

# RECORD OF PROCEEDINGS

## CONCORD TOWNSHIP BOARD OF TRUSTEES

Minutes of

Meeting

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

Held \_\_\_\_\_

December 28, 2022

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### Call to Order and Roll Call

The Concord Township Board of Trustees met in regular session on Wednesday, December 28, 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. Haney moved and Mr. Johnson seconded to approve the minutes of the December 14, 2022 regular meeting. Vote: Haney-yes, Garrett-abstain/absent, Johnson-yes.

### Public Input

Thirty residents attended the meeting with concerns about the drug and alcohol rehabilitation house proposed on Riverside Drive.

- Since finding out about the business around December 12, 2022, the township has consulted both county and private legal counsel. Mr. Chris Rinehart of Rinehart Legal Services reported unfortunately there was not a lot of information to provide.
- The company is new in Ohio and has filed with the Ohio Department of Mental Health for a Franklin County property, but state staff have not reviewed that application yet. Individual recovery houses do not need to be licensed in Ohio.
- The Trustees reiterated their main concern is a commercial business operating in a residential area.
- Due to the federal Americans with Disabilities Act, much research and legal advice needs completed prior to local zoning enforcement. Federal and state acts/laws take precedence over local zoning, so the township cannot do anything until more information is received. The holidays have also slowed response time.
- If a property in the township is non-compliant with the zoning code, a violation notice is sent requesting compliance within a certain number of days. If compliance is not provided after one or two notices, the case is turned over by township zoning to the Delaware County Prosecuting Attorney's office for action.
- Should the business apply for conditional use through the Board of Zoning Appeals, that could take several weeks to hear and receive a ruling. Those decisions may also be appealed. The company could also file for a complete re-zoning (4-6 months, and decision can be filed for referendum).
- If the home is ruled commercial, it would fall under inspection by the fire department and state fire code.

### New Business

Mr. Haney moved and Mr. Garrett seconded to hold the 2023 Board of Trustees meetings on the second and fourth Wednesdays each month, unless otherwise advertised, at 7:00 p.m. at the Concord Township Administrative Building, 6385 Home Road, Delaware, Ohio 43015.

### 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 \$ 8,781,548.90
- Special Revenue Funds \$ 2,903,323.61
- Total All Funds \$11,684,872.51

Mr. Haney moved and Mr. Garrett seconded to approve pending purchase orders and warrants # 177-183, 116686-116707, all totaling \$202,070.26. Vote: Haney-yes, Garrett-yes, Johnson-yes.

### Zoning Department

Mr. Ric Irvine, Zoning Inspector, reported permits were issued since the last

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CONCORD TOWNSHIP BOARD OF TRUSTEES**

Held December 28, 2022

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meeting for one addition, one house, and a residential solar application.

- A couple permits are on hold due to the fee not being paid.
- The market on Dublin Road is still undergoing changes and was approved for Brownfield grant funding.
- The Board of Zoning Appeals met on December 20 and approved a barn replacement in front of a home on Hyatts Road.
- Another storage facility may be built along US42.

**Road/Maintenance Department**

The Trustees thanked the whole road crew for a job well done during the winter storm event. Nathan Wilgus, Road Superintendent, reported the following:

- One of the International dump trucks was scanned and has a low EGR code. It will have to be taken to International soon for repair.
- The request for engineering for ramp work was received from Doug Riedel at the County Engineer's office. The department will evaluate what work will be completed in-house or by a contractor.
- The storm cleanup was successful but the trucks froze up between shifts. Future options were discussed.
- Trustee Johnson won the snow plowing date, December 23.
- Four firemen also helped snowplow to relieve road workers.

**Fire Department**

- Mr. Garrett moved and Mr. Haney seconded to approve the mutual aid contract with Washington Township for 2023. Vote: Haney-yes, Garrett-yes, Johnson-yes. Mutual aid is also utilized with other adjoining areas, although contracts are not necessary.
- Frozen water hydrants were discussed.

**Fiscal Officer/Correspondence**

- Mr. Garrett moved and Mr. Haney seconded to approve paying medical, dental, vision, and life insurance for full time employees and elected officials in 2023. Vote: Haney-yes, Garrett-yes, Johnson-yes.
- Mr. Haney moved and Mr. Garrett seconded to continue all ongoing contracts with current vendors into 2023. Vote: Haney-yes, Garrett-yes, Johnson-yes.
- It was noted the final payroll for 2022 is Friday, December 30, 2022.
- The 2023 organizational meeting was scheduled for Thursday, January 5, 2023 at 9:00am at the Concord Township Administrative Building, 6385 Home Road, Delaware, OH 43015.
- Mr. Johnson moved and Mr. Garrett seconded to approve Resolution #22-1228-1 to adopt Temporary Appropriations for 2023, to provide for the expenses during the first quarter of 2023 (see attached). Vote: Haney-yes, Garrett-yes, Johnson-yes.

**Adjournment**

With no further business, Mr. Haney moved and Mr. Garrett 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

December 28, 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

Rehab House (discuss in public input)

New Business

Fire Chief

Fiscal Officer

Adjourn

CONCORD TOWNSHIP, DELAWARE COUNTY  
**Cash Summary by Fund**  
 Year 2022

Fund #	Fund Name	Balance 1/1/2022	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 12/31/2022	Non-Pooled Balance	Pooled Balance
1000	General	\$7,748,703.79	\$135.00	\$1,850,093.84	\$0.00	\$0.00	\$9,598,932.63	\$817,383.73	\$0.00	\$0.00	\$8,781,548.90	\$0.00	\$8,781,548.90
2011	Motor Vehicle License Tax	\$25,139.22	\$0.00	\$20,464.79	\$0.00	\$0.00	\$45,604.01	\$24,091.91	\$0.00	\$0.00	\$21,512.10	\$0.00	\$21,512.10
2021	Gasoline Tax	\$118,646.56	\$0.00	\$199,678.30	\$0.00	\$0.00	\$318,324.86	\$222,954.72	\$0.00	\$0.00	\$95,370.14	\$0.00	\$95,370.14
2031	Road and Bridge	\$834,562.92	\$0.00	\$557,253.37	\$0.00	\$0.00	\$1,391,816.29	\$988,480.44	\$0.00	\$0.00	\$403,335.85	\$0.00	\$403,335.85
2041	Cemetery	\$20,993.70	\$0.00	\$18,115.40	\$0.00	\$0.00	\$39,109.10	\$10,205.37	\$0.00	\$0.00	\$28,903.73	\$0.00	\$28,903.73
2111	Fire District	\$1,041,488.72	\$4,100.00	\$3,488,520.36	\$0.00	\$0.00	\$4,534,109.08	\$3,423,967.73	\$0.00	\$0.00	\$1,110,141.35	\$0.00	\$1,110,141.35
2231	Permissive Motor Vehicle License Tr	\$46,815.12	\$0.00	\$42,601.79	\$0.00	\$0.00	\$89,416.91	\$18,789.61	\$0.00	\$0.00	\$70,627.30	\$0.00	\$70,627.30
2272	Coronavirus Relief Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2273	American Rescue Plan Act (ARP)	\$582,230.42	\$0.00	\$590,057.94	\$0.00	\$0.00	\$1,172,288.36	\$0.00	\$0.00	\$0.00	\$1,172,288.36	\$0.00	\$1,172,288.36
2901	OneOhio Opioid Settlement Fund	\$0.00	\$0.00	\$2,847.82	\$0.00	\$0.00	\$2,847.82	\$1,703.04	\$0.00	\$0.00	\$1,144.78	\$0.00	\$1,144.78
4901	TIF Dublin Strg Pub Infrast Improv	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Report Total:		\$10,418,580.45	\$4,235.00	\$6,769,633.61	\$0.00	\$0.00	\$17,192,449.06	\$5,507,576.55	\$0.00	\$0.00	\$11,684,872.51	\$0.00	\$11,684,872.51

Last reconciled to bank: 1/130/2022 – Total other adjusting factors: \$192.90

**Payment Listing**

12/15/2022 to 12/28/2022

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
177-2022	12/16/2022	12/20/2022	CH	CBIZ BENEFITS	\$142.22	0
	Purpose:	HEALTH REIMB ACCT (HRA) PLAN				
178-2022	12/16/2022	12/20/2022	CH	CBIZ BENEFITS	\$140.66	0
	Purpose:	HEALTH REIMB ACCT (HRA) PLAN				
179-2022	12/28/2022	12/28/2022	CH	HR BUTLER, LLC	\$174.91	0
	Purpose:	PAYROLL PROCESSING FEES				
180-2022	12/28/2022	12/28/2022	CH	HR BUTLER, LLC	\$3,501.49	0
	Purpose:	PAYROLL AGENCY DEDUCTIONS				
181-2022	12/28/2022	12/28/2022	CH	HR BUTLER, LLC	\$62,845.89	0
	Purpose:	PAYROLL SALARIES				
182-2022	12/28/2022	12/28/2022	CH	HR BUTLER, LLC	\$17,809.71	0
	Purpose:	PAYROLL TAXES				
183-2022	12/28/2022	12/28/2022	CH	PNC BANK	\$2,706.42	0
	Purpose:	GMAIL BUSINESS 50 USERS				
116686	12/21/2022	12/21/2022	AW	MUNICIPAL EMERGENCY SVCS DEPOSIT /	\$182.50	0
	Purpose:	FIRE DEPT COMPRESSOR SVC				
116687	12/21/2022	12/21/2022	AW	OHIOHEALTH EMERGENCY MEDICAL SER'	\$647.50	0
	Purpose:	FIRE DEPT EMS MEDICAL DIRECTOR				
116688	12/21/2022	12/21/2022	AW	WORLY PLUMBING SUPPLY, INC	\$80.73	0
	Purpose:	FIRE DEPT PLUMBING PARTS				
116689	12/21/2022	12/21/2022	AW	OFFICE CITY EXPRESS	\$9.53	0
	Purpose:	ADMIN OFFICE SUPPLY				
116690	12/21/2022	12/21/2022	AW	CHARTER COMMUNICATIONS	\$142.66	0
	Purpose:	UTILITIES - FIRE DEPT				
116691	12/21/2022	12/21/2022	AW	ORANGE TOWNSHIP	\$115.00	0
	Purpose:	FIRE DEPT M342 REPAIR FITTINGS				
116692	12/21/2022	12/21/2022	AW	WOLFRUM ROOFING & EXTERIORS LLC	\$2,500.00	0
	Purpose:	FIRE DEPT ROOF RAILS/BACK OF STATION				
116693	12/21/2022	12/21/2022	AW	MADISON ENERGY COOP ASSOC INC	\$40.01	0
	Purpose:	ROAD DEPT UTILITIES				
116694	12/21/2022	12/21/2022	AW	DEL-CO WATER CO INC	\$234.16	0
	Purpose:	UTILITIES - FIRE DEPT				
116695	12/21/2022	12/21/2022	AW	GERMAIN FORD	\$1,169.57	0
	Purpose:	FIRE DEPT M341 OIL REPAIR				
116696	12/21/2022	12/21/2022	AW	CARROT-TOP INDUSTRIES, INC.	\$671.92	0
	Purpose:	FIRE/ADMIN US FLAG SUPPLY				
116697	12/27/2022	12/27/2022	AW	HORTON EMERGENCY VEHICLES	\$1,535.87	0
	Purpose:	FIRE DEPT M341 EMERG LEAK REPAIRS				
116698	12/27/2022	12/27/2022	AW	AIM MEDIA MIDWEST OPERATING LLC	\$106.20	0
	Purpose:	ZONING LEGAL ADVERTISEMENT, ADMIN ORGANIZ LEGAL AD				
116699	12/27/2022	12/27/2022	AW	RINEHART LEGAL SERVICES, LTD.	\$2,158.82	0
	Purpose:	TWP LEGAL COUNSEL/ZONING+				
116700	12/27/2022	12/27/2022	AW	Ohio Public Employees Retirement System	\$5,949.03	0
	Purpose:	TWP PENSION CONTRIB NOV22				
116701	12/27/2022	12/27/2022	AW	NAPA AUTO PARTS	\$11.84	0
	Purpose:	FIRE/ROAD REPAIR PARTS				
116702	12/27/2022	12/27/2022	AW	PHOENIX SAFETY OUTFITTERS LLC	\$2,730.00	0
	Purpose:	FIRE DEPT LION FIRE GEAR APPR9/14				
116703	12/27/2022	12/27/2022	AW	LOWE'S COMPANIES, INC	\$18.99	0
	Purpose:	FIRE DEPT PROPANE REGULATOR				
116704	12/27/2022	12/27/2022	AW	AMERICAN ROCK SALT CO LLC	\$5,275.07	0
	Purpose:	ROAD WINTER ROCK SALT				
116705	12/27/2022	12/27/2022	AW	Ohio Police & Fire Pension Fund	\$90,945.28	0
	Purpose:	FIRE DEPT PENSION CONTRIB NOV22				
116706	12/28/2022	12/28/2022	AW	VALTECH COMMUNICATIONS	\$184.00	0
	Purpose:	UTILITIES - ADMIN				
116707	12/28/2022	12/28/2022	AW	GORDON FLESCH CO., INC.	\$40.28	0
	Purpose:	ADMIN COPIER USAGE DEC22				

Total Payments:	\$202,070.26
Total Conversion Vouchers:	\$0.00
Total Less Conversion Vouchers:	\$202,070.26

**TOWNSHIP TEMPORARY APPROPRIATION RESOLUTION No. 22-1228-1**

The Board of Trustees of Concord Township, Delaware County, Ohio, met in regular session on Mr. Dec. 28, 2022 at the Concord Township Administrative Building with the following members present:

Bart Johnson  
Joe Garrett  
Jason Haney

Mr. Johnson moved the adoption of the following Resolution:

*BE IT RESOLVED* by the Board of Trustees of Concord Township, Delaware County, Ohio that to provide for the current expenses and other expenditures of said Board of Trustees, during the first quarter, January 1-March 31, 2023, the following sums be, and the same are hereby set aside and appropriated, for the several purposes for which expenditures are to be made for and during said first quarter, as follows:

1000 GENERAL FUND	TEMPORARY APPROPRIATION	RECAPITULATION OF FUNDS
<b>That there be appropriated from the General Fund for Administrative Purposes:</b>		
1000-110-111 SALARY - TRUSTEES	25,519.20	
1000-110-121 SALARY - FISCAL OFFICER	11,653.95	
1000-110-122 SALARY - FISCAL OFFICER STAFF	3,500.00	
1000-110-131 SALARY - ADMINISTRATOR	0.00	
1000-110-211 OPERS - ER RETIREMENT CONTRIBUTION	19,600.00	
1000-110-212 SOCIAL SECURITY	3,500.00	
1000-110-220 INSURANCE +HRA@30%	72,528.40	
1000-110-230 WORKERS' COMPENSATION	3,500.00	
1000-110-311 LEGAL COUNSEL	21,000.00	
1000-110-312 AUDIT SERVICES	2,100.00	
1000-110-313 UNIFORM ACCOUNTING (UAN) FEES	1,503.60	
1000-110-314 TAX COLLECTION FEES (CO.AUD.,DEL.LAND)	21,700.00	
1000-110-315 ELECTION EXPENSE (CO.)	2,800.00	
1000-110-330 TRAVEL & MEETING EXPENSE	350.00	
1000-110-340 COMMUNICATIONS, PRINTING, ADV	1,400.00	
1000-110-360 CONTRACTUAL SERVICES	122,783.03	
1000-110-370 GENERAL HEALTH DISTRICT	7,000.00	
1000-110-380 INSURANCE - LIABILITY	22,050.00	
1000-110-400 SUPPLIES & MATERIALS	3,500.00	
1000-110-519 ASSESSMENTS, DUES, FEES	1,853.60	
1000-110-590 OTHER EXPENSES	802,714.72	
1000-110-740 EQUIPMENT - ADMINISTRATION	3,500.00	
Total Miscellaneous Purposes:	1,154,056.50	1,154,056.50

**That there be appropriated from the General Fund for Town Halls, Memorial Buildings & Grounds Purposes:**

1000-120-190 SALARIES	2,625.00	
1000-120-323 REPAIRS & MAINTENANCE	17,500.00	
1000-120-350 UTILITIES	4,900.00	
1000-120-400 SUPPLIES & MATERIALS	10,500.00	
1000-120-500 OTHER	7,000.00	
1000-120-720 NEW BUILDINGS	0.00	
1000-120-730 IMPROVEMENT OF SITES	35,000.00	
1000-120-740 MACHINERY, EQUIPMENT, FURN	8,750.00	
Total Town Hall Purposes:	86,275.00	86,275.00

**That there be appropriated from the General Fund for Zoning Purposes:**

1000-130-150 SALARIES - BOARD MEMBERS	5,600.00	
1000-130-190 SALARIES - STAFF	21,000.00	
1000-130-340 COMMUNICATIONS, PRINTING, ADV	1,225.00	
1000-130-360 CONTRACTED SERVICES	2,450.00	
1000-130-400 SUPPLIES & MATERIALS	1,225.00	
Total Zoning Purposes:	31,500.00	31,500.00

**That there be appropriated from the General Fund for Police Protection Purposes:**

1000-210-370 CONTRACTS / PMT TO ANO.POL.SUBDIV.  
Total Police Protection Purposes:

17,500.00  
17,500.00  
**17,500.00**

**That there be appropriated from the General Fund for Cemetery Purposes:**

1000-410-500 BURIAL EXPENSES  
Total General Cemetery Purposes:

700.00  
700.00  
**700.00**

**That there be appropriated from the General Fund for Parks and Recreation Purposes:**

1000-610-190 SALARIES  
1000-610-323 REPAIRS & MAINTENANCE  
1000-610-350 UTILITIES  
1000-610-400 SUPPLIES & MATERIALS  
1000-610-500 OTHER EXPENSES  
1000-610-720 NEW BUILDINGS  
1000-610-730 IMPROVEMENT OF SITES  
1000-610-740 MACHINERY, EQUIPMENT, FURN  
Total Parks and Recreation Purposes:

15,750.00  
17,500.00  
1,750.00  
14,000.00  
8,750.00  
26,250.00  
70,000.00  
10,500.00  
164,500.00  
**164,500.00**

**That there be appropriated from the General Fund for Contingency Purposes:**

1000-930-930 CONTINGENCY ACCOUNT - EMERG.  
Total General Contingency Purposes:

525,000.00  
525,000.00  
**525,000.00**

**Total General Fund:**

**1,979,531.50**

### 2011 MOTOR VEHICLE LICENSE TAX FUND

**That there be appropriated from the Motor Vehicle License Tax Fund:**

2011-330-323 REPAIRS & MAINTENANCE  
2011-330-400 SUPPLIES & MATERIALS  
2011-330-700 MACHINERY, EQUIPMENT, FURN  
Total Motor Vehicle License Tax Fund:

1,575.00  
6,300.00  
0.00  
7,875.00  
**7,875.00**

### 2021 GASOLINE TAX FUND

**That there be appropriated from the Gasoline Tax Fund:**

2021-330-190 SALARIES  
2021-330-323 REPAIRS & MAINTENANCE  
2021-330-400 SUPPLIES & MATERIALS  
2021-330-500 OTHER EXPENSES  
2021-330-700 MACHINERY, EQUIPMENT, FURN  
Total Gasoline Tax Fund:

33,425.00  
8,750.00  
24,500.00  
3,500.00  
0.00  
70,175.00  
**70,175.00**

### 2031 ROAD DISTRICT FUND

**That there be appropriated from the Road District Fund:**

2031-330-190 SALARIES  
2031-330-323 REPAIRS & MAINTENANCE  
2031-330-350 UTILITIES  
2031-330-360 CONTRACTS  
2031-330-370 CONTRACTS/ PMT TO ANO.POL.SUBDIV.  
2031-330-400 SUPPLIES & MATERIALS  
2031-330-500 OTHER EXPENSES  
2031-330-740 MACHINERY, EQUIPMENT, FURN  
Total Road District Fund:

17,500.00  
17,500.00  
2,450.00  
157,500.00  
5,250.00  
14,000.00  
7,000.00  
17,500.00  
238,700.00  
**238,700.00**

### 2041 CEMETERY FUND

**That there be appropriated from the Cemetery Fund:**

2041-410-190 SALARIES  
2041-410-323 REPAIRS & MAINTENANCE

2,975.00  
1,750.00

2041-410-400 SUPPLIES & MATERIALS  
2041-410-500 OTHER EXPENSES

1,750.00  
1,060.00  
7,525.00

Total Cemetery Fund:

7,525.00

**2111 FIRE DISTRICT FUND**

That there be appropriated from the Fire District Fund:

2111-220-190 SALARIES  
2111-220-212 SOCIAL SECURITY  
2111-220-214 ASSESSMENTS & CONTRIBUTIONS  
2111-220-215 POLICE & FIRE ER PENSIONS  
2111-220-220 INSURANCE ALL + HRA@30%  
2111-220-230 WORKERS' COMPENSATION  
2111-220-318 TRAINING  
2111-220-323 REPAIRS & MAINTENANCE  
2111-220-350 UTILITIES  
2111-220-400 SUPPLIES & MATERIALS  
2111-220-500 OTHER EXPENSES  
2111-220-740 MACHINERY, EQUIPMENT, FURN

787,500.00  
16,800.00  
175.00  
152,250.00  
157,850.00  
14,350.00  
27,300.00  
11,900.00  
26,250.00  
17,500.00  
26,250.00  
1,238,125.00

Total Fire District Fund:

1,238,125.00

**2231 PERMISSIVE MOTOR VEHICLE LICENSE TAX FUND**

That there be appropriated from the Permissive Motor Vehicle License Tax Fund:

2231-330-400 SUPPLIES AND MATERIALS  
2231-330-500 OTHER EXPENSES  
2231-330-740 TOOLS AND EQUIPMENT

12,950.00  
7,000.00  
1,750.00  
21,700.00

Total Permissive MVL Tax Fund:

21,700.00

**2901 ONE OHIO OPIOID SETTLEMENT FUND**

That there be appropriated from the One Ohio Opioid Settlement Fund:

2901-990-990 OTHER EXPENSES

Total One Ohio Opioid Settlement Fund: 0.00

**GRAND TOTAL OF ALL FUNDS:**

3,563,631.50

M. Garrett seconded the Resolution, and the roll being called upon its adoption,  
the vote resulted as follows.

Mrs. \_\_\_\_\_ Y  
Mrs. \_\_\_\_\_ Y  
Mrs. \_\_\_\_\_ Y  
Adopted \_\_\_\_\_  
\_\_\_\_\_ Fiscal Officer

The STATE OF OHIO, DELAWARE COUNTY, ss:

I, Jill Davis, Fiscal Officer of the Board of Trustees of Concord Township, Delaware County, Ohio, and in whose custody the Files, Journals and Records of said Board are required be the Laws of the State of Ohio to be kept, do hereby certify that the foregoing Annual Appropriation Resolution is taken and copied from the original Resolution now on file with said Board, that the foregoing Resolution has been compared by me with the said original and that the same is a true and correct copy thereof.

WITNESS my signature, this 28th day of December, 20 22.

Jill Davis  
Fiscal Officer