

# RECORD OF PROCEEDINGS CONCORD TOWNSHIP BOARD OF TRUSTEES

## Call to Order

The Concord Township Board of Trustees met in regular session on July 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, Fire Chief Todd Cooper, and Fiscal Officer Jill Davis.

The meeting was held in person, as well as via teleconference.

Mr. Garrett moved and Mr. Haney seconded to approve the minutes of the July 14, 2021 regular meeting. Vote: Haney-yes, Garrett-yes, Johnson-yes.

Mr. Garrett moved and Mr. Haney seconded to approve the minutes from the July 24, 2021 special meeting. Vote: Haney-yes, Garrett-yes, Johnson-yes.

## Public Input

- Trevor Manendo, 5123 Valley View Lane, Powell, discussed safety concerns with the emergency access gate next to his property. The gate is closed except for fire/safety vehicles. People are driving across the back corner of his property and around the emergency access gate to enter the neighboring subdivision. Since the developer has turned over the development to the homeowners' association, the emergency access gate area is now controlled by the HOA. The Trustees have no authority over the area, so will find out who to contact about installing trees or shrubs next to the gate.

- Doug Riedel from the Delaware County Engineer's Office discussed upcoming projects:

- 1. An estimate for curb repairs was presented. After review, Mr. Haney moved and Mr. Garrett seconded to approve the quote from Decker Construction for \$114,871.80 for township curb repairs. The work schedule is unknown and the Trustees requested lead time so homeowners can be notified. Vote: Haney-yes, Garrett-yes, Johnson-yes.
- 2. An estimate for Bunty Station Road re-paving was presented as an Ohio Public Works Commission project. It would be a "mill and fill" project and would not include driveway repairs (with homeowner approval) at \$250/ton extra. Some drives need fill to adjust angles of entry. No action taken; quote to be revised.
- 3. Concord Road "SAMI" repairs are scheduled for tomorrow from Glick to Harriott Roads. It was noted the chip and seal north of Harriott Road is temporary and will be covered/sealed a few days later.
- George Thomas of Atlantic Emergency Solutions Inc. presented information on a new fire truck. Chief Cooper noted everything would be on the single axle truck that the department would need, and a contract was forwarded to the Prosecutor's office for review. The truck committee consisted of members from all three department units, and met for a year to determine to specifications for the new truck. Before final discounts, the current cost is at \$1,312,563 (\$43,000 less if pre-paid within 30 days of signed contract). Costs will increase 4% next year due to aluminum prices. Loans are available but the township is not supposed to use installment loans per Ohio law. After discussion, Mr. Haney moved and Mr. Johnson seconded to approve purchase of a Pierce Arrow XT fire ladder truck, not to exceed \$1,312,563, cost split between fire fund and general fund, with Prosecutor's contract approval. The life of the truck is 20-25 years, and the township is anticipating sale of the current ladder truck, a 2001 Sutphen. Vote: Haney-yes, Garrett-yes, Johnson-yes.
- The Trustees wish to acknowledge with appreciation the quick thinking of Lieutenant Jerry Held at an accident scene this week to move a wrecked vehicle out of the way so emergency responders could get through the road to another accident. Trustee Haney noted he also received a thank you call from past Trustee Karen Koch that the fire department took care of a tree on Merchant Road last Saturday morning, and had the road back open within 20 minutes.

# RECORD OF PROCEEDINGS CONCORD TOWNSHIP BOARD OF TRUSTEES

Held \_\_\_\_\_

- Jason Kentner of Implement LLC discussed landscape standard examples as compared to current landscape screening of approved developments. Screening areas compared were right-of-way, adjacent property, and line of sight levels. Much discussion was held. The Trustees would like to move forward with the process of presenting to the Zoning Commission for implementation within the zoning code and PRD developments zoning process. It needs to be verified that a developer can get 1.5 density (per code) using available developable space (per the acreage) with existing plants and screening.

### 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	\$7,923,281.68
- Special Revenue Funds	<u>\$3,094,420.00</u>
- Total All Funds	\$11,017,701.68

Therefore, Mr. Haney moved and Mr. Garrett seconded to approve pending purchase orders, warrants, and vouchers #84-89, 115421-115463, all totaling \$177,027.94. Vote: Haney-yes, Garrett-yes, Johnson-yes. Bank Statements for June were also presented for review.

### Road Department

- Mr. Garrett moved and Mr. Johnson seconded to hire Nathan Wilgus as Road Department Supervisor at \$55,000 per year salary, with 3 weeks annual vacation time and 2 weeks annual sick time, with full insurance benefits available, effective Monday, July 26, 2021. Vote: Haney-yes, Garrett-yes, Johnson-yes.
- Mr. Garrett moved and Mr. Haney seconded to promote David Kreidler from part-time Road Department employee to full-time at \$20.00 per hour, with 2 weeks annual vacation time and 2 weeks annual sick time, with full insurance benefits available, effective Monday, July 26, 2021. Vote: Haney-yes, Garrett-yes, Johnson-yes.
- The backhoe needs repair. A quote was obtained from Southeastern Equipment for the repairs (\$12,000-\$14,000 estimated), as well as the option of trading it against a new backhoe. After discussion, Mr. Haney moved and Mr. Johnson seconded to approve the purchase of a new Case 580SN 4WD T4 backhoe from Southeastern Equipment for the ODOT bid contract price of \$91,913.00. Trade-in value of the current backhoe is estimated at \$11,000. Vote: Haney-yes, Garrett-yes, Johnson-yes.
- Mr. Haney moved and Mr. Garrett seconded to approve purchase of a 19 foot flat deck Eager Beaver beavertail/ramp trailer from Southeastern Equipment for \$13,860.00. Vote: Haney-yes, Garrett-yes, Johnson-yes.
- Mr. Johnson moved and Mr. Haney seconded to approve purchase of a 1.62 cubic yard standard duty loader bucket from Southeastern Equipment in the amount of \$2,700.00. This purchase is to correct a safety issue with the current oversized loader bucket. Vote: Haney-yes, Garrett-yes, Johnson-yes.
- It was noted the township speed trailer would be set on Bunty Station Road.
- The dump truck that was sold to Chatfield Township is not running well and was sent by them back to Rush Truck.
- A resident has offered to work for the township to mow ditches on a part-time basis. Mr. Johnson moved and Mr. Haney seconded to grant Trustee Garrett the authority to hire a part-time road department employee for mowing ditches at \$15.00 per hour. Vote: Haney-yes, Garrett-yes, Johnson-yes.
- It was noted a stretch of road on MacDonald is still under water and turning green. Another catch basin is needed for proper drainage.

### Zoning Department

- Mr. Irvine reported 15 zoning permits were issued since the last meeting, 6 for new houses.



**RECORD OF PROCEEDINGS  
CONCORD TOWNSHIP BOARD OF TRUSTEES**

July 28, 2021

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Held

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- The Board of Zoning Appeals will meet mid-August for a set-back variance.
- The Zoning Commission will meet on August 3, 2021 for zoning code and comprehensive plan change approvals before being forwarded to the Trustees.
- The nuisance complaint for clean-up at 5143 Thomson Lane is slow; a second letter was sent for more action.
- A 14-day notice was sent to a Brodie Blvd property for mowing; no action yet.
- A resident contacted the township about path construction and top-coat of asphalt that was not completed at the Meadows at Home Road. It was noted the County Engineer's office may have changed the final development plan also. The resident has asked for a follow up, so need to contact the County about changes and also go to developer to push for the path construction.

**Fire Department**

- The mower auction on GovDeals is currently at \$800 and the Ford Ranger is at \$260.
- The three part-time firefighters that were hired have gear and have completed shifts for orientation.
- Chief Cooper noted to request a couple dumpsters from Republic when the next contract is considered.
- The first union negotiation meeting was held for renewal in January 2022. Trustee Garrett attended on behalf of the Board of Trustees.

**Fiscal Officer**

- A January-June summary was received from Medicount for EMS billing services.
- The biennial audit by the State of Ohio Auditor's office is nearing completion. A draft report was received with no issues. Trustee Johnson signed the representation letter.
- Update on American Rescue Plan Act (ARP) funding: another ARP webinar was attended today by the Fiscal Officer, hosted by Ohio Township Association, on potential uses and updated guidelines. Registration is now and specific community needs may be met with the funding through 2024. More details to come.
- Correspondence was received from Lori Kannally from the Delaware General Health District. A teen vaccination clinic was scheduled for tomorrow evening, and COVID positive cases in Delaware County have increased in the last 14 days.

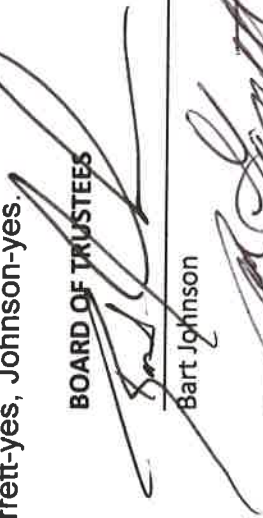
**Adjournment**

With no further business, Mr. Garrett moved and Mr. Haney seconded to adjourn at 9:45 pm. 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

July 28, 2021

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

Roll Call

Approve Minutes

Public Input

Doug Reidal ADA ramp bids  
Preservation Parks

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

New Business

Hire new Road department supervisor

Fire Chief

New Quint bids final numbers

Fiscal Officer

Executive Session

Fire contract discussions

Adjourn

CONCORD TOWNSHIP, DELAWARE COUNTY  
Cash Summary by Fund  
Year 2021

Fund #	Fund Name	Fund Balance 11/2021	Fund Balance Adjustments	Revenue (excluding transfers and advances in)	Transfers In	Advances In	Fund & Revenue Adjustments	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	\$861,271.87	\$0.00	\$0.00	\$8,303,798.51	\$380,516.83	\$0.00	\$0.00	\$7,923,281.68	\$0.00	\$7,923,281.68
2011	Motor Vehicle License Tax	\$27,634.27	\$0.00	\$11,557.00	\$0.00	\$0.00	\$39,191.27	\$5,077.20	\$0.00	\$0.00	\$34,114.07	\$0.00	\$34,114.07
2021	Gasoline Tax	\$147,076.11	\$0.00	\$109,659.67	\$0.00	\$0.00	\$256,735.78	\$143,434.85	\$0.00	\$0.00	\$113,300.93	\$0.00	\$113,300.93
2031	Road and Bridge	\$1,085,164.07	\$0.00	\$318,844.35	\$0.00	\$0.00	\$1,404,008.42	\$68,722.50	\$0.00	\$0.00	\$1,335,285.92	\$0.00	\$1,335,285.92
2041	Cemetery	\$10,474.41	\$0.00	\$10,187.23	\$0.00	\$0.00	\$20,661.64	\$3,126.68	\$0.00	\$0.00	\$17,534.96	\$0.00	\$17,534.96
2111	Fire District	\$1,437,563.82	\$0.00	\$1,699,283.08	\$0.00	\$0.00	\$3,136,846.90	\$1,602,744.13	\$0.00	\$0.00	\$1,534,102.77	\$0.00	\$1,534,102.77
2231	Permissive Motor Vehicle License Te	\$45,219.97	\$0.00	\$23,831.62	\$0.00	\$0.00	\$69,051.59	\$8,970.24	\$0.00	\$0.00	\$60,081.35	\$0.00	\$60,081.35
Report Total:		\$10,195,659.29	\$0.00	\$3,034,634.82	\$0.00	\$0.00	\$13,230,294.11	\$2,212,592.43	\$0.00	\$0.00	\$11,017,701.68	\$0.00	\$11,017,701.68

Last reconciled to bank: 05/28/2021 – Total other adjusting factors: \$2,097.09  
It is good practice to reconcile account balances with the bank every month. A current reconciliation should be posted for your financial records and for auditing purposes.

Payment Listing

7/15/2021 to 7/28/2021

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
84-2021	07/15/2021	07/19/2021	CH	PNC BANK	\$1,373.65	O
	Purpose: ZONING POSTAGE, BUNTY STA RD PROJ PARTS, FIRE DEPT SUPPLIES, FIRE DEPT FIRST AID TRAINING					
85-2021	07/16/2021	07/19/2021	CH	HR BUTLER, LLC	\$97.91	O
	Purpose: PAYROLL PROCESSING FEES 2020					
86-2021	07/16/2021	07/19/2021	CH	HR BUTLER, LLC	\$2,742.32	O
	Purpose: PAYROLL AGENCY DEDUCTIONS					
87-2021	07/16/2021	07/19/2021	CH	HR BUTLER, LLC	\$56,153.39	O
	Purpose: PAYROLL SALARIES 071621					
88-2021	07/16/2021	07/19/2021	CH	HR BUTLER, LLC	\$16,769.85	O
	Purpose: PAYROLL TAXES WITHHELD 071621					
89-2021	07/16/2021	07/19/2021	CH	ANTHEM BCBS OH GROUP	\$27,111.84	O
	Purpose: MEDICAL INSURANCE APR21, MEDICAL INSURANCE MAY-DEC21					
115421	07/28/2021	07/28/2021	AW	DELTA DENTAL	\$2,279.03	O
	Purpose: TWP DENTAL INSURANCE APR-DEC					
115422	07/28/2021	07/28/2021	AW	EQUITABLE	\$380.64	O
	Purpose: TWP VISION INSURANCE MAY-DEC					
115423	07/28/2021	07/28/2021	AW	VALTECH COMMUNICATIONS	\$284.96	O
	Purpose: UTILITIES - ADMIN DEPT					
115424	07/28/2021	07/28/2021	AW	FYDA FREIGHTLINER COLUMBUS, INC.	\$37.32	O
	Purpose: ROAD DEPT HOOD LATCH REPAIR					
115425	07/28/2021	07/28/2021	AW	GORDON FLESCH CO., INC.	\$252.49	V
	Purpose: ADMIN COPIER USAGE					
115425	07/28/2021	07/28/2021	AW	GORDON FLESCH CO., INC.	-\$252.49	V
115426	07/28/2021	07/28/2021	SW	Skipped Warrants 115426 to 115426 Series 1	\$0.00	V
	Purpose: Skipped Warrants 115426 to 115426 with Payment Series of 1					
115427	07/28/2021	07/28/2021	AW	TAYLOR TIRE COMPANY, LTD.	\$270.00	V
	Purpose: ROAD DEPT TIRE REPAIR FS AT2					
115427	07/28/2021	07/28/2021	AW	TAYLOR TIRE COMPANY, LTD.	-\$270.00	V
115428	07/28/2021	07/28/2021	AW	THE DEXTER COMPANY	\$637.30	V
	Purpose: ROAD DEPT SPREAD/GATE INSTALL					
115428	07/28/2021	07/28/2021	AW	THE DEXTER COMPANY	-\$637.30	V
115429	07/28/2021	07/28/2021	AW	TAYLOR TIRE COMPANY, LTD.	\$270.00	O
	Purpose: ROAD DEPT TIRE REPAIR FS AT2					
115430	07/28/2021	07/28/2021	AW	THE DEXTER COMPANY	\$637.30	O
	Purpose: ROAD DEPT SPREAD/GATE INSTALL					
115431	07/28/2021	07/28/2021	AW	FIRE SAFETY SERVICES, INC.	\$202.00	O
	Purpose: FIRE DEPT CO GAS METER					
115432	07/28/2021	07/28/2021	AW	DELAWARE CO. SHERIFF'S OFFICE	\$200.00	O
	Purpose: FIRE DEPT EMPLOY BCI CHECKS					
115433	07/28/2021	07/28/2021	AW	AMANDA PLUMBING	\$351.47	O
	Purpose: FIRE DEPT SHUTOFF VALVE REPAIRS					
115434	07/28/2021	07/28/2021	AW	UPBEAT SITE FURNISHINGS	\$1,925.69	O
	Purpose: PARK BENCHES - WILDFLOWER GRANT PROJECT					
115435	07/28/2021	07/28/2021	AW	MADISON ENERGY COOP ASSOC INC	\$33.71	O
	Purpose: ROAD DEPT UTILITIES					
115436	07/28/2021	07/28/2021	AW	CBIZ BENEFITS	\$118.45	O
	Purpose: HRA INSUR CLAIM REIMBURSE PLAN					
115437	07/28/2021	07/28/2021	AW	DEL-CO WATER CO INC	\$230.00	O
	Purpose: FIRE DEPT UTILITIES					
115438	07/28/2021	07/28/2021	AW	MILLCREEK GARDENS LLC	\$217.84	O
	Purpose: PARK/GROUNDS FLOWERS					
115439	07/28/2021	07/28/2021	AW	OHIO EDISON	\$1,804.68	O
	Purpose: FIRE DEPT UTILITIES					
115440	07/28/2021	07/28/2021	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					
115441	07/28/2021	07/28/2021	AW	MAXWELL NEWMAN	\$270.00	O
	Purpose: SPECIAL DUTY SHERIFF 15 SHIFTS/MO, 100 OF 157.5 SHIFTS THRU 10/31/21					
115442	07/28/2021	07/28/2021	AW	COLTON LYBARGER	\$270.00	O
	Purpose: SPECIAL DUTY SHERIFF 15 SHIFTS/MO, 100 OF 157.5 SHIFTS THRU 10/31/21					
115443	07/28/2021	07/28/2021	AW	TIME WARNER CABLE	\$137.65	O
	Purpose: FIRE DEPT UTILITIES					



**Payment Listing**  
7/15/2021 to 7/28/2021

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status	
115444	07/28/2021	07/28/2021	AW	BOUND TREE MEDICAL, LLC	\$313.66	0	
	Purpose:	FIRE/EMS DRUG SUPPLIES					
115445	07/28/2021	07/28/2021	AW	O.E. MEYER CO.	\$126.24	0	
	Purpose:	FIRE DEPT O2 GAS SUPPLY					
115446	07/28/2021	07/28/2021	AW	TAYLOR TIRE COMPANY, LTD.	\$1,776.75	0	
	Purpose:	FIRE DEPT BRAKE REPAIRS					
115447	07/28/2021	07/28/2021	AW	FIRE CHIEFS' ASSOC OF DELAWARE CO	\$100.00	0	
	Purpose:	FIRE CHIEF CO ASSOC DUES					
115448	07/28/2021	07/28/2021	AW	RHYAN SCHOLL	\$39.00	0	
	Purpose:	FIRE DEPT OFFICE/BINDER SUPPLIES					
115449	07/28/2021	07/28/2021	AW	TODD COOPER	\$35.05	0	
	Purpose:	FIRE DEPT FASTENER SUPPLY					
115450	07/28/2021	07/28/2021	AW	ORANGE TOWNSHIP	\$245.00	0	
	Purpose:	FIRE DEPT E343 AVC & SEAT BELT REPAIRS					
115451	07/28/2021	07/28/2021	AW	JILL DAVIS	\$127.00	0	
	Purpose:	ADMINIZON POSTAGE REIMB					
115452	07/28/2021	07/28/2021	AW	OHIGRO, INC	\$724.68	0	
	Purpose:	BUNTY STA SEED,FERT,STRAW					
115453	07/28/2021	07/28/2021	AW	SHELLY MATERIALS, INC	\$478.50	0	
	Purpose:	PARK PATH STONE					
115454	07/28/2021	07/28/2021	AW	WALMART COMMUNITY	\$261.88	0	
	Purpose:	FIRE & TWP BLDG SUPPLIES					
115455	07/28/2021	07/28/2021	AW	LOWE'S COMPANIES, INC	\$575.32	0	
	Purpose:	ROAD DEPT BUNTY STA MATERIALS, OLLER CEMETERY FOOTER BOARDS, FIRE DEPT SUPPLIES/SHOPVAC					
115456	07/28/2021	07/28/2021	AW	GINGWAY PRODUCTS INC.	\$712.16	0	
	Purpose:	BUMPER REPAIR PARTS					
115457	07/28/2021	07/28/2021	AW	ADVANCED DRAINAGE SYSTEMS, INC.	\$267.04	0	
	Purpose:	ROAD DEPT BUNTY ST TILE PARTS					
115458	07/28/2021	07/28/2021	AW	REPUBLIC SERVICES	\$350.00	0	
	Purpose:	PARK (CAP GRANT) DUMPSTER RENTAL					
115459	07/28/2021	07/28/2021	AW	SUNBELT RENTALS INC	\$747.59	0	
	Purpose:	ROAD DEPT BUNTY STA EQ RENTAL					
115460	07/28/2021	07/28/2021	AW	UNITED RENTALS INC	\$164.97	0	
	Purpose:	ROAD BUNTY STA STRAW BLOWER					
115461	07/28/2021	07/28/2021	AW	SOUTHEASTERN EQUIPMENT CO., INC.	\$5,198.90	0	
	Purpose:	PARK GRANT EQ RENTAL - PKG LOT & DEMO					
115462	07/28/2021	07/28/2021	AW	Ohio Police & Fire Pension Fund	\$42,891.94	0	
	Purpose:	FIRE DEPT PENSION CONTRIB JUN21					
115463	07/28/2021	07/28/2021	AW	Ohio Public Employees Retirement System	\$7,812.56	0	
	Purpose:	TWP PENSION CONTRIB JUN21					
Total Payments:					\$177,027.94		
Total Conversion Vouchers:					\$0.00		
Total Less Conversion Vouchers:					\$177,027.94		

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.

Held June 29, 2021

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The Concord Township Board of Trustees met in special session on Tuesday, June 29, 2021 at 2:30 p.m. at the Concord Township Administrative Building, 6385 Home Road, Delaware, Ohio. The purpose of the special meeting was to consider economic development opportunities within the township.

Chairman Bart Johnson called the meeting to order and the roll was called. In attendance were Trustees Bart Johnson, Joe Garrett, and Jason Haney. Guests included Sean Baines from Red Tiger Investments LLC and Allen Freeman from 50+1 Public Policy Initiatives.

Mr. Freeman and Mr. Baines talked about economic development options, the character of the township, zoning, limited commercial area within the township, and how options tie to comprehensive plan designations. Mr. Johnson requested a proposal from Mr. Baines.

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

ATTEST

  
Fiscal Officer, Jill Davis

BOARD OF TRUSTEES

  
Bart Johnson  
  
Joe Garrett  
  
Jason Haney