cash Summary by Fund

Year 2021

Fund #	Fund Name	Balance 1/1/2021	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 12/31/2021	Non-Pooled Balance	Pooled Balance
1000	General	\$7,442,526.64	\$0.00	\$1,606,320.62	\$0.00	\$0.00	\$9,048,847.26	\$1,263,258.50	\$0.00	\$0.00	\$7,765,588.76	\$0.00	\$7,765,588.76
2011	Motor Vehicle License Tax	\$27,634.27	\$0.00	\$18,385.39	\$0.00	\$0.00	\$46,019.66	\$22,191.08	\$0.00	\$0.00	\$23,828.58	\$0.00	\$23,828.58
2021	Gasoline Tax	\$147,076.11	\$0.00	\$177,042.14	\$0.00	\$0.00	\$324,118.25	\$198,722.19	\$0.00	\$0.00	\$125,396.06	\$0.00	\$125,396.06
2031	Road and Bridge	\$1,085,164.07	\$0.00	\$557,334.12	\$0.00	\$0.00	\$1,642,498.19	\$155,694.23	\$0.00	\$0.00	\$1,486,803.96	\$0.00	\$1,486,803.96
2041	Cemetery	\$10,474.41	\$0.00	\$18,207.63	\$0.00	\$0.00	\$28,682.04	\$7,872.90	\$0.00	\$0.00	\$20,809.14	\$0.00	\$20,809.14
2111	Fire District	\$1,437,563.82	\$0.00	\$3,303,406.87	\$0.00	\$0.00	\$4,740,970.69	\$3,382,821.60	\$0.00	\$0.00	\$1,358,149.09	\$0.00	\$1,358,149.09
2231	Permissive Motor Vehicle License Tax	\$45,219.97	\$0.00	\$38,733.56	\$0.00	\$0.00	\$83,953.53	\$15,341.93	\$0.00	\$0.00	\$68,611.60	\$0.00	\$68,611.60
2273	American Rescue Plan Act (ARP)	\$0.00	\$0.00	\$582,128.48	\$0.00	\$0.00	\$582,128.48	\$0.00	\$0.00	\$0.00	\$582,128.48	\$0.00	\$582,128.48
	Report Total:	\$10,195,659.29	\$0.00	\$6,301,558.81	\$0.00	\$0.00	\$16,497,218.10	\$5,065,902.43	\$0.00	\$0.00	\$11,431,315.67	\$0.00	\$11,431,315.67

Last reconciled to bank: 10/31/2021 – Total other adjusting factors: \$0.00

Payment Listing

11/11/2021 to 11/24/2021

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status	
144-2021	11/19/2021	11/19/2021	CH	CBIZ BENEFITS	\$2,133.59	0	
	Purpose:	HRA CLAIMS REIMB - FIRE					
145-2021	11/19/2021	11/23/2021	CH	HR BUTLER, LLC	\$152.45	0	
	Purpose:	PAYROLL PROCESSING FEES					
146-2021	11/19/2021	11/23/2021	CH	HR BUTLER, LLC	\$3,125.07	0	
	Purpose:	PAYROLL AGENCY DEDUCTIONS					
147-2021	11/19/2021	11/23/2021	CH	HR BUTLER, LLC	\$120,790.21	0	
	Purpose:	PAYROLL SALARIES +FIRE BONUS PAY					
148-2021	11/19/2021	11/23/2021	CH	HR BUTLER, LLC	\$36,833.00	0	
	Purpose:	PAYROLL TAXES/BONUS PAYS					
149-2021	11/24/2021	11/24/2021	CH	ANTHEM BCBS OH GROUP	\$32,323.61	0	
	Purpose:	MEDICAL INSURANCE APR21, MEDICAL INSURNACE MAY-DEC21					
115759	11/24/2021	11/24/2021	SW	Skipped Warrants 115758 to 115759 Series 1	\$0.00	V	
115760	11/24/2021	11/24/2021	AW	OHIO TWP ASSOC. RISK MANAGEMENT AI	\$55,076.00	0	
	Purpose:	TWP LIABILITY INSUR DEC21-DEC22					
115761	11/24/2021	11/24/2021	AW	HIGGINS & ASSOCIATES	\$160.00	0	
	Purpose:	ZONING MEETING REPORTER					
115762	11/24/2021	11/24/2021	AW	OHIO EDISON	\$815.52	0	
	Purpose:	FIRE DEPT UTILITIES					
115763	11/24/2021	11/24/2021	AW	CHARTER COMMUNICATIONS	\$137.62	0	
	Purpose:	FIRE DEPT UTILITIES					
115764	11/24/2021	11/24/2021	AW	ATLANTIC EMERGENCY SOLUTIONS	\$7,434.16	0	
	Purpose:	FIRE DEPT BATTERY FANS ADD'L.					
115765	11/24/2021	11/24/2021	AW	BOUND TREE MEDICAL, LLC	\$813.63	0	
	Purpose:	FIRE/EMS DRUG SUPPLIES					
115766	11/24/2021	11/24/2021	AW	TELEFLEX LLC	\$1,765.50	0	
	Purpose:	FIRE/EMS TELEFLEX EZ-IO NEEDLES, FIRE/EMS EZ-STABILIZERS					
115767	11/24/2021	11/24/2021	AW	SBH MEDICAL LTD	\$146.40	0	
	Purpose:	FIRE DEPT EMS DRUG SUPPLY					
115768	11/24/2021	11/24/2021	AW	O.E. MEYER CO.	\$134.71	0	
	Purpose:	FIRE DEPT O2 GAS CYLINDERS					
115769	11/24/2021	11/24/2021	AW	BEEM'S BP DIST INC	\$1,978.89	0	
	Purpose:	ROAD & FIRE FUEL SUPPLY					
115770	11/24/2021	11/24/2021	AW	ZEP SALES & SERVICE	\$133.84	0	
	Purpose:	FIRE DEPT CLEANING SUPPLU					
115771	11/24/2021	11/24/2021	AW	MIATI EMBROIDERY	\$1,217.98	0	
	Purpose:	FIRE DEPT SHIRTS CHIEF, FIRE DEPT OFFICER PATCHES, FIRE DEPT JACKET, 5 SHIRTS, ROAD HI-VIS JACKETS/GRANT					
115772	11/24/2021	11/24/2021	AW	DELAWARE CO. SHERIFF'S OFFICE	\$450.00	0	
	Purpose:	SPECIAL DUTY SHERIFF 15 SHIFTS/MO, 100 OF 157.5 SHIFTS THRU 10/31/21					
115773	11/24/2021	11/24/2021	AW	COLTON LYBARGER	\$810.00	0	
	Purpose:	SPECIAL DUTY SHERIFF 15 SHIFTS/MO, 100 OF 157.5 SHIFTS THRU 10/31/21					
115774	11/24/2021	11/24/2021	AW	MAXWELL NEWMAN	\$405.00	0	
	Purpose:	SPECIAL DUTY SHERIFF 15 SHIFTS/MO, 100 OF 157.5 SHIFTS THRU 10/31/21					
115775	11/24/2021	11/24/2021	AW	JACOB CSIZMADIA	\$135.00	0	
	Purpose:	SPECIAL DUTY SHERIFF 15 SHIFTS/MO, 100 OF 157.5 SHIFTS THRU 10/31/21					
115776	11/24/2021	11/24/2021	AW	ABLE SANITATION SERVICE, INC	\$349.00	0	
	Purpose:	FIRE DEPT HOLDING TANK PUMPED					
115777	11/24/2021	11/24/2021	AW	INVESTIGATIONS INSTITUTE	\$725.00	0	
	Purpose:	FIRE INVESTIGATOR TRAIN/ACCOM, NTE					
115778	11/24/2021	11/24/2021	AW	IMAGETREND, INC.	\$12,545.00	0	
	Purpose:	FIRE INSPECTION SOFTWARE 1YR.					
115779	11/24/2021	11/24/2021	AW	BUCKEYE READY-MIX, LLC	\$379.50	0	
	Purpose:	OLLER CEMY FOUNDATION MATERIAL					
115780	11/24/2021	11/24/2021	AW	JILL DAVIS	\$233.56	0	
	Purpose:	ADMIN POSTAGE STAMPS, ADMIN POSTAGE REIMB OP&F					
115781	11/24/2021	11/24/2021	AW	GORDON FLESCH CO., INC.	\$65.76	0	
	Purpose:	ADMIN COPIER USAGE NOV-DEC21					
115782	11/24/2021	11/24/2021	AW	OHIOHEALTH EMERGENCY MEDICAL SER'	\$647.50	0	
	Purpose:	FIRE DEPT MEDICAL DIRECTOR 2021-2022					
115783	11/24/2021	11/24/2021	AW	SOUTHEASTERN EQUIPMENT CO., INC.	\$5,360.00	0	

Payment Listing

11/11/2021 to 11/24/2021

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
		Purpose: ROAD DEPT EAGER BEAVER TRAILER				
115784	11/24/2021	11/24/2021	AW	FRONTIER	\$317.62	O
		Purpose: FIRE DEPT UTILITIES				
115785	11/24/2021	11/24/2021	AW	PORTA KLEEN	\$105.00	O
		Purpose: PARK PORTABLE RESTROOM OCT21				
115786	11/24/2021	11/24/2021	AW	MADISON ENERGY COOP ASSOC INC	\$2.04	O
		Purpose: ROAD DEPT UTILITIES				
115787	11/24/2021	11/24/2021	AW	KLEEM, INC.	\$124.83	O
		Purpose: ROAD DEPT SIGNAGE				
115788	11/24/2021	11/24/2021	AW	DEL-CO WATER CO INC	\$429.28	O
		Purpose: ADMIN BLDG UTILITIES				
115789	11/24/2021	11/24/2021	AW	Ohio Public Employees Retirement System	\$8,515.56	O
		Purpose: TWP PENSION CONTRIBUTIONS OCT21				
115790	11/24/2021	11/24/2021	AW	Ohio Police & Fire Pension Fund	\$70,622.18	O
		Purpose: FIRE PENSION CONTRIBUTIONS OCT21				
115791	11/24/2021	11/24/2021	AW	MARY KOERBER	\$129.00	O
		Purpose: ROAD DEPT CLEAN SUPPLY				
115792	11/24/2021	11/24/2021	AW	THE DEXTER COMPANY	\$1,816.43	O
		Purpose: ROAD DEPT SNOW/ICE MAINT PARTS				
115793	11/24/2021	11/24/2021	AW	OFFICE CITY EXPRESS	\$103.94	O
		Purpose: ADMIN/ROAD OFFICE SUPPLY, ADMIN OFFICE SUPPLY				
115794	11/24/2021	11/24/2021	AW	MAR-ZANE, INC.	\$1,122.74	O
		Purpose: ROAD MATERIAL RUSSELL/DUFFY				
115795	11/24/2021	11/24/2021	AW	SHELLY MATERIALS, INC	\$2,166.34	O
		Purpose: MAINT BLDG PARKING LOT EXTENSION				
115796	11/24/2021	11/24/2021	AW	THE A-MAC GROUP LLC	\$287.00	O
		Purpose: PARK/ROAD RESTROOM SUPPLY				
115797	11/24/2021	11/24/2021	AW	ADVANCED INDUSTRIAL PRODUCTS	\$97.17	O
		Purpose: ROAD DEPT LOADER MAINT, ROAD DEPT LOADER MAINT, ROAD DEPT LOADER MAINT				
115798	11/24/2021	11/24/2021	AW	EQUITABLE	\$439.80	O
		Purpose: TWP VISION INSURANCE MAY-DEC				
115799	11/24/2021	11/24/2021	AW	DELTA DENTAL	\$2,619.59	O
		Purpose: TWP DENTAL INSURANCE APR-DEC				
115800	11/24/2021	11/24/2021	AW	CBIZ BENEFITS	\$113.30	O
		Purpose: HRA CLAIM REIMB PLAN				
115801	11/24/2021	11/24/2021	AW	VERIZON WIRELESS	\$389.19	O
		Purpose: FIRE DEPT UTILITIES				
Total Payments:					\$376,678.51	
Total Conversion Vouchers:					\$0.00	
Total Less Conversion Vouchers:					\$376,678.51	

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.

**BOARD OF TRUSTEES
CONCORD TOWNSHIP, DELAWARE COUNTY, OHIO**

RESOLUTION NO. 21-1124

**A RESOLUTION TO PROCEED WITH RECEIVING BIDS FOR THE
COLLECTION, TRANSFER, AND DISPOSAL OF SOLID WASTE BY AN
INDEPENDENT CONTRACTOR ACCORDING TO THE SPECIFICATIONS
PROVIDED FOR IN THE REQUEST FOR BIDS PACKAGE.**

Mr. Haney Moved the adoption of the following Resolution:

PREAMBLE

WHEREAS, the Board of Trustees of Concord Township, Delaware County, Ohio (“Board”) desires to enter into a contract with an independent contractor to collect, transfer and dispose of the solid waste produced in the township and desires to identify the lowest cost independent contractor by public bid pursuant to R.C. 505.27(A)(2)(a)(i); and,

WHEREAS, the Board has authority to enter into written contracts with independent contractors for the collection, transfer and disposal of solid waste throughout the Township pursuant to R.C. 505.27; and,

WHEREAS, the Board approves and agrees to the terms and specifications included in the attached Request for Bids package (“RFB”); and,

WHEREAS, the Board desires to proceed with the bid for the collection, transfer, and disposal of solid waste by an independent contractor according to the specifications provided in the RFB and to receive bids under the RFB specifications.

RESOLUTION

NOW THEREFORE, BE IT RESOLVED:

1. That the Board agrees to proceed with the bid for the collection, transfer, and disposal of solid waste according to the terms of the RFB specifications.
2. That, in accordance with the RFB, bids will be received in care of the Concord Township Fiscal Officer beginning Dec. 6, 2021 and ending at 8:59 am local time on Jan. 6, 2022.
3. That the Board will have the ability to review all submitted bids before making the final determination if the Township will agree to the contract for services.

Resolution No: 21-1124
Page 1 of 2

4. That the Board agrees, in accordance with this RFB, that the award of the contract will go to the lowest and best bidder.
5. All formal actions of this Board concerning and relating to the passage of this Resolution were adopted in an open meeting of the Board, and all deliberations of this Board and of any of its committees that resulted in such formal action were in meetings open to the public in compliance with all legal requirements, including R.C. § 121.22.
6. This Resolution shall be in full force and effect immediately upon adoption.

Mr. Johnson seconded the motion.

Voted on and signed this 24th day of November, 2021 in Concord Township, Delaware County, Ohio.


**BOARD OF TRUSTEES
CONCORD TOWNSHIP,
DELAWARE COUNTY, OHIO**



Jason Haney
Trustee



Joe Garrett
Trustee



Bart Johnson
Trustee

Attest:



Jill Davis, Fiscal Officer