

# RECORD OF PROCEEDINGS

## CONCORD TOWNSHIP BOARD OF TRUSTEES

Minutes of

Meeting

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

May 25, 2022

Held \_\_\_\_\_ Page 1  
20

### Call to Order

The Concord Township Board of Trustees met in regular session on Wednesday, May 25, 2022 at 7:00 p.m. at the Concord Township Community Building, 6385 Home Road, Delaware, Ohio. Vice Chairman Joe Garrett called the meeting to order and the roll was called; attending were Trustees Joe Garrett and Jason Haney.

### Public Comment

Lori Kannally, Delaware General Health District, updated the Trustees on countywide health activities:

- Home visiting programs have started again. Hospitals are helping to promote WIC and their programs also.
- Routine immunization clinics are being held at Sunbury and Delaware locations.
- Ohio Department of Health has offered a grant incentive for COVID-19 series.
- The Delaware Health department is partnering with SourcePoint and county trail committee to promote age-friendly benches. Benches with arm rails are preferred based on future population ages, obesity factors, and other statistics. Pull-off areas for ADA access/ wheelchairs are also encouraged near bench locations.
- COVID-19 numbers are increasing slightly.
- The Advisory Committee will meet soon for member replacement.

### Approval of Minutes

Mr. Haney moved and Mr. Garrett seconded to approve the minutes of the May 4, 2022 special meeting. Vote: Haney-yes, Garrett-yes.  
Mr. Haney moved and Mr. Garrett seconded to approve the minutes of the May 11, 2022 regular meeting. Vote: Haney-yes, Garrett-yes.

### Financials

- Trustee Garrett certified Fiscal Officer 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	\$8,249,931.83
- Special Revenue Funds	\$3,321,628.56
- Total All Funds	\$11,571,560.39

Mr. Haney moved and Mr. Garrett seconded to approve pending purchase orders and warrants #61-69, 116183-116215, all totaling \$291,113.94. Vote: Haney-yes, Garrett-yes. Appropriation status reports were provided to department supervisors.

### Zoning Department

Mr. Irvine reported that fourteen permits were issued this month. Other zoning items:  
- A nuisance letter was sent about an accessory building on Home Road, and a second letter needs to be sent.  
- A nuisance complaint was received in Lucy Depp, but after investigation is compliant.  
- Mr. Garrett also received a nuisance complaint for a Logan Road property that needs mowed. A 7-day letter will be sent.

### Road / Maintenance Department

Nathan Wilgus, Road Supervisor, discussed the following:

- The south property lines have been marked for the Maynard Road ditch easement project. There are seven spots on both sides that will have Frontier line issues. Mr. Riedel from the County Engineer's office hopes to have the ditch design work done by June 3.
- The first nine catch basin replacements are ready for concrete. They need completed before the road paving starts, but could be delayed.
- There is about 550' of ditch that needs cleaned at Chancel Gate Drive.
- The leased tractor was received and is being used for ditch mowing.
- Still waiting for more pricing for road repairs at Springwick and Crowberry Roads.
- Trash can collection efforts by the road department were discussed and documented. Republic did not pick up the remaining cans after their contract ended. Mr. Garrett moved and Mr. Haney seconded to prepare an invoice to Republic Waste for the township's employees, equipment, and storage use for their remaining trash cans. Vote: Haney-yes, Garrett-yes.

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- Soccer field rental rates at Liberty Township were discussed. A Columbus league has inquired about using Concord Park for organized practice and games.

**Fire Department**

Chief Cooper reported the old fire station beds were placed on GovDeals.com, but only the City of Westerville has placed a bid at \$50. Mr. Garrett moved and Mr. Haney seconded to remove the GovDeals.com post, waive the \$50, and sell the beds to the City of Westerville. Vote: Haney-yes, Garrett-yes.

- The Township Annual Fall Festival was scheduled for October 1, 4-7 pm.
- Full time firefighter interviews will take place June 8.
- Buckeye Valley has discussed adding future modulators at West Elementary.
- Generator power during township building electric outages was discussed. Price quotes for generator hookup will be obtained.

**Old Business**

- Mr. Garrett moved and Mr. Haney seconded to send out another postcard mailing for resident website signups, at a cost not to exceed \$2,000.00. Vote: Haney-yes, Garrett-yes.
- The liquor permit for The Pickle Shack will be sent back to the state with request to place on hold until proper zoning is obtained.

**Fiscal Officer / Correspondence**

- The Annual Report from the Delaware County Regional Planning Commission was available for review.
- The ODNR Capital Improvement Grant scope of work for the park needs amended before the state can make reimbursement to the township. Grant consultant, Mr. Freeman, will be forwarded the request. When amended documents are ready, Mr. Garrett moved and Mr. Haney seconded to appoint Trustee Haney to sign on behalf of the Board of Trustees. Vote: Haney-yes, Garrett-yes.

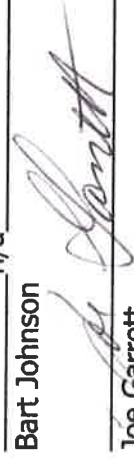

**Adjournment**

With no further business, Mr. Haney moved and Mr. Garrett seconded to adjourn. Vote: Haney-yes, Garrett-yes.

**ATTEST**

  
Fiscal Officer, Jill Davis

**BOARD OF TRUSTEES**

\_\_\_\_\_ n/a  
Bart Johnson  
  
Joe Garrett  
  
Jason Haney

Concord Township Trustee Meeting

May 25, 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

Maynard Road drainage project update

Old Business

Red Tiger update -Haney —None.

New Business

Fire Chief

Fiscal Officer

Adjourn

Cash Summary by Fund

Year 2022

Fund #	Fund Name	Fund 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	\$843,524.79	\$0.00	\$0.00	\$8,592,363.58	\$342,431.75	\$0.00	\$0.00	\$8,249,931.83	\$0.00	\$8,249,931.83
2011	Motor Vehicle License Tax	\$25,139.22	\$0.00	\$8,536.96	\$0.00	\$0.00	\$33,676.18	\$8,212.86	\$0.00	\$0.00	\$25,463.32	\$0.00	\$25,463.32
2021	Gasoline Tax	\$118,646.56	\$0.00	\$80,055.44	\$0.00	\$0.00	\$198,702.00	\$81,481.23	\$0.00	\$0.00	\$117,220.77	\$0.00	\$117,220.77
2031	Road and Bridge	\$834,562.92	\$0.00	\$263,949.80	\$0.00	\$0.00	\$1,098,512.72	\$66,073.78	\$0.00	\$0.00	\$1,032,438.94	\$0.00	\$1,032,438.94
2041	Cemetery	\$20,993.70	\$0.00	\$4,287.80	\$0.00	\$0.00	\$25,281.50	\$3,209.86	\$0.00	\$0.00	\$22,071.64	\$0.00	\$22,071.64
2111	Fire District	\$1,041,488.72	\$4,100.00	\$1,710,735.35	\$0.00	\$0.00	\$2,756,324.07	\$1,276,974.44	\$0.00	\$0.00	\$1,479,349.63	\$0.00	\$1,479,349.63
2231	Permissive Motor Vehicle License Tax	\$46,815.12	\$0.00	\$17,035.36	\$0.00	\$0.00	\$63,850.48	\$3,407.83	\$0.00	\$0.00	\$60,442.65	\$0.00	\$60,442.65
2273	American Rescue Plan Act (ARP)	\$582,230.42	\$0.00	\$2,411.19	\$0.00	\$0.00	\$584,641.61	\$0.00	\$0.00	\$0.00	\$584,641.61	\$0.00	\$584,641.61
Report Total:		\$10,418,580.45	\$4,235.00	\$2,930,536.69	\$0.00	\$0.00	\$13,353,352.14	\$1,781,791.75	\$0.00	\$0.00	\$11,571,560.39	\$0.00	\$11,571,560.39

Last reconciled to bank: 04/30/2022 – Total other adjusting factors: \$0.00

**Payment Listing**  
5/12/2022 to 5/25/2022

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status	
61-2022	05/13/2022	05/13/2022	CH	CBIZ BENEFITS	\$2,501.62	0	
	Purpose:	HEALTH REIMB ACCT (HRA) PLAN					
62-2022	05/16/2022	05/17/2022	CH	CBIZ BENEFITS	\$140.66	0	
	Purpose:	HRA INSUR CLAIM REIMBURSE PLAN					
63-2022	05/16/2022	05/17/2022	CH	ANTHEM BCBS OH GROUP	\$31,724.39	0	
	Purpose:	TWP MEDICAL INSURANCE					
64-2022	05/20/2022	05/23/2022	CH	HR BUTLER, LLC	\$168.84	0	
	Purpose:	PAYROLL PROCESSING FEES					
65-2022	05/20/2022	05/23/2022	CH	HR BUTLER, LLC	\$3,465.07	0	
	Purpose:	PAYROLL AGENCY DEDUCTIONS					
66-2022	05/20/2022	05/23/2022	CH	HR BUTLER, LLC	\$61,105.44	0	
	Purpose:	PAYROLL SALARIES					
67-2022	05/20/2022	05/23/2022	CH	HR BUTLER, LLC	\$17,077.02	0	
	Purpose:	PAYROLL TAXES					
68-2022	05/20/2022	05/23/2022	CH	CBIZ BENEFITS	\$11,015.46	0	
	Purpose:	HEALTH REIMB ACCT (HRA) PLAN					
69-2022	05/23/2022	05/23/2022	CH	DELTA DENTAL	\$2,600.32	0	
	Purpose:	DENTAL INSURANCE 2022					
116183	05/25/2022	05/25/2022	AW	CDK STRUCTURES INC.	\$540.00	0	
	Purpose:	ROAD DEPT ASPHALT MATERIAL					
116184	05/25/2022	05/25/2022	AW	SCHUBERT TENNIS	\$33,220.00	0	
	Purpose:	PARK (CAP.GRANT) PICKLEBALL COURTS					
116185	05/25/2022	05/25/2022	AW	CYRUS CONSTRUCTION	\$25,490.00	0	
	Purpose:	ROAD CURB RAMP REPLACEMENT					
116186	05/25/2022	05/25/2022	AW	HIGGINS & ASSOCIATES	\$160.00	0	
	Purpose:	ZONING BZA COURT REPORTER CUP012022					
116187	05/25/2022	05/25/2022	AW	RS LIGHTNING PROTECTION	\$2,480.00	0	
	Purpose:	FIRE/ROAD LIGHTNING PROTECTION					
116188	05/25/2022	05/25/2022	AW	DEL-CO WATER CO INC	\$217.04	0	
	Purpose:	UTILITIES - ADMIN DEPT, UTILITIES - PARK DEPT, ROAD DEPT UTILITIES, FIRE DEPT UTILITES					
116189	05/25/2022	05/25/2022	AW	BUCKEYE READY-MIX, LLC	\$465.63	0	
	Purpose:	OLLER CEM'Y FOUNDATIONS					
116190	05/25/2022	05/25/2022	AW	STATE HIGHWAY SUPPLY	\$3,422.25	0	
	Purpose:	ROAD DEPT CATCH BASIN REPAIR/MATERIAL					
116191	05/25/2022	05/25/2022	AW	MADISON ENERGY COOP ASSOC INC	\$256.41	0	
	Purpose:	ROAD DEPT UTILITIES					
116192	05/25/2022	05/25/2022	AW	SITEONE LANDSCAPE SUPPLY LLC	\$331.99	0	
	Purpose:	ROAD DEPT SEED STARTER/BASINS, SEED STARTER					
116193	05/25/2022	05/25/2022	AW	LEXIPOL	\$1,470.00	0	
	Purpose:	FIRE DEPT FIRE&EMS TRAINING SEP21-AUG22, FIRE DEPT FIRE&EMS TRAINING SEP22-AUG23					
116194	05/25/2022	05/25/2022	AW	OHIO EDISON	\$654.20	0	
	Purpose:	ROAD DEPT UTILITIES					
116195	05/25/2022	05/25/2022	AW	EQUITABLE	\$444.12	0	
	Purpose:	VISION/LIFE INSURANCE 2022					
116196	05/25/2022	05/25/2022	AW	MICRO CENTER	\$79.92	0	
	Purpose:	FIRE DEPT SURGE PROTECTOR					
116197	05/25/2022	05/25/2022	AW	DELAWARE CO. SHERIFF'S OFFICE	\$180.00	0	
	Purpose:	DEL CO SHERIFF SPECIAL APR-OCT					
116198	05/25/2022	05/25/2022	AW	ALEX RICHISON	\$405.00	0	
	Purpose:	DEL CO SHERIFF SPECIAL APR-OCT					
116199	05/25/2022	05/25/2022	AW	JOHN MIELKE	\$135.00	0	
	Purpose:	DEL CO SHERIFF SPECIAL APR-OCT					
116200	05/25/2022	05/25/2022	AW	JILL DAVIS	\$8.95	0	
	Purpose:	POSTAGE REIMB - CAP GRANT					
116201	05/25/2022	05/25/2022	AW	VERIZON WIRELESS	\$111.62	0	
	Purpose:	FIRE DEPT UTILITIES - CELLS/DATA					
116202	05/25/2022	05/25/2022	AW	CHARTER COMMUNICATIONS	\$142.66	0	
	Purpose:	FIRE DEPT UTILITIES - INTERNET					
116203	05/25/2022	05/25/2022	AW	BOUND TREE MEDICAL, LLC	\$174.27	0	
	Purpose:	FIRE DEPT/EMS DRUG SUPPLIES					
116204	05/25/2022	05/25/2022	AW	ALADTEC	\$3,354.00	0	
	Purpose:	FIRE DEPT ANNUAL SCHEDULING SUBSCRIPTION					

**Payment Listing**  
5/12/2022 to 5/25/2022

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status	
116205	05/25/2022	05/25/2022	AW	SBH MEDICAL LTD	\$528.00	O	
	Purpose:	FIRE DEPT EMS DRUG SUPPLY					
116206	05/25/2022	05/25/2022	AW	MIATI EMBROIDERY	\$805.00	O	
	Purpose:	FIRE DEPT SHIRTS MCIN/PELT, FIRE DEPT SHIRTS SMOTH/HANF, FIRE DEPT BELT RICE, FIRE DEPT SHIRT REESE, FIRE DEPT SHIRT, FIRE DEPT SHIRTS CAPL/REESE, FIRE DEPT PANTS MCIN, FIRE DEPT PANTS/SHIRTS R/K/S/M					
116207	05/25/2022	05/25/2022	AW	KEITH ERNSBERGER	\$827.09	O	
	Purpose:	FIRE DEPT FDIC CONF REG/HOUS/MILE/FD					
116208	05/25/2022	05/25/2022	AW	DATA RESOLUTIONS INC	\$72.56	O	
	Purpose:	ADMIN SERVER RESTART/LOG CHECK					
116209	05/25/2022	05/25/2022	AW	CLASSIC SOLUTIONS INC.	\$48.98	O	
	Purpose:	FIRE DEPT JANITORIAL SUPPLY					
116210	05/25/2022	05/25/2022	AW	INTERSTATE BILLING SERVICE, INC.	\$185.00	O	
	Purpose:	FIRE DEPT LATCH HOOD STRAP					
116211	05/25/2022	05/25/2022	AW	TAYLOR TIRE COMPANY, LTD.	\$1,129.91	O	
	Purpose:	FIRE DEPT M-341 NEW TIRES/ALIGN					
116212	05/25/2022	05/25/2022	AW	GABE HAFNER	\$1,425.22	O	
	Purpose:	FIRE DEPT FDIC CONF REG/HOUS/MILE/FD					
116213	05/25/2022	05/25/2022	AW	GORDON FLESCH CO., INC.	\$62.22	O	
	Purpose:	ADMIN COPIER USAGE MAY-JUN					
116214	05/25/2022	05/25/2022	AW	Ohio Public Employees Retirement System	\$9,878.37	O	
	Purpose:	TWP PENSION CONTRIB APR22					
116215	05/25/2022	05/25/2022	AW	Ohio Police & Fire Pension Fund	\$72,609.71	O	
	Purpose:	FIRE PENSION CONTRIB APR22					
					<u>Total Payments:</u>		
					\$291,113.94		
					<u>Total Conversion Vouchers:</u>		
					\$0.00		
					<u>Total Less Conversion Vouchers:</u>		
					\$291,113.94		

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.