

RECORD OF PROCEEDINGS

CONCORD TOWNSHIP BOARD OF TRUSTEES

August 12, 2020

Held

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The Concord Township Board of Trustee met in regular session on August 12, 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, Zoning Inspector Ric Irvine, Road Superintendent Joe Holloway, 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. Johnson seconded to approve the minutes of the previous meeting July 22, 2020. Vote: Haney-abstain, Garrett-yes, Johnson-yes.

Financials

Chairman Johnson certified Fiscal Officer Davis provided the 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	\$6,975,870.75
Special Revenue Funds	\$2,100,819.78
Total All Funds	\$9,076,690.53

Therefore, Mr. Garrett moved and Mr. Haney seconded to approve pending purchase orders, warrants, and vouchers #34-38, 17034-17063, except #17045, all totaling \$196,752.68. Vote: Haney-yes, Garrett-yes, Johnson-yes.

Mr. Haney moved and Mr. Johnson seconded to approve pending warrant #17045. Vote: Haney-yes, Garrett-abstain, Johnson-yes. Bank statements ending July 31, 2020 were also reviewed and initialed.

Zoning Department

- Mr. Ric Irvine reported he has issued 24 zoning permits since the previous meeting. His report was emailed to Trustees prior to the meeting.
- Three Nuisance cases (on Freshwater, Park Ridge, and Edgewood) have resulted in no response to Zoning Department letters. Therefore, the Trustees agreed to forward the cases onto the Assistant Prosecuting Attorney for preparation of Resolutions for further action.
- Another complaint was received about the previous Logan Road nuisance property. A letter will be sent.
- The previous Mohican Drive nuisance property has another unlicensed vehicle on site. A letter will be sent.
- It was noted two above-ground pools are located in the front yards of two properties on South Section Line Road. Pools must be behind the house. Letter will be sent.
- Mr. Garrett received a call asking if a mobile home could be placed on a foundation. Mr. Irvine will follow-up with the request.
- It was noted someone may have been living full time in a camper at a US42 property. Mr. Irvine will follow-up on the complaint.
- Someone buying a property near Buckeye Drive and South Park Place was seeking information about placement of pools and accessory buildings. Mr. Johnson provided information to the requester to follow setbacks and get property(ies) surveyed.

Road Department

- The original ten catch basins in Tartan Fields were repaired within the \$4,500 budget.
- New estimate is needed for another round of catch basin repairs. After discussion, Mr. Garrett moved and Mr. Haney seconded to approve \$10,000 for additional catch basin repairs in Tartan Fields. Vote: Haney-yes, Garrett-yes, Johnson-yes.

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The township is saving about \$1,000 per catch basin by completing the repairs in-house rather than using a contractor.

- Discussion was held on adding specifications in the future for developers to use better catch basin risers. Additional catch basins may be repaired also on Tillinghast, Mackenzie, and behind the school, and Scioto Reserve. More visual inspections are needed.
- A resident's sprinkler head was damaged during one of the catch basin repairs, and was fixed by the Road Department.
- The County will be re-asphalting (full depth repair) on Park Place. The township still has to dig out 2" prior to the repair.
- The road department completed initial grader patching in Lucy Depp, but requested more to be done. Mr. Garrett moved and Mr. Haney seconded to approve \$10,000 for additional grader patching in Lucy Depp. Vote: Haney-yes, Garrett-yes, Johnson-yes.
- A water drainage issue at 6164 Chancel Gate was discussed and will be inspected.
- The road department computer is purchased and ready for use. Mr. Johnson will arrange internet service at the road office.
- An email was received about how nice Mills Cemetery looks. It was noted two headstones need repaired, along with a few in other township cemeteries.

Old Business

The Scioto Reserve community building has been offered as a site to hold the rezoning hearing for a new development. Mr. Johnson has sent the information to the Assistant Prosecuting Attorney to see if the site would meet the requirements. The fire station was also discussed as an option for the hearing. The Zoning Commission Chair will also be consulted.

New Business

Mr. Garrett discussed headstone restoration at Oller Cemetery by Tim Foor. He also mentioned restoring and preserving the Hill Cemetery someday, where many of the founders of the township are buried. After discussion, Mr. Haney moved and Mr. Garrett seconded to approve hiring Tim Foor to restore old headstones at Oller Cemetery at a cost of \$2,000 for two days. Vote: Haney-yes, Garrett-yes, Johnson-yes. Mr. Garrett would also like to make an annual budget for cemetery headstone maintenance starting in 2021.

Mr. Haney noted Richard Kuhn resigned from the road department last month and will be missed. The township thanked Richard for all his hard work; he was a wonderful and fantastic employee to work with.

Fire Department

The vehicle orders are ready at Byers Ford. The two new fire department vehicles will be picked up tomorrow, and the road department vehicle will be picked up next week after the side mirror is repaired from delivery.

Fiscal Officer

- The Strawser Construction payment will continue being held until final repairs are made.
- The prairie project has used about 50% of the \$10,000 budget. Discussion was held on finishing the balance of the project.
- Revenue Estimates (tax budget) for 2021 were completed and sent to the County Auditor by the deadline.
- Due to the CARES Act relief fund credit received by the township, the appropriation expense budget required an amendment. Therefore, Mr. Haney moved and Mr. Johnson seconded to adopt Resolution #081220-1 to provide for township expenditures ending December 31, 2020, that the appropriations be amended to allow expenditures of the CARES Act relief fund of \$22,034.71, increasing the total appropriations to \$11,086,034.71. Vote: Haney-yes, Garrett-yes, Johnson-yes.

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- Correspondence was received from the Delaware County Budget Commission requiring additional information for any levied funds where the carryover balance is 75% or greater than the amount appropriated. Mrs. Davis will review funds to determine if a response is required.
- The 2020-2021 road salt bid results were received, and Cargill provided the lowest bid. Therefore, Mr. Johnson moved and Mr. Haney seconded to award the 2020-2021 winter road salt contract to Cargill at a cost of \$43.86 per ton for up to 750 tons. Vote: Haney-yes, Garrett-yes, Johnson-yes.
- Correspondence was received from Ohio Insurance Agency offering to quote benefits.

With no further business, Mr. Garrett moved and Mr. Haney 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

August 12, 2020

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

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

Curb inlet work update

Old Business

New Business

Cemetery Headstone maintenance

Fire Chief

Fiscal Officer

Adjourn

Payment Listing

7/23/2020 to 8/12/2020

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
34-2020	07/30/2020	07/30/2020	CH	HR BUTLER, LLC	\$160.01	O
35-2020	07/30/2020	07/30/2020	CH	HR BUTLER, LLC	\$6,128.37	O
36-2020	07/30/2020	07/30/2020	CH	HR BUTLER, LLC	\$49,811.74	O
37-2020	07/30/2020	07/30/2020	CH	HR BUTLER, LLC	\$12,225.25	O
38-2020	08/03/2020	08/03/2020	CH	CBIZ BENEFITS	\$7,077.03	O
17034	08/12/2020	08/12/2020	AW	ALL-WIN ELECTRIC LLC	\$404.00	O
17035	08/12/2020	08/12/2020	AW	BYERS FORD	\$40,094.00	O
17036	08/12/2020	08/12/2020	AW	BYERS FORD	\$36,507.00	O
17037	08/12/2020	08/12/2020	AW	BYERS FORD	\$31,020.00	O
17038	08/12/2020	08/12/2020	AW	CFIS GROUP INC.	\$131.52	O
17039	08/12/2020	08/12/2020	AW	FRANKLIN EQUIPMENT LLC	\$215.05	O
17040	08/12/2020	08/12/2020	AW	JOHN DEERE FINANCIAL	\$130.64	O
17041	08/12/2020	08/12/2020	AW	THE HARDWARE EXCHANGE	\$261.01	O
17042	08/12/2020	08/12/2020	AW	OHIGRO, INC	\$973.17	O
17043	08/12/2020	08/12/2020	AW	FRONTIER	\$333.10	O
17044	08/12/2020	08/12/2020	AW	SILCO FIRE & SECURITY	\$979.50	O
17045	08/12/2020	08/12/2020	AW	50+1 PUBLIC POLICY INITIATIVES	\$1,200.00	O
17046	08/12/2020	08/12/2020	AW	WASHINGTONS HARDWARE AND AUTO P,	\$1,742.19	O
17047	08/12/2020	08/12/2020	AW	VALTECH COMMUNICATIONS	\$183.84	O
17048	08/12/2020	08/12/2020	AW	TRACTOR SUPPLY CREDIT PLAN	\$669.27	O
17049	08/12/2020	08/12/2020	AW	PNC BANK	\$598.64	O
17050	08/12/2020	08/12/2020	AW	THE A-MAC GROUP LLC	\$196.00	O
17051	08/12/2020	08/12/2020	AW	NOLL-FISHER INC	\$280.00	O
17052	08/12/2020	08/12/2020	AW	GORDON FLESCH CO., INC.	\$28.81	O
17053	08/12/2020	08/12/2020	AW	RIC IRVINE, ZONING INSPECTOR	\$40.00	O
17054	08/12/2020	08/12/2020	AW	BEEEM'S BP DIST INC	\$1,362.27	O
17055	08/12/2020	08/12/2020	AW	COLUMBIA GAS	\$239.49	O
17056	08/12/2020	08/12/2020	AW	SBH MEDICAL LTD	\$346.50	O
17057	08/12/2020	08/12/2020	AW	GALLS, LLC - DBA ROY TAILORS UNIFORM	\$105.23	O
17058	08/12/2020	08/12/2020	AW	O.E. MEYER CO.	\$10.40	O
17059	08/12/2020	08/12/2020	AW	BOUND TREE MEDICAL, LLC	\$2,280.80	O
17060	08/12/2020	08/12/2020	AW	BUZZ'S SAW SERVICE	\$36.50	O
17061	08/12/2020	08/12/2020	AW	DELAWARE GAZETTE	\$194.55	O
17062	08/12/2020	08/12/2020	AW	SUTPHEN CORPORATION	\$6.80	O
17063	08/12/2020	08/12/2020	AW	Ohio Department of Job & Family Services	\$780.00	O
Total Payments:					\$196,752.68	
Total Conversion Vouchers:					\$0.00	
Total Less Conversion Vouchers:					\$196,752.68	

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

CONCORD TOWNSHIP, DELAWARE COUNTY

Cash Summary by Fund

Year 2020

Fund #	Fund Name	Fund Balance 1/1/2020	Fund Adjustments	Revenue (excluding transfers in and advances in)	Transfers in	Advances in	Fund & Adjustments & Revenue	Total Expenditures (including transfers and advances out)	Transfers Out	Advances Out	Fund Balance 12/31/2020	Non-Pooled Balance	Pooled Balance
1000	General	\$6,542,094.84	\$0.00	\$864,521.39	\$0.00	\$0.00	\$7,406,616.23	\$430,745.48	\$0.00	\$0.00	\$6,975,870.75	\$0.00	\$6,975,870.75
2011	Motor Vehicle License Tax	\$19,613.08	\$0.00	\$9,783.05	\$0.00	\$0.00	\$29,396.13	\$9,555.05	\$0.00	\$0.00	\$19,841.08	\$0.00	\$19,841.08
2021	Gasoline Tax	\$94,643.56	\$0.00	\$104,917.08	\$0.00	\$0.00	\$199,560.64	\$120,830.26	\$0.00	\$0.00	\$78,730.38	\$0.00	\$78,730.38
2031	Road and Bridge	\$1,122,116.58	\$0.00	\$245,624.58	\$0.00	\$0.00	\$1,367,741.16	\$190,036.98	\$0.00	\$0.00	\$1,177,704.18	\$0.00	\$1,177,704.18
2041	Cemetery	\$11,940.39	\$0.00	\$10,565.20	\$0.00	\$0.00	\$22,505.59	\$7,463.28	\$0.00	\$0.00	\$15,042.31	\$0.00	\$15,042.31
2111	Fire District	\$836,107.27	\$0.00	\$1,671,674.10	\$0.00	\$0.00	\$2,507,781.37	\$1,748,862.01	\$0.00	\$0.00	\$758,919.36	\$0.00	\$758,919.36
2231	Permissive Motor Vehicle License Tax	\$32,098.74	\$0.00	\$19,782.19	\$0.00	\$0.00	\$51,880.93	\$23,333.17	\$0.00	\$0.00	\$28,547.76	\$0.00	\$28,547.76
2901	CARES Act Coronavirus Relief Fund	\$0.00	\$0.00	\$22,034.71	\$0.00	\$0.00	\$22,034.71	\$0.00	\$0.00	\$0.00	\$22,034.71	\$0.00	\$22,034.71
Report Total:		\$8,658,614.46	\$0.00	\$2,948,902.30	\$0.00	\$0.00	\$11,607,516.76	\$2,530,826.23	\$0.00	\$0.00	\$9,076,690.53	\$0.00	\$9,076,690.53

Last reconciled to bank: 06/30/2020 -- Total other adjusting factors: \$5,327.83

**CONCORD TOWNSHIP BOARD OF TRUSTEES
APPROPRIATIONS AMENDMENT RESOLUTION # 081220-1**

The Board of Trustees of Concord Township, Delaware County, Ohio, met in regular session on the 12th of August, 2020 at the Concord Township Administrative Building with the following members present:

Mr. Johnson

Mr. Garrett

Mr. Haney

Mr. Haney moved the adoption of the following Resolution:

BE IT RESOLVED by the Board of Trustees of Concord Township, Delaware County, Ohio that to provide for the current expenses and other expenditures of said Board of Trustees, during the fiscal year ending December 31, 2020, the following sums in the CARES ACT RELIEF FUND are ADDED as shown below, effective August 12, 2020, and are hereby set aside and appropriated, for the several purposes for which expenditures are to be made for and during said fiscal year, as follows:

January 1, 2020 - Current:

CURRENT FUNDS

That there be appropriated from all Current Funds:

Total All Current Funds: **\$11,064,000.00**

Effective August 12, 2020 - New:

CARES ACT RELIEF FUND

That there be appropriated from the Care Act Relief Fund:

Qualified CARES Act Relief Fund Expenditures **\$22,034.71**
Total CARES Act Relief Fund: **\$22,034.71**

NEW TOTAL ALL FUNDS:

\$11,086,034.71

Mr. Johnson seconded the Resolution, and the roll being called upon its adoption, the vote resulted as follows:

Mrs. Haney Y

Mrs. Garrett Yes

Mrs. Johanson Yes

Adopted 8/12/2020 Jim Davis
Fiscal Officer

The STATE OF OHIO, DELAWARE COUNTY, ss:

I, Jim Davis, Fiscal Officer of Concord Township, Delaware County, Ohio, and in whose custody the Records of said Township are required be kept, do hereby certify that the foregoing Resolution was taken and copied from the original Resolution now on file, and has been compared by me to be a true and correct copy thereof.

WITNESS my signature, this 12th day of August, 2020

Jim Davis
Fiscal Officer