

RECORD OF PROCEEDINGS

CONCORD TOWNSHIP BOARD OF TRUSTEES

Held March 25, 2020

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Call to Order

The Concord Township Board of Trustee met in regular session on March 25, 2020 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.

Due to COVID-19 social distancing restrictions, residents were invited to call into the public meeting using teleconference information posted on the township's website.

Mr. Garrett moved and Mr. Haney seconded to approve the minutes of the regular meeting on March 11, 2020. Vote: Haney-yes, Garrett-yes, Johnson-yes.

Mr. Garrett moved and Mr. Haney seconded to approve the minutes of the emergency meeting on March 16, 2020. Vote: Haney-yes, Garrett-yes, Johnson-yes.

Chairman 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 shows the following balances:

General Fund	\$6,534,978.66
Special Revenue Funds	\$1,433,834.42
Total All Funds	\$7,968,813.08

Therefore, Mr. Garrett moved and Mr. Haney seconded to approve pending purchase orders, warrants, and vouchers #2055-2063, #16663-16717, all totaling \$184,484.00. Vote: Haney-yes, Garrett-yes (abstain PO#00106), Johnson-yes.

Old Business

Due to COVID-19 issues the part time road employees are on hold. Mr. Johnson moved and Mr. Haney seconded to place the part time road personnel and part time road labor on administrative leave for 20 hours per week, retroactive to Monday, March 23, 2020. Trustee Johnson noted the township wants to keep its workers, and "We take care of our people." Vote: Haney-yes, Garrett-yes, Johnson-yes.

Todd Bollinger of CBIZ joined the meeting via telephone to review the medical plan renewal details. Since the township started with Anthem's SOCA MEWA program in January 2019, the first renewal ends April 30, 2020. Mr. Bollinger has seen rate increases quoted between 10%-40% based on a company's risk ratio. The township's quote came in at a 20.9% increase for the same medical plan as we have today. Changing deductibles and HSA funding does not make monetary sense for the township. Medical Mutual and United Healthcare plans all quoted higher than Anthem. Even with the increase, the township would still pay 3% less than its 2018 UHC plan. Mr. Haney moved and Mr. Garrett seconded to approve the Anthem SOCA MEWA plan renewal for May 1, 2020 to April 30, 2021 at a cost estimate of \$344,776. The township will also continue to offer the same HRA plan as last year. Vote: Haney-yes, Garrett-yes, Johnson-yes. New cards and group number will be sent to employees by Anthem.

Mrs. (Chester) Fields of Mohican Drive joined the meeting via telephone about the nuisance resolution against their property. She said they have removed 13 loads of stuff, have a U-haul rented for tomorrow, and requested leniency or an extension for cleanup. Trustee Garrett shared that the zoning department has sent letters on and off about the issue for nearly five years, and must take action now based on complaints from neighbors and the village. Trustee Haney, Zoning Inspector Irvine, and a contractor will meet at the property on March 31, 2020 at 4:30 pm to assess the cleanup required so the contractor can prepare a bid.

RECORD OF PROCEEDINGS
CONCORD TOWNSHIP BOARD OF TRUSTEES

Minutes of

Meeting

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

Held March 25, 2020

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New Business

Chief Cooper has attended many daily meetings regarding the response to COVID-19. Protocols for transporting patients and possible exposure by employees were discussed. Employees must be sent home if exposed. Some area departments may designate a medic truck mainly for COVID transports, but no final decisions have been made yet. Any transport call with difficulty breathing must be considered a possible COVID patient, and then it takes time to decontaminate the trucks in between calls. To date, patients must have a doctor's prescription to get a COVID test, and tests are being saved for people who need them most. Chief thanked Trustee Haney and his wife, a nurse at Olentangy Schools, who helped arrange Olentangy Schools' donation of gloves and masks to the Delaware County EMA for county distribution.

Zoning Clerk Angie Ellerbrock provided a summary via email of zoning permit applications received to date by the zoning department: 13 houses, 2 additions, 6 accessory buildings, 1 house revision, and 1 pool.

Mr. Garrett moved and Mr. Haney seconded to suspend the building rent to Concord Community Church starting the date the building was closed, and until the building re-opens again to the public. Vote: Haney-yes, Garrett-yes, Johnson-yes.

Mr. Garrett moved and Mr. Haney seconded to move forward with the quote received by Strawser Construction for 2020 crack sealing and microseal repairs of various township roads in the amount of \$66,398.40. Vote: Haney-yes, Garrett-yes, Johnson-yes.

Short discussion was held on items included in the government's FEMA reimbursement plan for COVID-19 expenses by the township.

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

March 25, 2020

Call in number 978-990-5000

Access code 831195

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

Renewal of Health Care

Fields property action

New Business

Place part time personnel on administrative leave retroactive to March 23rd.

Fire Chief

Fiscal Officer

Adjourn

The Concord Township Trustees will meet March 25th for their regularly scheduled meeting. Because of the COVID 19 crisis the township hall is closed to the public but residents will be able to join the meeting through a conference call.

Below are the instructions to participate telephonically in the meeting.

Call in number 978-990-5000
Access code 831195

If you have trouble connecting or receive a busy signal, text 'help' to the call in number and an alternate call in number will be provided.

Or

Call one of the trustees. Our cell numbers are below our names on the left side of the website.



Jill Davis <jdavis@concordtwp.org>

FreeConferenceCall.com - New Meeting

1 message

Bart Johnson <bjohnson@ocj.com>

To: Joe Garrett <jgarrett@concordtwp.org>, Jason Haney <JHaney@concordtwp.org>, Jill Davis <jdavis@concordtwp.org>, Todd Cooper <tcooper@concordtwp.org>, Ric Irvine <r Irvine@concordtwp.org>, Ellerbrock Angle <aellerbrock@concordtwp.org>

Tue, Mar 24, 2020 at 2:21 PM

Below is the call in number for the trustee meeting. If you choose to not participate in person

Dial-in number (US): (978) 990-5000

Access code: 831195#

International dial-in numbers: <https://fcdl.in//bjohnson688>

Online meeting ID: [bjohnson688](https://fcdl.in//bjohnson688)

Join the online meeting: <https://join.freeconferencecall.com/bjohnson688>

For additional assistance connecting to the meeting text "Help" to the Dial-In number above. Message and data rates may apply.

Sent from my iPad

CRIMINAL DIVISION
MARK C. SLEEPER, CHIEF
CHRISTOPHER E. BALLARD
J. HAWKEN FLANAGAN
RACHEL C. LAING
JAQUELINE J. RAPIER
PAYTON ELIZABETH THOMPSON
R. JOSEPH VARVEL
JOEL C. WALKER

JUVENILE DIVISION
ELIZABETH A. MATUNE, SUPERVISOR
ELIZABETH S. FLIGNER
MEGAN A. HAMMOND



Melissa A. Schiffel

Delaware County Prosecutor

CIVIL DIVISION
CHRISTOPHER D. BETTS, CHIEF
MARK W. FOWLER
TYLER D. LANE
ERIC C. PENKAL
VINCE J. VILLO

VICTIM SERVICES DIRECTOR
TRISH S. WRIGHT

INVESTIGATOR
ROBERT J. PETERSON

March 23, 2020

TO: Delaware County Township Officials, Zoning Officials, Zoning Commission Members, Board of Zoning Appeals Members, and Zoning Inspectors.

RE: ODH March 22, 2020 Stay at Home Order

As most of you are aware, on Sunday, March 22, 2020, Dr. Amy Acton, Director of Health with the Ohio Department of Health, issued a stay at home order requiring all Ohioans to stay at home. While there are a list of exceptions, I urge you as a matter of public health and safety to follow this Order. As we've considered this Order and its implications, we do not find that zoning meetings, hearings, or appeals fit a listed exception and to hold such meetings in the midst of this pandemic could jeopardize the health and welfare of all involved.

All board of zoning appeals and zoning commission meetings, hearings, and appeals should automatically be continued on the basis of the Order, even if the applicant disagrees. However, it is imperative that you do not delay in rescheduling these hearings for as soon as is practicable after the expiration of this Order on April 6, 2020. Should you choose to hold these meetings, hearings and appeals during this Order, please refer to our previous letters about virtual meetings.

If we receive more definitive guidance from the legislature, we will advise accordingly. Until then, the health and welfare of all citizens is of the utmost importance, and we encourage you to follow the Stay at Home Order.

Sincerely,

Melissa Schiffel
Delaware County Prosecutor

145 NORTH UNION STREET • P.O. BOX 8006 • DELAWARE, OHIO 43015
(740) 833-2690 • FAX (740) 833-2689

CASH SUMMARY BY FUND
Concord Township [2020]

Date: 03/25/20

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	120198.73	0.00	0.00	6662293.57	127314.91	0.00	0.00	6534978.66
02 -MOTOR VEHICLE LICENSE TAX	19613.08	4536.07	0.00	0.00	24149.15	398.03	0.00	0.00	23751.12
03 -GASOLINE TAX	94643.56	48588.01	0.00	0.00	143231.57	51789.23	0.00	0.00	91442.34
05 -CEMETERY	11940.39	3100.00	0.00	0.00	15040.39	269.59	0.00	0.00	14770.80
10 -FIRE DISTRICT	836107.27	20845.65	0.00	0.00	856952.92	674719.76	0.00	0.00	182233.16
11 -ROAD DISTRICT	1122116.58	2156.05	0.00	0.00	1124272.63	38531.92	0.00	0.00	1085690.71
14 -MAINTENANCE FACILITY-ROAD	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
14A-FEMA	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
14B-COMMUNITY PARK IMPROV GRANT FUND (CPIG)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
14C-OHIO PUBLIC WORKS COMMISSION GRANT FUND	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
14D-GENERAL (NOTE) RETIREMENT(MAINT)-FACILITY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
21 -DIGITAL 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	8091.09	0.00	0.00	41189.83	5243.54	0.00	0.00	35946.29
TOTAL ALL FUNDS	8658614.46	208515.60	0.00	0.00	8867130.06	898316.98	0.00	0.00	7968813.08

PENDING WARRANT REPORT
Concord Township [2020]

Date: 03/25/20

Warrant Number	Warrant Amount	Voucher Number	Payee	Purpose
2055	2.00	V 2055	PNC BANK	HRA CHKG ACCT FEE FEB20
2056	23.68	V 2056	HR BUTLER, LLC	PAYROLL PROCESSING FEES 3/13 TT/TFO
2057	20.53	V 2057	CBIZ BENEFITS	HRA CLAIM REIMBURSEMENT THRU 3/13/20
2058	21049.04	V 2058	ANTHEM BCBS OH GROUP	TWP MEDICAL INSURANCE APR20
2059	7612.61	V 2059	HR BUTLER, LLC	PAYROLL SALARIES/TAXES WITHHELD TT/TFO
2060	183.75	V 2060	HR BUTLER, LLC	PAYROLL PROCESSING FEES 3/13/20 REG.
2061	3763.97	V 2061	HR BUTLER, LLC	PAYROLL AGENCY DEDUCTIONS 3/13/20
2062	53925.64	V 2062	HR BUTLER, LLC	PAYROLL TAXES WITHHELD 3/13/20
2063	14593.03	V 2063	HR BUTLER, LLC	PAYROLL TAXES WITHHELD 3/13/20
16664	5000.00	VJ16664	OHIO EDISON	FIRE DEPT WATER RESCUE TRAINING
16665	1124.49	VJ16665	BOUND TREE MEDICAL, LLC	FIRE DEPT ELECTRIC UTIL
16666	163.65	VJ16666	SBH MEDICAL LTD	FIRE DEPT EMS SUPPLIES
16667	188.00	VJ16667	R. B. POWERS CO.	FIRE DEPT EMS SUPPLIES
16668	80.83	VJ16668	SUTPHEN CORPORATION	FIRE DEPT EQUIP TAGS
16669	2717.05	VJ16669	MEDICAL REPAIR, INC.	FIRE DEPT REPAIRS
16670	629.61	VJ16670	SILCO FIRE & SECURITY	FIRE DEPT MEDIC COTS INSPECT.
16671	1416.50	VJ16671	42 AUTOMOTIVE INC.	FIRE DEPT EXTING INSPECT/REPAIRS
16672	99.68	VJ16672	DEL-CO WATER CO INC	ROAD DEPT U-JOINT REPAIR
16673	234.96	VJ16673	VERIZON WIRELESS	TWP WATER UTILS
16674	325.49	VJ16674	SUE DAVIS	ROAD/FIRE CELL PHONES/DATA
16675	250.00	VJ16675	ORTHOHEALTH EMERGENCY MEDICAL SERVICES	COMM ROOM RENTAL REFUND
16676	647.50	VJ16676	JILL DAVIS	FIRE DEPT EMS MED DIRECTOR
16677	9.40	VJ16677	TIME WARNER CABLE	FIRE DEPT INTERNET SVC
16678	137.67	VJ16678	O.E. MEYER CO.	FIRE DEPT GAS CYLINDER SVC
16679	84.40	VJ16679	ADVANCED DRAINAGE SYSTEMS, INC.	ROAD DEPT S PARK PL TILE
16680	21.49	VJ16680	EXPRESS SERVICES INC	ROAD DEPT LABOR 2/25-2/28 +RETRO
16681	1247.98	VJ16681	SHELLY MATERIALS, INC	ROAD DEPT PARK RIDGE BERM MATERIAL
16682	398.03	VJ16682	MICAH WERLING	FIRE DEPT WEBCAM/MICROPHONE RETMB
16683	193.04	VJ16683	EXPRESS SERVICES INC	ROAD DEPT LABOR 3/4-3/6
16684	541.42	VJ16684	CBIZ BENEFITS	HRA ADMIN FEE MAR20
16685	120.00	VJ16685	THE DEXTER COMPANY	ROAD DEPT TRUCK#349 CYL MOUNTS
16686	244.77	VJ16686	BEEB'S BF DIST INC	FIRE/ROAD FUEL SUPPLY
16687	1087.35	VJ16687	BOUND TREE MEDICAL, LLC	FIRE DEPT EMS SUPPLIES
16688	1491.64	VJ16688	CLASSIC SOLUTIONS INC.	FIRE DEPT SUPPLY DISINFECTANT
16689	65.88	VJ16689	ONSITE WASTEWATER MGMT SVCS INC	FIRE DEPT TANK PUMP/ALARM REPAIR
16690	310.00	VJ16690	MUNICIPAL EMERGENCY SVCS DEPOSIT ACCT	FIRE DEPT BATTERY CAP REPAIR
16691	71.96	VJ16691	OHIO POLICE & FIRE PENSION FUND	TWP PENSION CONTRIBUTIONS FEB20
16692	7436.45	VJ16692	HEALTH & FITNESS EQUIPMENT CENTERS	FIRE DEPT PENSION CONTRIBUTIONS FEB20
16693	40548.56	VJ16693	GORDON FLESH CO., INC.	FIRE DEPT TREADMILL
16694	5495.00	VJ16694	FRONTIER	ADMIN COPIER USAGE MAR-APR
16695	64.50	VJ16695	FORTE HOLDINGS	ADMIN ALARM PHONE LINE
16696	1800.00	VJ16696	OHIO VALLEY INTEGRATION SVCS, INC.	FIRE DEPT IPCR ANNUAL SUBSCRIPTION
16697	621.00	VJ16697	STANDARD INSURANCE CO	ADMIN/ROAD ALARM INSPECTIONS
16698	173.00	VJ16698	DELTA DENTAL	TWP LIFE INSUR APR20
16699	2461.89	VJ16699	VISION SERVICE PLAN (CT)	TWP DENTAL INSUR APR20
16700	433.84	VJ16700	MICRO CENTER	TWP VISION INSUR MAR-APR20
16701	1327.79	VJ16701	BOB BARCUS	FIRE DEPT COMPUTER & TONER
16702	250.00	VJ16702	TODD COOPER	FIRE DEPT FULLTIME UNIFORM MAINT
16703	250.00	VJ16703	KEITH ERNSBERGER	FIRE DEPT FULLTIME UNIFORM MAINT
16704	250.00	VJ16704	JACK GUYTON	FIRE DEPT FULLTIME UNIFORM MAINT
16705	250.00	VJ16705	GABE HAFNER	FIRE DEPT FULLTIME UNIFORM MAINT
16706	250.00	VJ16706	JERRY HELD	FIRE DEPT FULLTIME UNIFORM MAINT
16707	250.00	VJ16707	GREG HUFF	FIRE DEPT FULLTIME UNIFORM MAINT
16708	250.00	VJ16708	JOE KELLY	FIRE DEPT FULLTIME UNIFORM MAINT
16709	250.00	VJ16709	DOUG KINDELL	FIRE DEPT FULLTIME UNIFORM MAINT
16710	250.00	VJ16710	CHAD MAST	FIRE DEPT FULLTIME UNIFORM MAINT
16711	250.00	VJ16711	JAMES REED	FIRE DEPT FULLTIME UNIFORM MAINT
16712	250.00	VJ16712	JESSE RICE	FIRE DEPT FULLTIME UNIFORM MAINT
16713	250.00	VJ16713	JEREMY SCHEELER	FIRE DEPT FULLTIME UNIFORM MAINT
16714	250.00	VJ16714	RYHAN SCHOLL	FIRE DEPT FULLTIME UNIFORM MAINT
16715	250.00	VJ16715	BEN THOMAS	FIRE DEPT FULLTIME UNIFORM MAINT
16716	250.00	VJ16716	MICAH WERLING	FIRE DEPT FULLTIME UNIFORM MAINT
16717	250.00	VJ16717		FIRE DEPT FULLTIME UNIFORM MAINT

Total Amount of Pending Warrants

184484.00