

# RECORD OF PROCEEDINGS

## CONCORD TOWNSHIP BOARD OF TRUSTEES

Minutes of

Meeting

GOVERNMENT FORMS & SUPPLIES 844-224-3338 FORM NO. 101-48

April 28, 2021

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Held

### Call to Order

The Concord Township Board of Trustees met in regular session on April 28, 2021 at 7:00 p.m. at the Concord Township Administrative Building, 6385 Home Road, Delaware, Ohio. Chairman Bart 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 Zoning Inspector Ric Irvine, Fiscal Officer Jill Davis, Administrative Assistant Angie Ellerbrock, and Fire Chief Todd Cooper.

Due to COVID-19 social distancing restrictions, limited seating was provided, and public teleconference information was posted on the township's website.

Mr. Garrett moved and Mr. Haney seconded to approve the minutes of the previous meeting held April 14, 2021. Vote: Haney-yes, Garrett-yes, Johnson-abstain/absent.

### Public Input

Mitch Trucco of Trucco Construction, 3531 Airport Road, Delaware, Ohio, requested permission from the Board to cut Scioto Chase Boulevard for one of their projects. Original plans were to bore the project, which would require longer road closure and additional homeowner yard destruction and safety concerns. Project plans were presented and reviewed by the Board. The Delaware County Engineer's office recommended Trucco complete milling and repairs to the road all the way to Home Road in case heat bond of road cut would not hold. The Township would like the least effect on residents and a guarantee to repair the road cut if needed in the future. The Board will allow the road cut to Scioto Chase Boulevard, with a T-patch seamed and repaired to County specifications, with working hours of 9am to 4pm weekdays only (to avoid morning and evening work traffic, school traffic, no weekend work), with advance signage posted for residents, and with a five year guarantee of road seam work/repair. Residents to be affected by the work called in to clarify that all landscaping and curb and gutter would be replaced after road work completed, and driveways should be accessible.

Angie Ellerbrock, Administrative Assistant, discussed building rental policies and possible changes for re-opening the township hall. Trustees should be available to monitor events when needed. The issue of non-residents renting through a resident was discussed. Identification will be required for reservations and key pickup to match with resident information. Rentals will be limited to two times per year per household (except condo association meetings and scout groups). Mr. Garrett moved and Mr. Haney seconded to require a \$50.00 rental fee and a separate deposit for township hall rentals, except for civic or non-profit groups that are located within the township. Vote: Haney-yes, Garrett-yes, Johnson-yes.

Doug Riedel, Delaware County Engineer's Office liaison, discussed the following:

- 1- The 2021 Delaware County Road Improvement Program bid was awarded to Shelly. A portion of the township's contract amount (\$48,300.00) will be reimbursed by the City of Dublin. Mr. Haney moved and Mr. Garrett seconded to approve the Shelly contract for the 2021 Road Improvement Program in the amount of \$467,375.03. Vote: Haney-yes, Garrett-yes, Johnson-yes.
- 2- Buntz Station Road ditch drainage issues continue. Cost options were emailed to Trustees for possible ditch improvements to consider. Mr. Riedel recommended option 2, to install a catch basin at Hite's property which would run across a storm sewer on the south side of the road, and each resident would have a round yard drain to connect their sump lines. Properties 3770 and east would run to Hite's. Properties 3790 and west would run to Haynes's. No tree removals would be included in the cost. More details to come.
- 3- Ohio Public Works Commission grant projects were discussed for the 2021 application year. Scioto Township would like to partner on Russell Road for OPWC grant submission. Mr. Garrett moved and Mr. Haney seconded to approve participation with Scioto Township in an OPWC grant submission for road repairs

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GOVERNMENT FORMS & SUPPLIES 844-224-3338 FORM NO. 101-8

April 28, 2021

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to Russell Road. Vote: Haney-yes, Garrett-yes, Johnson-yes.

4- Bunty Station Road or Merchant Road were considered for possible future OPWC grant projects. Mr. Riedel noted the township could apply, but could also decline after awarded, and/or roll the project to the following year. Bunty Station Road would have more drainage and driveway issues for a full road project. Merchant Road may have a proposed housing project of 22 large lot homes on two cul-de-sacs, with entrances off both Concord and Merchant Roads, so it may be a good candidate for reclamation and widening. After discussion, Mr. Haney moved and Mr. Garrett seconded to apply for an OPWC grant this application year, for Bunty Station Road re-construction for summer 2022, possibly partnering with Liberty Township. Mr. Riedel will contact Liberty Township. Vote: Haney-yes, Garrett-yes, Johnson-yes.

5- The Trustees requested grader patch on Bunty Station Road to fix a road bump.

### Financials

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	\$7,954,156.53
-Special Revenue Funds	\$3,498,854.43
-Total All Funds	\$11,453,010.96

Therefore, Mr. Haney moved and Mr. Garrett seconded to approve pending purchase orders, warrants, and vouchers #49-54, 115147 bank transfer, 115148-115175 void, 115176-115217, except #115189, all totaling \$172,274.18. Vote: Haney-yes, Garrett-yes, Johnson-yes.

Mr. Haney moved and Mr. Johnson seconded to approve pending warrant #115189. Vote: Haney-yes, Garrett-abstain, Johnson-yes.

### Zoning Department

- Sixteen new permits were issued since the previous Board meeting.
- A nuisance case for front yard debris at 6969 Harriott Road is due Friday, then will get second notice for seven days, then goes to Assistant Prosecuting Attorney.
- A nuisance case for high grass at 6316 Logan Road is a repeat complaint, and is mowed only when notices served.
- A complaint was received about the Ross property on Buechel Drive for animals and smell.
- A complaint was received about a spotlight shining into a neighbor's house at Concord Road and Turfway Bend.

### Old Business

- Current State of Ohio grants for ODNR NatureWorks and Capital Improvements were reviewed and updated. Improvements to parking lots were also discussed.
- After discussion, Mr. Johnson moved and Mr. Haney seconded to move forward with purchase of a Freightliner truck (non-CDL model) for the Road Department, including snowplow, etc accessories, at a cost not to exceed \$140,000. Vote: Haney-yes, Garrett-yes, Johnson-yes.

### Fire Department

- Interviews will be held May 11 for part-time firefighter/ paramedic/ EMT's.

### New Business

- An estimate was received for a Road Department under-belly equipment washer from Hotsy for \$1169.45 plus shipping. Mr. Haney moved and Mr. Johnson seconded to approve purchase of the Hotsy washer at a cost not to exceed \$1500.00. Vote: Haney-yes, Garrett-yes, Johnson-yes.

### Fiscal Officer / Other Business

- A presentation from PNC Bank was reviewed for additional services. It was

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agreed to maintain the township's current bank products, with the addition of Positive Pay/Pinnacle Express for fraud protection.

- It was made a matter or record that several lots and graves were sold in the new Keller Section at Oller Cemetery. Deeds were reviewed and signed.
- The addition of a Fiscal Officer's assistant was discussed. No action taken.
- Revenue and Expense status reports were made available to the Board.
- It was noted Road Supervisor Joe Holloway plans to retire June 28, 2021.

**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

April 28, 2021

Call in (669) 224-3412  
Access Code: 701-660-893

Roll Call

Approve Minutes

Public Input

Truco Open cut of Scioto Chase

Doug Reidel (Bunty Station, crack seal, contract signing)

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

State of Ohio Grant

Charging for building use discussion

New Business

6316 Logan Dr zoning complaint

OPWC grant with Scioto for Russell Rd

OPWC Grant for Merchant Rd discussion

Building parking lot

Fire Chief

Fiscal Officer

IT plan/program final decision

Adjourn

### Cash Summary by Fund

Year 2021

CONCORD TOWNSHIP, DELAWARE COUNTY

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 in)	Expenditures (excluding transfers and advances out)	Transfers Out	Advances Out	Fund Balance 12/31/2021	Non-Pooled Balance	Pooled Balance
1000	General	\$7,442,526.64	\$0.00	\$722,769.15	\$0.00	\$0.00	\$8,165,295.79	\$211,139.26	\$0.00	\$0.00	\$7,954,156.53	\$0.00	\$7,954,156.53
2011	Motor Vehicle License Tax	\$27,634.27	\$0.00	\$6,102.80	\$0.00	\$0.00	\$33,737.07	\$4,585.52	\$0.00	\$0.00	\$29,151.55	\$0.00	\$29,151.55
2021	Gasoline Tax	\$147,076.11	\$0.00	\$59,363.95	\$0.00	\$0.00	\$206,440.06	\$92,416.80	\$0.00	\$0.00	\$114,023.26	\$0.00	\$114,023.26
2031	Road and Bridge	\$1,085,164.07	\$0.00	\$229,052.04	\$0.00	\$0.00	\$1,314,216.11	\$16,236.43	\$0.00	\$0.00	\$1,297,979.68	\$0.00	\$1,297,979.68
2041	Cemetery	\$10,474.41	\$0.00	\$7,641.63	\$0.00	\$0.00	\$18,116.04	\$146.96	\$0.00	\$0.00	\$17,969.08	\$0.00	\$17,969.08
2111	Fire District	\$1,437,563.82	\$0.00	\$1,490,123.39	\$0.00	\$0.00	\$2,927,687.21	\$937,174.78	\$0.00	\$0.00	\$1,990,512.43	\$0.00	\$1,990,512.43
2231	Permissive Motor Vehicle License Te	\$45,219.97	\$0.00	\$12,770.46	\$0.00	\$0.00	\$57,990.43	\$8,772.00	\$0.00	\$0.00	\$49,218.43	\$0.00	\$49,218.43
	Report Total:	\$10,195,659.29	\$0.00	\$2,527,823.42	\$0.00	\$0.00	\$12,723,482.71	\$1,270,471.75	\$0.00	\$0.00	\$11,453,010.96	\$0.00	\$11,453,010.96

Last reconciled to bank: 03/31/2021 – Total other adjusting factors: \$0.00

Payment Listing

4/15/2021 to 4/28/2021

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
49-2021	04/19/2021	04/19/2021	CH	CBIZ BENEFITS	\$5,625.79	O
50-2021	04/28/2021	04/28/2021	CH	HR BUTLER, LLC	\$158.01	O
51-2021	04/28/2021	04/28/2021	CH	HR BUTLER, LLC	\$2,928.07	O
52-2021	04/28/2021	04/28/2021	CH	HR BUTLER, LLC	\$51,152.06	O
53-2021	04/28/2021	04/28/2021	CH	HR BUTLER, LLC	\$14,704.97	O
54-2021	04/28/2021	04/28/2021	CH	ANTHEM BCBS OH GROUP	\$29,575.80	O
115147	04/27/2021	04/27/2021	SW	Skipped Warrants 115147 to 115147 Series 1	\$0.00	V
115148	04/27/2021	04/27/2021	AW	VALTECH COMMUNICATIONS	\$184.36	V
115148	04/27/2021	04/27/2021	AW	VALTECH COMMUNICATIONS	-\$184.36	V
115149	04/27/2021	04/27/2021	AW	SNYDER FUNERAL HOMES INC.	\$50.40	V
115149	04/27/2021	04/27/2021	AW	SNYDER FUNERAL HOMES INC.	-\$50.40	V
115150	04/27/2021	04/27/2021	AW	PEBBLE CONSTRUCTION LLC	\$50.00	V
115150	04/27/2021	04/27/2021	AW	PEBBLE CONSTRUCTION LLC	-\$50.00	V
115151	04/27/2021	04/27/2021	AW	GORDON FLESCH CO., INC.	\$35.41	V
115151	04/27/2021	04/27/2021	AW	GORDON FLESCH CO., INC.	-\$35.41	V
115152	04/27/2021	04/27/2021	AW	TREASURER, STATE OF OHIO	\$150.00	V
115152	04/27/2021	04/27/2021	AW	TREASURER, STATE OF OHIO	-\$150.00	V
115153	04/27/2021	04/27/2021	AW	HANLEY PRINT & PROMOTIONS	\$77.76	V
115153	04/27/2021	04/27/2021	AW	HANLEY PRINT & PROMOTIONS	-\$77.76	V
115154	04/27/2021	04/27/2021	AW	CDK STRUCTURES INC.	\$659.40	V
115154	04/27/2021	04/27/2021	AW	CDK STRUCTURES INC.	-\$659.40	V
115155	04/27/2021	04/27/2021	AW	VERIZON WIRELESS	\$319.58	V
115155	04/27/2021	04/27/2021	AW	VERIZON WIRELESS	-\$319.58	V
115156	04/27/2021	04/27/2021	AW	DEL-CO WATER CO INC	\$236.08	V
115156	04/27/2021	04/27/2021	AW	DEL-CO WATER CO INC	-\$236.08	V
115157	04/27/2021	04/27/2021	AW	AIM MEDIA MIDWEST OPERATING LLC	\$187.60	V
115157	04/27/2021	04/27/2021	AW	AIM MEDIA MIDWEST OPERATING LLC	-\$187.60	V
115158	04/27/2021	04/27/2021	AW	RUSH TRUCK CENTER, COLS W	\$945.00	V
115158	04/27/2021	04/27/2021	AW	RUSH TRUCK CENTER, COLS W	-\$945.00	V
115159	04/27/2021	04/27/2021	AW	SEDGWICK	\$2,825.00	V
115159	04/27/2021	04/27/2021	AW	SEDGWICK	-\$2,825.00	V
115160	04/27/2021	04/27/2021	AW	TAYLOR TIRE COMPANY, LTD.	\$1,720.54	V
115160	04/27/2021	04/27/2021	AW	TAYLOR TIRE COMPANY, LTD.	-\$1,720.54	V
115161	04/27/2021	04/27/2021	AW	50+1 PUBLIC POLICY INITIATIVES	\$1,200.00	V
115161	04/27/2021	04/27/2021	AW	50+1 PUBLIC POLICY INITIATIVES	-\$1,200.00	V
115162	04/27/2021	04/27/2021	AW	SHELLY MATERIALS, INC	\$942.96	V
115162	04/27/2021	04/27/2021	AW	SHELLY MATERIALS, INC	-\$942.96	V
115163	04/27/2021	04/27/2021	AW	DELAWARE CO. SHERIFF'S OFFICE	\$225.00	V
115163	04/27/2021	04/27/2021	AW	DELAWARE CO. SHERIFF'S OFFICE	-\$225.00	V
115164	04/27/2021	04/27/2021	AW	JACOB CSIZMADIA	\$135.00	V
115164	04/27/2021	04/27/2021	AW	JACOB CSIZMADIA	-\$135.00	V
115165	04/27/2021	04/27/2021	AW	CHRISTOPHER HARTZLER	\$270.00	V
115165	04/27/2021	04/27/2021	AW	CHRISTOPHER HARTZLER	-\$270.00	V
115166	04/27/2021	04/27/2021	AW	MAXWELL NEWMAN	\$135.00	V
115166	04/27/2021	04/27/2021	AW	MAXWELL NEWMAN	-\$135.00	V
115167	04/27/2021	04/27/2021	AW	JESSE RODRIGUEZ LIPPS	\$135.00	V
115167	04/27/2021	04/27/2021	AW	JESSE RODRIGUEZ LIPPS	-\$135.00	V
115168	04/27/2021	04/27/2021	AW	BOUND TREE MEDICAL, LLC	\$115.81	V
115168	04/27/2021	04/27/2021	AW	BOUND TREE MEDICAL, LLC	-\$115.81	V
115169	04/27/2021	04/27/2021	AW	ORANGE TOWNSHIP	\$1,231.12	V
115169	04/27/2021	04/27/2021	AW	ORANGE TOWNSHIP	-\$1,231.12	V
115170	04/27/2021	04/27/2021	AW	ABLE SANITATION SERVICE, INC	\$615.00	V
115170	04/27/2021	04/27/2021	AW	ABLE SANITATION SERVICE, INC	-\$615.00	V
115171	04/27/2021	04/27/2021	AW	42 AUTOMOTIVE INC.	\$497.83	V
115171	04/27/2021	04/27/2021	AW	42 AUTOMOTIVE INC.	-\$497.83	V
115172	04/27/2021	04/27/2021	AW	SKINNER DIESEL SERVICE INC.	\$1,028.35	V
115172	04/27/2021	04/27/2021	AW	SKINNER DIESEL SERVICE INC.	-\$1,028.35	V
115173	04/27/2021	04/27/2021	AW	SBH MEDICAL LTD	\$498.00	V
115173	04/27/2021	04/27/2021	AW	SBH MEDICAL LTD	-\$498.00	V
115174	04/27/2021	04/27/2021	AW	ALADTEC	\$2,995.00	V
115174	04/27/2021	04/27/2021	AW	ALADTEC	-\$2,995.00	V
115175	04/27/2021	04/27/2021	AW	BOWLING GREEN STATE UNIVERSITY	\$650.00	V

All void - Printer Issues - JWD

**Payment Listing**  
4/15/2021 to 4/28/2021

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
115175	04/27/2021	04/27/2021	AW	BOWLING GREEN STATE UNIVERSITY	-\$650.00	V
115176	04/27/2021	04/27/2021	AW	VALTECH COMMUNICATIONS	\$184.36	O
115177	04/27/2021	04/27/2021	AW	SNYDER FUNERAL HOMES INC.	\$50.40	O
115178	04/27/2021	04/27/2021	AW	PEBBLE CONSTRUCTION LLC	\$50.00	O
115179	04/27/2021	04/27/2021	AW	GORDON FLESCH CO., INC.	\$35.41	O
115180	04/27/2021	04/27/2021	AW	TREASURER, STATE OF OHIO	\$150.00	O
115181	04/27/2021	04/27/2021	AW	HANLEY PRINT & PROMOTIONS	\$77.76	O
115182	04/27/2021	04/27/2021	AW	CDK STRUCTURES INC.	\$659.40	O
115183	04/27/2021	04/27/2021	AW	VERIZON WIRELESS	\$319.58	O
115184	04/27/2021	04/27/2021	AW	DEL-CO WATER CO INC	\$236.08	O
115185	04/27/2021	04/27/2021	AW	AIM MEDIA MIDWEST OPERATING LLC	\$187.60	O
115186	04/27/2021	04/27/2021	AW	RUSH TRUCK CENTER, COLS W	\$945.00	O
115187	04/27/2021	04/27/2021	AW	SEDGWICK	\$2,825.00	O
115188	04/27/2021	04/27/2021	AW	TAYLOR TIRE COMPANY, LTD.	\$1,720.54	O
115189	04/27/2021	04/27/2021	AW	50+1 PUBLIC POLICY INITIATIVES	\$1,200.00	O
115190	04/27/2021	04/27/2021	AW	SHELLY MATERIALS, INC	\$942.96	O
115191	04/27/2021	04/27/2021	AW	DELAWARE CO. SHERIFF'S OFFICE	\$225.00	O
115192	04/27/2021	04/27/2021	AW	JACOB CSIZMADIA	\$135.00	O
115193	04/27/2021	04/27/2021	AW	CHRISTOPHER HARTZLER	\$270.00	O
115194	04/27/2021	04/27/2021	AW	MAXWELL NEWMAN	\$135.00	O
115195	04/27/2021	04/27/2021	AW	JESSE RODRIGUEZ LIPPS	\$135.00	O
115196	04/27/2021	04/27/2021	AW	BOUND TREE MEDICAL, LLC	\$115.81	O
115197	04/27/2021	04/27/2021	AW	ORANGE TOWNSHIP	\$1,231.12	O
115198	04/27/2021	04/27/2021	AW	ABLE SANITATION SERVICE, INC	\$615.00	O
115199	04/27/2021	04/27/2021	AW	42 AUTOMOTIVE INC.	\$497.83	O
115200	04/27/2021	04/27/2021	AW	SKINNER DIESEL SERVICE INC.	\$1,028.35	O
115201	04/27/2021	04/27/2021	AW	SBH MEDICAL LTD	\$498.00	O
115202	04/27/2021	04/27/2021	AW	ALADTEC	\$2,995.00	O
115203	04/27/2021	04/27/2021	AW	BOWLING GREEN STATE UNIVERSITY	\$650.00	O
115206	04/28/2021	04/28/2021	SW	Skipped Warrants 115204 to 115206 Series 1	\$0.00	V
115207	04/28/2021	04/28/2021	AW	EQUITABLE	\$414.48	O
115208	04/28/2021	04/28/2021	AW	DELTA DENTAL	\$2,432.29	O
115209	04/28/2021	04/28/2021	AW	CBIZ BENEFITS	\$123.60	O
115210	04/28/2021	04/28/2021	AW	RESPONSOFT LLC	\$974.00	O
115211	04/28/2021	04/28/2021	AW	MOUNT CARMEL OCCUPATIONAL HEALTH	\$2,985.00	O
115212	04/28/2021	04/28/2021	AW	Ohio Police & Fire Pension Fund	\$35,644.71	O
115213	04/28/2021	04/28/2021	AW	Ohio Public Employees Retirement System	\$6,478.37	O
115214	04/28/2021	04/28/2021	AW	SILCO FIRE & SECURITY	\$466.50	O
115215	04/28/2021	04/28/2021	AW	RHYAN SCHOLL	\$8.98	O
115216	04/28/2021	04/28/2021	AW	TRACTOR SUPPLY CREDIT PLAN	\$419.83	O
115217	04/28/2021	04/28/2021	AW	FRONTIER	\$66.52	O
Total Payments:					\$172,274.18	
Total Conversion Vouchers:					\$0.00	
Total Less Conversion Vouchers:					\$172,274.18	

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.