

# RECORD OF PROCEEDINGS

## CONCORD TOWNSHIP BOARD OF TRUSTEES

Minutes of

Meeting

GOVERNMENT FORMS & SUPPLIES 844-254-3338 FORM NO. 10148

February 26, 2020

Held \_\_\_\_\_

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### Call to Order

The Concord Township Board of Trustees met in regular session on Wednesday, February 26, 2020 at 7:00 p.m. at the Concord Township Administrative Building, 6385 Home Road, Delaware, Ohio 43015. Vice Chairman Joe Garrett called the meeting to order and the roll was called. In attendance were Trustees Joe Garrett and Jason Haney. Other staff included Fiscal Officer Jill Davis, Fire Chief Todd Cooper, and Zoning Inspector Ric Irvine.

### Public Input

Lori Kannally from the Delaware General Health District shared the following:  
1-Results of the Delaware County Youth Risk Behavior Study will be released on March 30, 2020 from 9:00-11:00am at the Delaware Area Career Center. The study includes 6th to 12th graders self-reported behaviors.  
2-Reminder that it is not too late to get flu shots.

3-The department continues to monitor the new corona virus outbreak. Additional information is online for first responders. There are NO positive confirmed cases in Ohio; one person is under testing. The online site for World Health Organization has daily updated situation reports that most national and state organizations use.

### Fiscal Officer Report

*Mr. Haney moved and Mr. Garrett seconded to approve the minutes of the previous meeting, February 12, 2020 with minor changes. Vote: Haney-yes, Garrett-yes.*

Mr. Garrett certified Fiscal Officer Jill Davis provided current financial reports for the Township, and there is money available to pay the bills. The current Cash Summary by Fund shows the following cash balances:

General Fund:	\$6,532,912.43
Special Revenue Funds:	\$1,668,228.52
Total All Funds:	\$8,201,140.95

*Mr. Haney moved and Mr. Garrett seconded to approve pending purchase orders, vouchers, and warrants #2041-2047, 16589-16620, all totaling \$184,152.75. Vote: Haney-yes, Garrett-yes.*

### Road/Maintenance Department

Supervisor Joe Holloway discussed the following:

1-Plugged driveway culverts and lack of drainage are causing issues and complaints in a few areas of the township, including some on Bunty Station Road, Cook Road, and Maynard Road. The culverts need cleaned first, and homeowners may need to pay to have their drive culvert replaced. Mr. Holloway will obtain driveway culvert repair costs depending on type of driveway (stone/concrete/asphalt). If homeowners will not replace culvert pipes, open ditches may be another option to keep drainage water flowing. The township may send out letters in the future to homeowners detailing drainage complaints, inspections completed, and repairs required. Costs will be obtained.

2-*Mr. Haney moved and Mr. Garrett seconded to raise Richard Kuhn's wage base through temporary agency by 2% plus CDL bonus, same as rest of road department, retroactive to January 1, 2020. Vote: Haney-yes, Garrett-yes.*

3-*Replacement of Ford Ranger by a new F150 pickup was discussed. Since it would not come in dark green, re-painting or wrapping was considered. Pricing from the State and City of Columbus bids will be obtained for next meeting.*

4-*Updated bid pricing is also needed for a utility vehicle and blade.*

5-*Mr. Holloway met with Sheriff's detective regarding trash dumping case from last summer in Lucy Depp area. A property owner was deceased, a contractor was hired to clean out the property, the contractor subcontracted with a couple guys, and the contents was dumped and found in Lucy Depp on township right-of-way. The township required labor, equipment, and dump fees for clean-up. Mr. Garrett moved and Mr. Haney seconded to press charges in the case, and to appoint Mr. Haney to sign documentation required for the case. Vote: Haney-yes, Garrett-yes.*

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- 6-Mr. Holloway noted his foot is healing and does not have to wear boot now.
- 7-Mr. Haney inquired about use of township trucks, and not using personal vehicles for township work when trucks are available.
- 8-It was reported about 20+ mailboxes were repaired by the township after the snow event, majority along Duffy Road.

### Zoning Department

- 1-Zoning Inspector Ric Irvine reported building is picking up - permits for February include 11 houses, plus a few accessory structures.
- 2-Assistant Prosecutor Penkal continues to work on the Fields property case.
- 3-Application fee and plat was received for the shed at the Highlands Drive.
- 4-The Board of Zoning Appeals will hear a variance case on March 3 for a 12-lot property on Myrna Drive, nearly 1.5 acres.
- 5-Application for Concord Highlands development was received from Metro Development and Zoning Commission is being scheduled. There has already been a previously-approved development under the same name. Clarification is needed.

### Fire Department

Fire Chief Todd Cooper reported the following:

- 1-An email was sent to Regional Planning about the turn-around area at the end of Brust Drive. The area will have public access for safety and truck turn-around, and will have to be kept open by the developer.
- 2-Mr. Garrett moved and Mr. Haney seconded to sell surplus fire department inventory on GovDeals. *Vote: Haney-yes, Garrett-yes.*
- 3-Mr. Garrett moved and Mr. Haney seconded to approve donating 1100 feet of 5" fire hose (15+ yrs old) to another fire department at Chief Cooper's discretion. *Vote: Haney-yes, Garrett-yes.*
- 4-Fire department has four employees eligible for the Lower Scioto task force for water rescue through State of Ohio. *Mr. Haney moved and Mr. Garrett seconded to approve the intragovernmental contract between Ohio Department of Public Safety and Concord Township Fire Department, for task force water rescue assistance, and appoint Chief Cooper to sign. Vote: Haney-yes, Garrett-yes.*
- 5-House fire call was received last week on Klondike Road, and was confined to basement.

### Other Business/Correspondence

- 1-The Board of Trustees was copied on correspondence from the Delaware General Health District regarding a home sewage treatment issue in Lucy Depp area. Deadlines for compliance were given.
- 2-A report from CBIZ was received showing 28.2% of HRA utilized during 2019.
- 3-After much discussion about demand, Mr. Haney moved and Mr. Garrett seconded to only allow residents of Concord Township to reserve/rent the township building, effective immediately. *Non-residents who have already reserved will remain. Vote: Haney-yes, Garrett-yes.*
- 4-Mr. Garrett moved and Mr. Haney seconded to adopt a Resolution #022620-1 providing for the acceptance of the Evans Farm Joint Economic Development District (JEDD) contract in its present form, and for a public hearing on the contract to be held at 9:00 am on April 2, 2020 at the Concord Township Administrative Building, 6385 Home Road, Delaware, Ohio. *The Fiscal Officer is requested to publish the notice in the Delaware Gazette and township website no less than 30 days prior to the hearing. Vote: Haney-yes, Garrett-yes. All JEDD documents will be available for public viewing at the Concord Township Administrative Building for 30 days prior to the hearing during the days/hours Monday-Thursdays 8:00am-2:00pm.*
- 5-Delaware County EMA emergency operations plans were forwarded to the fire chief and trustees via email.
- 6-Multiple projects quotes were reviewed for relevancy and/or continuation.
- 7-Mr. Haney will be meeting roofing contractors for estimates to repair the township lobby leaks.



Concord Township Trustee Meeting

February 26, 2020

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

Move to press charges on the illegal trash dumping

New Business

Fire Chief

Fiscal Officer

Adjourn

**THE DELAWARE COUNTY  
YOUTH RISK BEHAVIOR SURVEY**

**RESULTS  
ARE IN!**

**COMMUNITY DATA RELEASE EVENT  
HOSTED BY**



**MARCH 30, 2020 | 9-11AM**  
4565 COLUMBUS PIKE  
DELAWARE, OH 43015  
THE FORUM - ROOM 1501

COMMISSIONED BY THE DELAWARE GENERAL HEALTH DISTRICT FOR  
THE PARTNERSHIP FOR A HEALTHY DELAWARE COUNTY



**FOR MORE INFORMATION CONTACT**

KELSEY KUHLMAN | [KKUHLMAN@DELAWAREHEALTH.ORG](mailto:KKUHLMAN@DELAWAREHEALTH.ORG) | (740) 368-1700



**Delaware General Health District**

*Dedicated to Your Health*

## **Novel coronavirus (COVID-2019)**

### **WHAT IS COVID-2019?**

An outbreak of COVID-2019 (COVID-19) started in Wuhan City, Hubei Province, China in December 2019. COVID-19 is part of a large family of coronaviruses, some of which cause illness in people and others that circulate among animals. Rarely, animal coronaviruses can evolve and infect people and then spread between people. This happened with severe acute respiratory syndrome (SARS) in 2003 and Middle East respiratory syndrome (MERS) in 2014, and now COVID-19. These viruses may cause mild to severe respiratory illnesses with symptoms of fever, cough and shortness of breath. Other early symptoms include chills, body aches, sore throat, headache, diarrhea, nausea/vomiting and runny nose.

### **HOW IS OHIO TRACKING COVID-19?**

Ohio's public health system includes a team of state experts, local health departments and local partners that perform daily monitoring of reportable diseases, including COVID-19. The Health District is closely monitoring the COVID-19 situation in lockstep with the Ohio Department of Health and the Centers for Disease Control and Prevention and is ready to respond if a case is reported in Delaware County.

### **WHAT HAPPENS IF A CASE IS REPORTED?**

- A case or suspected case of COVID-19 is reported to a local health department.
- ODH reports to the CDC and, if indicated, patient specimens will be collected and shipped.
- Currently, testing for this virus must take place at CDC.
- Local, state and federal partners will work together to investigate reports of COVID-19 in order to identify cases and prevent the spread of infection.

### **WHAT CAN YOU DO TO LIMIT RISK?**

If you suspect you may have been exposed to COVID-19 because you have traveled to China or have been around people who may have been exposed and/or are exhibiting symptoms, contact your healthcare provider and let them know you may have been exposed to COVID-19 before visiting the healthcare facility. This will help the healthcare provider's office take precautionary steps to keep other people from being exposed.

Just as with influenza and other illnesses, it's critical to protect yourself by following these recommended tips:

- Practice good hand hygiene by frequently washing hands with soap and water for at least 20 seconds.
- Cover your coughs and sneezes.
- Don't go to work or school when you feel ill. Stay home and rest.
- Avoid exposure to others who are sick.
- Avoid touching your eyes, nose, and mouth with unwashed hands.

\*On Feb. 11, 2020 the World Health Organization announced an official name for the disease that is causing the current outbreak of coronavirus disease, COVID-19.

**For more information visit: [delawarehealth.org/health-alerts](https://delawarehealth.org/health-alerts) or [cdc.gov/coronavirus/2019-ncov/about/prevention-treatment.html](https://cdc.gov/coronavirus/2019-ncov/about/prevention-treatment.html)**

**Updated 2/18/20**

CASH SUMMARY BY FUND  
Concord Township [2020]

Date: 02/26/20

FUND	Starting Balance 01/01/20	Total Receipts	Transfers In (MEMO ONLY)	Advances In (MEMO ONLY)	Total Receipts and Balances	Expenditures	Transfers Out (MEMO ONLY)	Advances Out (MEMO ONLY)	Ending Balance YTD
01 -GENERAL	6542094.84	83930.53	0.00	0.00	6626025.37	93112.94	0.00	0.00	6532912.43
02 -MOTOR VEHICLE LICENSE TAX	19613.08	3011.24	0.00	0.00	22624.32	0.00	0.00	0.00	22624.32
03 -GASOLINE TAX	94643.56	32252.82	0.00	0.00	126896.38	33132.02	0.00	0.00	93764.36
05 -CEMETERY	11940.39	2900.00	0.00	0.00	14840.39	0.00	0.00	0.00	14840.39
10 -FIRE DISTRICT	836107.27	9342.46	0.00	0.00	845449.73	43503.64	0.00	0.00	410424.09
11 -ROAD DISTRICT	1122116.58	1791.05	0.00	0.00	1123907.63	33712.96	0.00	0.00	1090194.67
14 -MAINTENANCE FACILITY-ROAD	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
146 -CEMA	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
148 -COMMUNITY PARK IMPROV GRANT FUND (CEPG)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
149 -OUTO PUBLIC WORKS COMMISSION GRANT FUND	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
15 -GENERAL (NOTE) RETIREMENT/MAINT.FACILITY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
21 -CAPITAL FUND	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
23 -PERMISSIVE MOTOR VEHICLE LICENSE TAX	32098.74	6351.48	0.00	0.00	38450.20	2069.51	0.00	0.00	36380.69
TOTAL ALL FUNDS	8658614.46	139579.56	0.00	0.00	8798194.02	597033.07	0.00	0.00	8201140.95

PENDING WARRANT REPORT  
Concord Township [2020]

Date: 02/26/20

Warrant Number	Warrant Amount	Voucher Number	Payee	Purpose
2041	987.00	V 2041	CBTZ BENEFITS	HRA CLAIM REIMB THRU 2/14/20
2042	197.88	V 2042	HR BUTLER, LLC	PAYROLL PROCESSING FEE 2/14/20
2043	3583.97	V 2043	HR BUTLER, LLC	PAYROLL AGENCY DEDUCTIONS 2/14/20
2044	58723.66	V 2044	HR BUTLER, LLC	PAYROLL SALARIES 2/14/20
2045	15359.57	V 2045	HR BUTLER, LLC	PAYROLL TAXES WITHHELD 2/14/20
2046	66.00	V 2046	PNC BANK	JAN-FEB BANK SVC CHG
2047	25305.64	V 2047	ANTHEM BCBS OH GROUP	TWP MEDICAL INSUR MAR20
16589	137.67	VM16589	TIME WARNER CABLE	FIRE DEPT INTERNET/TV
16590	103.19	VM16590	SUTPHEN CORPORATION	FIRE DEPT QUINT SOLENOID REPAIR
16591	18.59	VM16591	TAYLOR TRUCK PARTS	FIRE DEPT FUSE REPAIR
16592	70.56	VM16592	BATTERIES PLUS COMMERCIAL SALES	FIRE DEPT BATTERIES
16593	396.98	VM16593	ABLE SANITATION SERVICE, INC.	FIRE DEPT M341X HEATER CORE
16594	1265.00	VM16594	BOUND TREE MEDICAL, LLC	FIRE DEPT HOLDING TANK PUMP X2
16595	399.18	VM16595	O.E. MEYER CO.	FIRE DEPT EMS SUPPLIES
16596	370.40	VM16596	SKINNER DIESEL SERVICE INC.	FIRE DEPT IV PUMP REPAIR
16597	33.75	VM16597	GALLS, LLC - DBA ROY TAILORS UNIFORMS	FIRE DEPT M342 FLUSHING
16598	1503.00	VM16598	AMANDA PLUMBING	FIRE DEPT BADGES
16599	140.90	VM16599	OHIO POLICE & FIRE PENSION FUND	FIRE DEPT WATER LINE COUPLING REPAIR
16600	40415.64	VM16600	PUBLIC EMPLOYEES RETIREMENT SYSTEM	FIRE DEPT PENSIONS JAN20
16601	7024.99	VM16601	THOMAS & COMPANY, LPA	LEGAL COUNSEL FOR PERSONNEL
16602	105.00	VM16602	HOTSY EQUIPMENT COMPANY	ROAD DEPT POWER WASHER REPAIR
16603	196.14	VM16603	EXPRESS SERVICES INC	ROAD DEPT LABOR 1/27-2/7
16604	1389.78	VM16604	GORDON FLEISCH CO., INC.	ADMIN COPIER USAGE FEB-MAR
16605	38.62	VM16605	SHELLY MATERIALS, INC.	PARK STONE FOR PATH CONNECTION DRIVEWAY
16606	1358.45	VM16606	SILCO FIRE & SECURITY	ADMIN/ROAD FIRE EXTING INSPECT
16607	254.00	VM16607	VERIZON WIRELESS	FIRE/ROAD CELL PHONES & EQUIP
16608	625.46	VM16608	FRONTIER	ADMIN/ALARM PHONE LINE
16609	74.50	VM16609	DEL-CO WATER CO INC	ADMIN/FIRE/ROAD/PARK WATER UTIL
16610	220.24	VM16610	CARGILL, INC	ROAD WINTER CONFERENCE REGISTRATION REIMB
16611	19717.85	VM16611	JASON HANEY	OTA WINTER CONFERENCE REGISTRATION REIMB
16612	100.00	VM16612	LAWSON PRODUCTS INC.	ROAD DEPT SHOP TOOLS
16613	142.64	VM16613	LOEB ELECTRIC	FIRE DEPT ELEC SUPPLIES
16614	52.45	VM16614	SOUTHEASTERN EQUIPMENT CO., INC.	ROAD DEPT TRACKHOE REPAIR
16615	184.17	VM16615	FIRE SAFETY SERVICES, INC.	FIRE DEPT CALIBR GAS
16616	302.00	VM16616	CBTZ BENEFITS	HRA COMPL FEES JAN-FEB
16617	437.50	VM16617	STANDARD INSURANCE CO	TWP LIFE INSUR MAR20
16618	166.08	VM16618	DELTA DENTAL	TWP DENTAL INSUR MAR20
16619	2400.06	VM16619	VISION SERVICE PLAN (CT)	TWP VISION INSUR MAR20
16620	284.24	VM16620		
Total Amount of Pending Warrants				184152.75

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

**RESOLUTION No. 022620-1**

**RESOLUTION PROVIDING FOR ACCEPTANCE OF THE EVANS FARM JOINT  
ECONOMIC DEVELOPMENT DISTRICT CONTRACT IN ITS PRESENT FORM  
AND FOR A PUBLIC HEARING ON THE CONTRACT**

The Board of Trustees of Concord Township, Delaware County, Ohio (the "Board") met in a regular meeting on February 26, 2020, at 6385 Home Road, Delaware, Ohio 43015, with the following members present:

~~Bart Johnson~~

Jason Haney

Joe Garrett

Trustee Garrett moved the following:

**WHEREAS**, the Township of Orange, Delaware County, Ohio ("Orange"), the Village of Shawnee Hills, Delaware County, Ohio (the "Village"), and the Township of Concord, Delaware County, Ohio ("Concord") have negotiated and intend to enter into the Evans Farm Joint Economic Development District Contract (the "Contract") to create and provide for the operation of the Evans Farm Joint Economic Development District (the "JEDD") in accordance with Section 715.72 of the Revised Code for their mutual benefit and for the benefit of their residents and of the State of Ohio.

**NOW, THEREFORE, BE IT RESOLVED, BY THE BOARD OF TRUSTEES OF CONCORD TOWNSHIP, DELAWARE COUNTY, OHIO, THAT THE FOLLOWING RESOLUTION BE AND IT HEREBY IS ADOPTED:**

**Section 1.** The Board hereby approves the form of the Contract now on file with the Clerk subject to any revisions thereto following the public hearing provided for herein and to final approval by this Board.

**Section 2.** The Township shall hold a public hearing concerning the Contract commencing at 9:00 a.m. on the 2nd day of April, 2020, at 6385 Home Road, Delaware, Ohio. The public hearing shall allow for public comment and recommendations on the proposed Contract. The Township may include in the Contract any of those recommendations prior to final approval of the Contract. The Fiscal Officer is authorized and requested to cause notice of the time and place of the public hearing to be published in the Delaware Gazette, which is a newspaper of general circulation in the Township, no less than 30 days prior to the public hearing.

**Section 3.** The Board further directs that a copy of the Contract, together with a description of the area or areas to be included in the JEDD, including a map in sufficient detail to denote the specific boundaries of the JEDD, and the economic development plan for the JEDD that includes a schedule for the provision of any new, expanded, or additional services, facilities, improvements, and a schedule for the collection of an income tax to be levied, shall be available for public inspection in the office of the Township Fiscal Officer, beginning on the date the notice of the public hearing is published in the Delaware Gazette.

**Section 4.** This Board finds and determines that all formal actions of this Board concerning and related to the passage of this Resolution were taken in an open meeting of this Board, and that all deliberations of this Board that resulted in formal actions were taken in meetings open to the public, in compliance with all legal requirements, including but not limited to, §121.22 of the Ohio Revised Code, except as otherwise permitted thereby.

**Section 5.** This Resolution shall take effect at the earliest time provided by law.



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

Trustee Haney seconded the Resolution and the roll being called upon its adoption the vote resulted as follows:

YEAS: Mr. Garrett, Mr. Haney

NAYS:

The motion carried and the Resolution was adopted.

Attest: Jill M. Davis  
Jill M. Davis, Fiscal Officer

**CERTIFICATE**

State of Ohio, Delaware County  
I, the undersigned Fiscal Officer of Concord Township, Delaware County, Ohio, hereby certify that the foregoing Resolution Number 022620-1 is a true and complete copy of the Resolution adopted by a majority of the full membership of the Board of Trustees of Concord Township at its regular meeting held on February 26, 2020, as was recorded in the official proceedings of the Board.

Jill M. Davis  
Jill M. Davis, Fiscal Officer