

RECORD OF PROCEEDINGS

CONCORD TOWNSHIP BOARD OF TRUSTEES

December 9, 2020

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Held

20

Call to Order

The Concord Township Board of Trustees met in regular session on Wednesday, December 9, 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 Zoning Inspector Ric Irvine, Fire Chief Todd Cooper, and Fiscal Officer Jill Davis. Public attendance was provided via social distancing and teleconference.

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

Zoning Department

Mr. Irvine reported 12 zoning permits have been issued since the last meeting. Year-to-date the department is about 50 permits ahead compared to the last 13 years. The County also has a higher volume of permits than normal over the past 20+ years.

- A marijuana sign along US 42 is in violation and will be contacted.
- The Board of Zoning Appeals will meet next Tuesday, December 15, 2020 at the Concord Township Administrative Building to hear two cases - one on Bradenoch Road for a house to be built behind an existing barn, and one on Klondike Road for a setback variance for a home tear-down and re-build (latter case has been delayed since this spring).
- The Zoning Commission met last night to hear Metro Development's rezoning application, which was denied. Mr. Irvine mentioned to the applicant that third party inspectors may be used in the future by the township for design/landscape specs compliance.
- After next week, there will be no more zoning board meetings for 2020.
- Nuisance cases continue to be monitored: the pools and vehicles cases were sent letters from the Assistant Prosecuting Attorney on December 9, 2020, with a January 4, 2021 compliance deadline. Vehicle removals will be handled on a case-by-case basis. The Mars Hill Baptist Church nuisance property was sent a Resolution per 505.87 from the Board of Trustees. The Assistant Prosecuting Attorney was notified since the property owner and taxpayer mailing addresses does not exist.

Road Department

Trustee Garrett reported the snow equipment is ready, and the crew worked in Oller Cemetery today resetting broken stones.

- The crew also removed a couch from the Merchant Road ditch.
- Part-time/seasonal hours will begin to decrease.
- The Road Department internet will be working by the end of the year.

Fire Department

The EMS billing contract renewal from Medicount was reviewed. Chief Cooper noted there is a 0.5% commission fee increase, it is a 4-year instead of 3-year contract with auto-renew, and the Township is the only entity not using the County's EMS billing company (due to the Township starting 1.5 years prior to the County). Other items discussed included revenue and setup procedures, changing township EMS software, and Medicount's excellent service. The contract is being reviewed by the Assistant Prosecuting Attorney.

-Mr. Johnson moved and Mr. Garrett seconded to approve selling the 2008 Ford Expedition on GovDeals. Vote: Haney-yes, Garrett-yes, Johnson-yes.

- The new Captain's vehicle will be ready to pick up soon.
- A swearing-in ceremony will be held for Firefighters Hausfeld and Armstrong during the meeting on December 28, 2020.

Financial Report

Fiscal Officer Jill Davis reported that per the Cash Summary by Fund report, additional CARES Act funds were received after the County's re-distribution the end of November.

Concord Township Trustee Meeting

December 9, 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

42 Billboard

Road Department update

Old Business

New Business

Renew Medicount Billing

Fire Chief

Fiscal Officer

schedule Jan 2021 organizational meeting

schedule annual Records commission meeting

reminder no meeting in 2 weeks - final meeting is Monday, 12/28/20 9am

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 | \$1,511,906.93 | \$0.00 | \$0.00 | \$8,054,001.77 | \$735,822.68 | \$0.00 | \$0.00 | \$7,318,179.09 | \$0.00 | \$7,318,179.09 |
| 2011 | Motor Vehicle License Tax | \$19,613.08 | \$0.00 | \$16,721.41 | \$0.00 | \$0.00 | \$36,334.49 | \$10,123.09 | \$0.00 | \$0.00 | \$26,211.40 | \$0.00 | \$26,211.40 |
| 2021 | Gasoline Tax | \$94,643.56 | \$0.00 | \$169,985.52 | \$0.00 | \$0.00 | \$264,629.08 | \$131,873.21 | \$0.00 | \$0.00 | \$132,755.87 | \$0.00 | \$132,755.87 |
| 2031 | Road and Bridge | \$1,122,116.58 | \$0.00 | \$457,258.40 | \$0.00 | \$0.00 | \$1,579,374.98 | \$494,072.77 | \$0.00 | \$0.00 | \$1,085,302.21 | \$0.00 | \$1,085,302.21 |
| 2041 | Cemetery | \$11,940.39 | \$0.00 | \$12,335.20 | \$0.00 | \$0.00 | \$24,275.59 | \$13,966.39 | \$0.00 | \$0.00 | \$10,309.20 | \$0.00 | \$10,309.20 |
| 2111 | Fire District | \$836,107.27 | \$0.00 | \$3,039,305.89 | \$0.00 | \$0.00 | \$3,875,413.16 | \$2,453,285.92 | \$0.00 | \$0.00 | \$1,422,127.24 | \$0.00 | \$1,422,127.24 |
| 2231 | Permissive Motor Vehicle License Tax | \$32,098.74 | \$0.00 | \$33,888.50 | \$0.00 | \$0.00 | \$65,987.24 | \$23,333.17 | \$0.00 | \$0.00 | \$42,654.07 | \$0.00 | \$42,654.07 |
| 2272 | Coronavirus Relief Fund | \$0.00 | \$0.00 | \$480,672.22 | \$0.00 | \$0.00 | \$480,672.22 | \$438,689.28 | \$0.00 | \$0.00 | \$41,982.94 | \$0.00 | \$41,982.94 |
| | Report Total: | \$8,658,614.46 | \$0.00 | \$5,722,074.07 | \$0.00 | \$0.00 | \$14,380,688.53 | \$4,301,166.51 | \$0.00 | \$0.00 | \$10,079,522.02 | \$0.00 | \$10,079,522.02 |

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

Payment Listing
11/26/2020 to 12/9/2020

| Payment Advice # | Post Date | Transaction Date | Type | Vendor / Payee | Amount | Status | |
|------------------|------------|---|------|--|--------------|--------|--|
| 89-2020 | 12/08/2020 | 12/08/2020 | CH | HR BUTLER, LLC | \$467.67 | 0 | |
| | Purpose: | PAYROLL PROCESSING FEES 2020 | | | | | |
| 90-2020 | 12/08/2020 | 12/08/2020 | CH | HR BUTLER, LLC | \$2,900.07 | 0 | |
| | Purpose: | FIRE DEPT HOUSE FUND 120420, FIRE DEPT UNION DUES, OHIO DEFER COMP 457, SECURITY BENEFIT DEFER 457, AFLAC INSUR, POLICE & FIREMAN'S INSUR | | | | | |
| 91-2020 | 12/08/2020 | 12/08/2020 | CH | HR BUTLER, LLC | \$55,914.82 | 0 | |
| | Purpose: | PAYROLL SALARIES 120420 | | | | | |
| 92-2020 | 12/08/2020 | 12/08/2020 | CH | HR BUTLER, LLC | \$14,597.36 | 0 | |
| | Purpose: | PAYROLL TAXES WITHHELD 120420 | | | | | |
| 17305 | 12/07/2020 | 12/07/2020 | AW | OHIGRO, INC | \$115.18 | 0 | |
| | Purpose: | ROAD DEPT CLARKSHAW RD DRAINAGE PROJ | | | | | |
| 17306 | 12/07/2020 | 12/07/2020 | AW | SHELLY & SANDS, INC. | \$193,639.91 | 0 | |
| | Purpose: | 2020 DELCO ROAD IMPR PROGRAM | | | | | |
| 17307 | 12/07/2020 | 12/07/2020 | AW | TIME WARNER CABLE | \$99.99 | 0 | |
| | Purpose: | UTILITIES - ADMIN DEPT | | | | | |
| 17308 | 12/07/2020 | 12/07/2020 | AW | PORTA KLEEN | \$113.50 | 0 | |
| | Purpose: | PARK PORTABLE RESTROOM NOV20 | | | | | |
| 17309 | 12/07/2020 | 12/07/2020 | AW | AIM MEDIA MIDWEST OPERATING LLC | \$130.80 | 0 | |
| | Purpose: | ZONING DEPT LEGAL ADS | | | | | |
| 17310 | 12/07/2020 | 12/07/2020 | AW | MIATI EMBROIDERY | \$544.00 | 0 | |
| | Purpose: | ROAD DEPT UNIFORM SHIRTS/JKT | | | | | |
| 17311 | 12/07/2020 | 12/07/2020 | AW | STATE OF OHIO, UAN | \$1,074.00 | 0 | |
| | Purpose: | UAN ACCOUNTING FEES | | | | | |
| 17312 | 12/07/2020 | 12/07/2020 | AW | 50+1 PUBLIC POLICY INITIATIVES | \$1,200.00 | 0 | |
| | Purpose: | TWP GRANT WRITING CONSULTANT | | | | | |
| 17313 | 12/07/2020 | 12/07/2020 | AW | VALTECH COMMUNICATIONS | \$183.84 | 0 | |
| | Purpose: | UTILITIES - ADMIN DEPT | | | | | |
| 17314 | 12/07/2020 | 12/07/2020 | AW | TRACTOR SUPPLY CREDIT PLAN | \$80.85 | 0 | |
| | Purpose: | BLDG & SHOP SUPPLIES | | | | | |
| 17315 | 12/07/2020 | 12/07/2020 | AW | Ohio Department of Job & Family Services | \$520.00 | 0 | |
| | Purpose: | FIRE DEPT UNEMPLOYJJK | | | | | |
| 17316 | 12/07/2020 | 12/07/2020 | AW | FINLEY FIRE EQUIPMENT | \$250.00 | 0 | |
| | Purpose: | FIRE DEPT HYDRO TOOL SERVICE | | | | | |
| 17317 | 12/07/2020 | 12/07/2020 | AW | RIC IRVINE, ZONING INSPECTOR | \$40.00 | 0 | |
| | Purpose: | ZONING CELL PHONE REIMBURSEMENT | | | | | |
| 17318 | 12/07/2020 | 12/07/2020 | AW | WALGREENS PHARMACY | \$300.00 | 0 | |
| | Purpose: | TWP EE FLU SHOTS | | | | | |
| 17319 | 12/07/2020 | 12/07/2020 | AW | OFFICE CITY EXPRESS | \$36.11 | 0 | |
| | Purpose: | ADMIN SUPPLY/BATTERIES | | | | | |
| 17320 | 12/07/2020 | 12/07/2020 | AW | WASHINGTONS HARDWARE AND AUTO P/ | \$727.69 | 0 | |
| | Purpose: | FIRE/ROAD REPAIR & MAINT PARTS | | | | | |
| 17321 | 12/08/2020 | 12/08/2020 | AW | COLUMBIA GAS | \$516.61 | 0 | |
| | Purpose: | UTILITIES - FIRE DEPT | | | | | |
| 17322 | 12/08/2020 | 12/08/2020 | AW | BEEEM'S BP DIST INC | \$816.52 | 0 | |
| | Purpose: | ROAD/FIRE FUEL SUPPLY | | | | | |
| 17323 | 12/08/2020 | 12/08/2020 | AW | BOUND TREE MEDICAL, LLC | \$4.12 | 0 | |
| | Purpose: | FIRE DEPT/EMS DRUG SUPPLIES | | | | | |
| 17324 | 12/08/2020 | 12/08/2020 | AW | MIATI EMBROIDERY | \$378.99 | 0 | |
| | Purpose: | FIRE DEPT SHIRTS/PANT/JKT | | | | | |
| 17325 | 12/08/2020 | 12/08/2020 | AW | VENDER FIRE SAFETY USA | \$734.00 | 0 | |
| | Purpose: | FIRE DEPT SAFETY VEST | | | | | |
| 17326 | 12/08/2020 | 12/08/2020 | AW | BATTERIES PLUS COMMERCIAL SALES | \$141.12 | 0 | |
| | Purpose: | FIRE DEPT BATTERY SUPPLY | | | | | |
| 17327 | 12/08/2020 | 12/08/2020 | AW | MOUNT CARMEL OCCUPATIONAL HEALTH | \$1,685.00 | 0 | |
| | Purpose: | FIRE DEPT ANNUAL PHYSICALS/BLOODWORK | | | | | |
| 17328 | 12/08/2020 | 12/08/2020 | AW | TAYLOR TIRE COMPANY, LTD. | \$3,293.56 | 0 | |
| | Purpose: | FIRE DEPT M-341 REAR TIRES | | | | | |
| 17329 | 12/08/2020 | 12/08/2020 | AW | PARR PUBLIC SAFETY EQUIPMENT | \$237.26 | 0 | |
| | Purpose: | FIRE DEPT GRASS TRUCK AMBER DOMES | | | | | |
| 17330 | 12/08/2020 | 12/08/2020 | AW | BYERS FORD | \$32,313.00 | 0 | |
| | Purpose: | FIRE DEPT FORD EXPLORER/CAPT | | | | | |
| 17331 | 12/08/2020 | 12/08/2020 | AW | PICKUPS PLUS CARS | \$808.90 | 0 | |

Payment Listing
11/26/2020 to 12/9/2020

| Payment Advice # | Post Date | Transaction Date | Type | Vendor / Payee | Amount | Status |
|---------------------------------|------------|--|------|------------------------------------|--------------|--------|
| | Purpose: | FIRE DEPT MEDIC/CHIEF/CPT SEAT COVERS | | | | |
| 17332 | 12/09/2020 | 12/09/2020 | AW | BOUND TREE MEDICAL, LLC | \$159.71 | O |
| | Purpose: | FIRE DEPT/EMS DRUG SUPPLIES | | | | |
| 17333 | 12/09/2020 | 12/09/2020 | AW | O.E. MEYER CO. | \$10.40 | O |
| | Purpose: | FIRE DEPT GAS CYLINDER | | | | |
| 17334 | 12/09/2020 | 12/09/2020 | AW | ZEP SALES & SERVICE | \$1,471.96 | O |
| | Purpose: | FIRE/ADMIN SANITIZING STATIONS | | | | |
| 17335 | 12/09/2020 | 12/09/2020 | AW | GALLS, LLC | \$100.00 | O |
| | Purpose: | FIRE DEPT BOOT ALLOWANCE D.BIRD | | | | |
| 17336 | 12/09/2020 | 12/09/2020 | AW | DOUG MELVIN PHOTOGRAPHY LLC | \$425.00 | O |
| | Purpose: | FIRE DEPT PHOTOS & COMPOSITE | | | | |
| 17337 | 12/09/2020 | 12/09/2020 | AW | THOMSON WEST | \$252.00 | O |
| | Purpose: | ADMIN BALDWIN'S LOCAL GOVT LAW | | | | |
| 17338 | 12/09/2020 | 12/09/2020 | AW | MUNICIPAL EMERGENCY SVCS DEPOSIT / | \$1,087.98 | O |
| | Purpose: | FIRE DEPT THERMAL CAMERAS | | | | |
| 17339 | 12/09/2020 | 12/09/2020 | AW | PRICE FARMS ORGANICS, LTD. | \$7.00 | O |
| | Purpose: | ROAD DEPT STORM CLEANUP DEBRIS | | | | |
| 17340 | 12/09/2020 | 12/09/2020 | AW | BOUND TREE MEDICAL, LLC | \$763.27 | O |
| | Purpose: | FIRE DEPT/EMS DRUG SUPPLIES | | | | |
| 17341 | 12/09/2020 | 12/09/2020 | AW | COLTON LYBARGER | \$675.00 | O |
| | Purpose: | SPECIAL DUTY SHERIFF 15 SHIFTS/MO | | | | |
| 17342 | 12/09/2020 | 12/09/2020 | AW | JACOB CSIZMADIA | \$135.00 | O |
| | Purpose: | SPECIAL DUTY SHERIFF 15 SHIFTS/MO | | | | |
| 17343 | 12/09/2020 | 12/09/2020 | AW | MAXWELL NEWMAN | \$135.00 | O |
| | Purpose: | SPECIAL DUTY SHERIFF 15 SHIFTS/MO | | | | |
| 17344 | 12/09/2020 | 12/09/2020 | AW | DELAWARE CO. SHERIFF'S OFFICE | \$315.00 | O |
| | Purpose: | SPECIAL DUTY SHERIFF 15 SHIFTS/MO | | | | |
| 17345 | 12/09/2020 | 12/09/2020 | AW | STALKER RADAR | \$1,950.00 | O |
| | Purpose: | ROAD DEPT STALKER TRAFFIC DATA COLLECTOR | | | | |
| 17346 | 12/09/2020 | 12/09/2020 | AW | OKI, INC. | \$1,975.00 | O |
| | Purpose: | ZONING HEARING SOUND SYSTEM | | | | |
| 17347 | 12/09/2020 | 12/09/2020 | AW | DELAWARE COUNTY ENGINEER | \$8,096.00 | O |
| | Purpose: | DEL CO STORMWATER CO-PERMIT | | | | |
| 17348 | 12/09/2020 | 12/09/2020 | AW | OHIO BUREAU OF WORKERS' COMPENSA | \$46,958.00 | O |
| | Purpose: | TWP WORKERS' COMP 2021 PREMIUM | | | | |
| Total Payments: | | | | | \$378,381.19 | |
| Total Conversion Vouchers: | | | | | \$0.00 | |
| Total Less Conversion Vouchers: | | | | | \$378,381.19 | |

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.