

RECORD OF PROCEEDINGS

CONCORD TOWNSHIP BOARD OF TRUSTEES

Held February 10, 2021

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Call to Order

The Concord Township Board of Trustees met in regular session on Wednesday, February 10, 2021 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 and Fire Chief Todd Cooper. Trustee Johnson, who joined via teleconference, turned the meeting over to Vice Chairman Joe Garrett.

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. Johnson seconded to suspend the rules and practices for the sole purpose to permit Trustee Joe Garrett to approve the minutes of the January 20, 2021 special meeting. Vote: Haney-yes, Garrett-yes, Johnson-yes.

Mr. Garrett moved to approve the minutes from the January 20, 2021 meeting. Vote: Garrett-yes.

Financials

Vice Chairman Garrett 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	\$7,459,256.43
-Special Revenue Funds	\$2,524,866.44
-Total All Funds	\$9,984,122.87

Therefore, Mr. Haney moved and Mr. Johnson seconded to approve pending purchase orders, warrants, and vouchers #8-12, 17443-17470, all totaling \$98,976.67. Vote: Haney-yes, Garrett-yes, Johnson-abstain.

Zoning Department

Mr. Garrett reported five new permits were received for February, and a Board of Zoning Appeals case is coming up soon.

Road Department

Mr. Garrett reported all is well at the Road Department, and road salt is being kept full, with another 100 tons ordered today. Two back tires will be ordered for the backhoe soon. Purchasing guidelines were discussed. The radar unit was received and is gathering data.

Old Business

An updated road improvement estimate was received from the Delaware County Engineer's office. Mr. Johnson moved and Mr. Haney seconded to approve the updated 2021 township road improvement estimate in the amount of \$475,970. Vote: Haney-yes, Garrett-yes, Johnson-yes.

New Business

Scott Belcastro of Trebel LLC discussed the electric aggregation bid results for the AEP portion of the township. The current contract with Energy Harbor (\$0.0489) ends in May. Five suppliers bid on the program with 12-36 month ranges in terms. Rates were up some due to weather and change in administration, and AEP rates are also to increase in spring. After discussion about market and bidder volatility, Mr. Johnson moved and Mr. Haney seconded to approve the electric aggregation bid from Dynegy LLC, for the AEP portion of the township, at a fixed rate of \$0.04928/kWh for residential and small commercial customers, for a 36 month term, with no early termination penalty. Vote: Haney-yes, Garrett-abstain, Johnson-yes. In the future, natural gas could be added to the aggregation program.

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Mr. Johnson reported that speed radar data is being sent to the Sheriff's office and Delaware County Engineer's office to identify speed problem areas.

Fire Department

Chief Cooper presented information on fitness training for the fire department by a group that was previously with Mount Carmel. Schedule and costs, and pros and cons, of the training were discussed. Approved for one month trial.

Silco will be installing two cell units at the township building to replace the land line for the alarm system monitoring. Then all departments (fire, road, and admin) will be on the same schedule and company for alarm system, equipment annual testing, and monitoring.

It was noted the Fire Department inventory was turned in to Fiscal Officer Jill Davis.

Two firefighters, Micah Werling and Keith Ernsberger, received training to administer Covid vaccinations. Delaware County teachers and school staff received 4,000 Covid vaccinations at a mass event this week.

Fiscal Officer / Other Business

Formfire employee data for the health insurance renewal has been completed by 15 of 25 people.

Mr. Garrett moved and Mr. Haney seconded to certify the annual road mileage for Concord Township as of December 31, 2020 at 48,480 miles of public roads. Vote: Haney-yes, Garrett-yes, Johnson-yes.

No action on ADA curb ramps until the county's 2021 material bids are received.

Medicount's 2020 annual report was received for township EMS billing results. EMS transports and gross billing charges increased about 35% over 2019, but net revenue received was slightly lower than 2019, due mainly to changes in Medicare payments. Net collected revenue dropped from 88% to 65%.

A new feature is available in February for the UAN financial software that would send an email to clients/Board of Trustees if the entity's Fiscal Officer has not posted a bank reconciliation in the UAN in approximately 60 days. The Auditor of State strongly recommends the Board choose to opt-in to this feature, for assurance the accounting ledgers are reconciled to the banking accounts for accurate financial reporting, and to help mitigate some risk associated with fraud and fiscal distress. Mr. Garrett moved and Mr. Haney seconded to opt-in to the UAN's direct communication feature, and authorize this feature be activated within eServices by the Fiscal Officer. 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

February 10, 2021

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

Road Department update

Old Business

Sign Road Improvement Proposal from County bid

New Business

Fire Chief

Fiscal Officer

Adjourn

Cash Summary by Fund

Year 2021

Fund #	Fund Name	Fund Balance 1/1/2021	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 12/31/2021	Non-Pooled Balance	Pooled Balance
1000	General	\$7,442,526.64	\$0.00	\$65,131.84	\$0.00	\$0.00	\$7,507,658.48	\$48,402.05	\$0.00	\$0.00	\$7,459,256.43	\$0.00	\$7,459,256.43
2011	Motor Vehicle License Tax	\$27,634.27	\$0.00	\$1,328.05	\$0.00	\$0.00	\$28,962.32	\$1,749.44	\$0.00	\$0.00	\$27,212.88	\$0.00	\$27,212.88
2021	Gasoline Tax	\$147,076.11	\$0.00	\$14,765.71	\$0.00	\$0.00	\$161,841.82	\$38,431.79	\$0.00	\$0.00	\$123,410.03	\$0.00	\$123,410.03
2031	Road and Bridge	\$1,085,164.07	\$0.00	\$0.00	\$0.00	\$0.00	\$1,085,164.07	\$2,468.52	\$0.00	\$0.00	\$1,082,695.55	\$0.00	\$1,082,695.55
2041	Cemetery	\$10,474.41	\$0.00	\$0.00	\$0.00	\$0.00	\$10,474.41	\$0.00	\$0.00	\$0.00	\$10,474.41	\$0.00	\$10,474.41
2111	Fire District	\$1,437,563.82	\$0.00	\$21,707.24	\$0.00	\$0.00	\$1,459,271.06	\$225,472.28	\$0.00	\$0.00	\$1,233,798.78	\$0.00	\$1,233,798.78
2231	Permissive Motor Vehicle License Te	\$45,219.97	\$0.00	\$2,810.07	\$0.00	\$0.00	\$48,030.04	\$755.25	\$0.00	\$0.00	\$47,274.79	\$0.00	\$47,274.79
	Report Total	\$10,195,659.29	\$0.00	\$105,742.91	\$0.00	\$0.00	\$10,301,402.20	\$317,279.33	\$0.00	\$0.00	\$9,984,122.87	\$0.00	\$9,984,122.87

Last reconciled to bank: 12/31/2020 – Total other adjusting factors: \$0.00

Payment Listing
1/28/2021 to 2/10/2021

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
8-2021	01/29/2021	01/29/2021	CH	HR BUTLER, LLC	\$158.01	0
	Purpose: PAYROLL PROCESSING FEES 2021					
9-2021	01/29/2021	01/29/2021	CH	HR BUTLER, LLC	\$2,738.07	0
	Purpose: FIRE DEPT UNION DUES, OHIO DEFER COMP 457, SECURITY BENEFIT 457, AFLAC INSUR, POLICE & FIREMAN'S INSUR					
10-2021	01/29/2021	01/29/2021	CH	HR BUTLER, LLC	\$52,506.99	0
	Purpose: PAYROLL SALARIES 012921					
11-2021	01/29/2021	01/29/2021	CH	HR BUTLER, LLC	\$11,232.71	0
	Purpose: PAYROLL TAXES WITHHELD 012921					
12-2021	02/01/2021	02/01/2021	CH	Ohio Bureau of Workers Compensation	\$3,597.00	0
	Purpose: WORK COMP TRUE-UP PREMIUM PMT					
17443	02/09/2021	02/09/2021	AW	THE A-MAC GROUP LLC	\$208.50	0
	Purpose: ROAD DEPT SHOP SUPPLIES					
17444	02/09/2021	02/09/2021	AW	HIGGINS & ASSOCIATES	\$160.00	0
	Purpose: MEETING REPORTER, TRUSTEES HEARING					
17445	02/09/2021	02/09/2021	AW	RADARSIGN, LLC	\$995.00	0
	Purpose: RADAR SIGN REFURB/REPAIR					
17446	02/09/2021	02/09/2021	AW	TIME WARNER CABLE	\$99.99	0
	Purpose: UTILITIES - ADMIN DEPT					
17447	02/09/2021	02/09/2021	AW	FRONTIER	\$329.28	0
	Purpose: UTILITIES - FIRE DEPT					
17448	02/09/2021	02/09/2021	AW	VERATHON MEDICAL	\$6,170.00	0
	Purpose: FIRE DEPT GLIDESCOPE KITS					
17449	02/09/2021	02/09/2021	AW	BOUND TREE MEDICAL, LLC	\$213.26	0
	Purpose: FIRE DEPT/EMS DRUG SUPPLIES					
17450	02/09/2021	02/09/2021	AW	MIATI EMBROIDERY	\$176.99	0
	Purpose: FIRE DEPT LINER & SHIRT					
17451	02/09/2021	02/09/2021	AW	SSECO SOLUTIONS INC	\$1,043.75	0
	Purpose: FIRE DEPT HOLDING TANK REPAIR					
17452	02/09/2021	02/09/2021	AW	CARGILL, INC	\$11,696.14	0
	Purpose: 2020-2021 ROAD SALT CONTRACT					
17453	02/09/2021	02/09/2021	AW	TAYLOR TIRE COMPANY, LTD.	\$49.00	0
	Purpose: ROAD DEPT 01INT TIRE BOOT REPAIR					
17454	02/09/2021	02/09/2021	AW	COLUMBIA GAS	\$828.10	0
	Purpose: UTILITIES - FIRE DEPT					
17455	02/09/2021	02/09/2021	AW	HANDTEVY	\$2,505.50	0
	Purpose: FIRE DEPT HANDTEVY GUIDE SETS					
17456	02/09/2021	02/09/2021	AW	ABLE SANITATION SERVICE, INC	\$650.00	0
	Purpose: FIRE DEPT HOLD TANK PUMP FEES					
17457	02/09/2021	02/09/2021	AW	TRACTOR SUPPLY CREDIT PLAN	\$401.82	0
	Purpose: PARK TRAILER PARTS/REPAIR					
17458	02/09/2021	02/09/2021	AW	MATHESON TRI-GAS INC	\$268.30	0
	Purpose: ROAD DEPT GAS CYLINDER SUPPLY					
17459	02/09/2021	02/09/2021	AW	SOUTHEASTERN EQUIPMENT CO., INC.	\$685.34	0
	Purpose: ROAD DEPT LOADER PARKING BRAKE REPAIR					
17460	02/09/2021	02/09/2021	AW	RIC IRVINE, ZONING INSPECTOR	\$40.00	0

Payment Listing
1/28/2021 to 2/10/2021

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
	Purpose: ZONING CELL PHONE REIMBURSEMENT					
17461	02/09/2021	02/09/2021	AW	BATTERIES PLUS COMMERCIAL SALES	\$211.68	O
	Purpose: FIRE DEPT BATTERY SUPPLIES					
17462	02/09/2021	02/09/2021	AW	WASHINGTONS HARDWARE AND AUTO P/	\$80.60	O
	Purpose: ROAD & PARK PARTS/SUPPLIES					
17463	02/09/2021	02/09/2021	AW	EVOLUTION AG	\$456.56	O
	Purpose: ROAD DEPT CASE100 REPAIR PARTS					
17464	02/09/2021	02/09/2021	AW	THE DEXTER COMPANY	\$439.04	O
	Purpose: ROAD DEPT TRUCK/SALT REPAIR PARTS					
17465	02/10/2021	02/10/2021	AW	OFFICE CITY EXPRESS	\$315.04	O
	Purpose: TWP OFFICE SUPPLIES, TWP OFFICE SUPPLIES, TWP OFFICE SUPPLIES, TWP OFFICE SUPPLIES					
17466	02/10/2021	02/10/2021	AW	DELAWARE CO. SHERIFF'S OFFICE	\$180.00	O
	Purpose: SPECIAL DUTY SHERIFF 15 SHIFTS/MO, 100 OF 157.5 SHIFTS THRU 10/31/21					
17467	02/10/2021	02/10/2021	AW	JACOB CSIZMADIA	\$135.00	O
	Purpose: SPECIAL DUTY SHERIFF 15 SHIFTS/MO, 100 OF 157.5 SHIFTS THRU 10/31/21					
17468	02/10/2021	02/10/2021	AW	COLTON LYBARGER	\$135.00	O
	Purpose: SPECIAL DUTY SHERIFF 15 SHIFTS/MO, 100 OF 157.5 SHIFTS THRU 10/31/21					
17469	02/10/2021	02/10/2021	AW	MAXWELL NEWMAN	\$135.00	O
	Purpose: SPECIAL DUTY SHERIFF 15 SHIFTS/MO, 100 OF 157.5 SHIFTS THRU 10/31/21					
17470	02/10/2021	02/10/2021	AW	AARON KAMERER	\$135.00	O
	Purpose: SPECIAL DUTY SHERIFF 15 SHIFTS/MO, 100 OF 157.5 SHIFTS THRU 10/31/21					
Total Payments:					\$98,976.67	
Total Conversion Vouchers:					\$0.00	
Total Less Conversion Vouchers:					\$98,976.67	

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.