

# RECORD OF PROCEEDINGS

## CONCORD TOWNSHIP BOARD OF TRUSTEES

### Call to Order and Roll Call

The Concord Township Board of Trustees met in regular session on Wednesday, August 14, 2024 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. The roll was called: Jason Haney-present, Joe Garrett-present, Bart Johnson-absent.

### Approval of Minutes

*Mr. Haney moved and Mr. Garrett seconded to approve the minutes of the special meeting July 18, 2024. Vote: Haney-yes, Garrett-yes.*

### Public Input

Resident Amy Burke is looking for a location for a few churches to hold an event for Lifewise Academy. They would like to use Concord Park and concessions/restrooms on Saturday, October 19 from 4-7pm for a concert event. The Trustees noted they cannot charge at the park entrance but could have a donation table near their event area. The Trustees requested the event plan schedule be sent to them for review. Fiscal Officer Davis said township liability will be a concern and would need approved by insurance.

Doug Riedel, liaison with Delaware County Engineer's office, discussed several topics:

- 1- The request for engineering was received for the Klondike Road S-curve. Right-of-ways and property pins can be located by survey. The road department has added chevron signs to assist drivers. If this does not help, a flashing sign could be added later if needed.
- 2- A date is needed for the annual road inspection tour in October-November.
- 3- The fatality accident at Moore and Dublin Roads was mentioned. The stop sign placement is in ODOT's right-of-way and is being evaluated. Double arrow signs will also be placed across from intersection.
- 4- A complaint about traffic backing up over the Home Road bridge was sent to the county.

### Financial Report

Mr. Garrett shared Fiscal Officer Davis provided financial reports for the township, and money is available to pay the bills. The current Cash Summary by Fund shows the following balances:

General Fund	\$10,602,611.48
Special Revenue Funds	\$3,200,238.12
Total All Funds	\$13,802,849.60

*Mr. Haney moved and Mr. Garrett seconded to approve pending vouchers, warrants and purchase orders #97-104, 118101-118141, all totaling \$252,952.72. Vote: Haney-yes, Garrett-yes. Bank statements from July 31, 2024 were also presented for review.*

### Zoning Department

Mr. Ric Irvine, zoning inspector, reported the following:

- The following permits have been issued since the last meeting: 4 houses, 2 pools, 3 decks, 3 accessory buildings, for a total of 12.
- The Emerald Farm, former Stallion Ranch, meeting was last night and was continued until September 10. The access road to the north that serves 8-9 lots needs approved.
- The application for Northwest Building expansion was denied and then withdrawn. The zoning department has charged them \$3,000 for meeting continuations since the first filing in December 2023.
- The Board of Zoning Appeals will hear a case August 20 for a Concord Road barndominium requesting conditional use for a photo studio. The second part of the meeting will be for a variance case for new signage at the Duke & Duchess at US42 and South Section Line.
- Mr. Irvine met with the Adaptive Wellness Center on Harriott Road for questions.

### Road/Park Department

Road Supervisor Nathan Wilgus reported the following:

- There was a severe break on the 2017 loader. Estimates were received to rebuild or replace the rear axle, at costs of \$12,254 or \$18,934.68 respectively. Full replacement would include a 2 year warranty. *Mr. Garrett moved and Mr. Haney seconded to approve full replacement of the 2017 Case loader rear axle by Southeastern Equipment for \$18,934.68. Vote: Haney-yes, Garrett-yes.* In addition, Case may cover part of the cost.
- The International dump truck is also being repaired, first at W.W. Williams and now at Columbus Frame & Spring.
- Estimates for pickleball court construction were received. Tabled.
- The placement need determined for the new playground area at the South Park. Installation will start the beginning of September.

Held August 14, 2024

Page 2

**Fire Department**

Fire Chief Todd Cooper presented the following:

- Mr. Garrett moved and Mr. Haney seconded to accept the resignation of Lieutenant Jerry Held effective August 22, 2024. Jerry has worked at the department since 1991. Vote: Haney-yes, Garrett-yes. Mr. Held would like to purchase his fire gear. Topic tabled. Retirement party will be August 22 at 6pm.
- Promotional testing for new lieutenant was completed per the union contract. Mr. Haney moved and Mr. Garrett seconded to promote Jesse Rice as lieutenant as of August 18, 2024. Vote: Haney-yes, Garrett-yes.
- The Trustees were asked if fire members could continue using work out equipment after retirement on a case by case basis. Liability coverage will be reviewed.
- The fire department will participate in the Shawnee Hills touch-a-truck event on Saturday, August 17, 2024 from 3-6pm.
- The fall festival and fire open house will be October 6 from 2-5pm.

**Old Business**

- Mr. Rinehart wanted to provide follow up for the recovery house, notices for Mr. Irvine, road permitting procedures, and tax increment financing areas, but would like all Trustees present. Updates to the PRD application, development plan, and procedural changes also need discussed. The prosecutor's office replied back to questions posed by Mr. Johnson. A special meeting needs scheduled to review all items.
- Mr. Garrett moved and Mr. Haney seconded to approve an extension to legal counsel by Rinehart Legal not to exceed \$5,000 per month through December 2024. Vote: Haney-yes, Garrett-yes.

**New Business**

- A response to the Ohio Township Association Risk Management Authority (OTARMA) risk assessment visit was discussed. Several policies and items were recommended by OTARMA to improve township risk. Fiscal Officer Davis is collecting responses for each item. Mr. Garrett moved and Mr. Haney seconded for the road department to complete road and sign inspections at least once per year. Vote: Haney-yes, Garrett-yes.
- A request was received from the Ohio Public Works Commission District 17 to vote for three township representatives for its OPWC Integrating Committee. The ballot was completed and will be returned.
- It was made a matter of record that Oller Cemetery lot 460, graves 1-2 were sold and deed signed.
- Annexation documents from the City of Delaware were received and presented to Trustees regarding land along US 42 near Sawmill Parkway.
- The national opioid settlement documents for Kroger need re-signed by Trustee Johnson.
- Alpha Waste contacted the township and would like to bid on service when it is time.
- Mr. Haney is working with Implement (Mr. Kentner, landscaping plan consultant) on the PRD landscape screening details.

**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

Bart Johnson



Joe Garrett



Jason Haney

Concord Township Trustees Meeting

August 14, 2024

Call to Order & 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 Department

Road Department

Fire Department

Old Business

Chris Rinehart Zoning

New Business

OTARMA liability recommendations

Fiscal Officer/Correspondence

Adjourn

Cash Summary by Fund

Year 2024

Fund #	Fund Name	Balance 1/1/2024	Fund Balance Adjustments	Revenue (excluding transfers and advances in)	Transfers In	Advances In	Total Fund & Adjustments & Revenue	Expenditures (excluding transfers and advances out)	Transfers Out	Advances Out	Fund Balance 12/31/2024	Non-Pooled Balance	Pooled Balance
1000	General	\$9,966,656.96	\$43,222.14	\$1,580,452.28	\$0.00	\$0.00	\$11,590,331.38	\$487,719.90	\$500,000.00	\$0.00	\$10,602,611.48	\$0.00	\$10,602,611.48
2011	Motor Vehicle License Tax	\$19,386.69	\$0.00	\$12,971.55	\$0.00	\$0.00	\$32,358.24	\$10,396.14	\$0.00	\$0.00	\$21,962.10	\$0.00	\$21,962.10
2021	Gasoline Tax	\$90,192.85	\$0.00	\$122,777.01	\$0.00	\$0.00	\$212,969.86	\$176,662.27	\$0.00	\$0.00	\$36,307.59	\$0.00	\$36,307.59
2031	Road and Bridge	\$447,644.29	\$341,444	\$280,537.47	\$0.00	\$0.00	\$728,523.20	\$93,298.27	\$0.00	\$0.00	\$635,224.93	\$0.00	\$635,224.93
2041	Cemetery	\$29,272.75	\$0.00	\$18,490.00	\$0.00	\$0.00	\$47,762.75	\$8,542.96	\$0.00	\$0.00	\$39,219.79	\$0.00	\$39,219.79
2111	Fire District	\$1,026,781.91	\$633.00	\$1,932,800.55	\$500,000.00	\$0.00	\$3,460,215.46	\$2,150,189.04	\$0.00	\$0.00	\$1,310,026.42	\$0.00	\$1,310,026.42
2231	Permissive Motor Vehicle License Te	\$88,672.13	\$0.00	\$25,991.92	\$0.00	\$0.00	\$114,664.05	\$91,154.00	\$0.00	\$0.00	\$23,510.05	\$0.00	\$23,510.05
2272	Coronavirus Relief Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2273	American Rescue Plan Act (ARP)	\$1,170,414.76	-\$43,023.24	\$0.00	\$0.00	\$0.00	\$1,127,391.52	\$7,489.19	\$0.00	\$0.00	\$1,119,902.33	\$0.00	\$1,119,902.33
2901	OneOhio Opioid Settlement Fund	\$1,832.39	\$0.00	\$8,234.73	\$0.00	\$0.00	\$10,067.12	\$1,139.05	\$0.00	\$0.00	\$8,928.07	\$0.00	\$8,928.07
4901	TIF Dublin Strg Pub Infrast Improv	\$0.00	\$0.00	\$5,156.84	\$0.00	\$0.00	\$5,156.84	\$0.00	\$0.00	\$0.00	\$5,156.84	\$0.00	\$5,156.84
4902	TIF Painter Farm Incentive District 1	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Report Total:		\$12,840,854.73	\$1,173.34	\$3,987,412.35	\$500,000.00	\$0.00	\$17,329,440.42	\$3,026,590.82	\$500,000.00	\$0.00	\$13,802,849.60	\$0.00	\$13,802,849.60

Last reconciled to bank: 07/31/2024 – Total other adjusting factors: \$184.40

**Payment Listing**  
7/25/2024 to 8/14/2024

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status	
97-2024	07/31/2024	08/02/2024	CH	PREMIER BANK	\$5.00	C	
	Purpose:	BANK SVC CHARGE					
98-2024	07/30/2024	08/02/2024	CH	CBIZ BENEFITS	\$1,300.50	C	
	Purpose:	HRA PLAN CLAIM REIMB					
99-2024	07/31/2024	08/02/2024	CH	HR BUTLER, LLC	\$97,058.97	C	
	Purpose:	PAYROLL PROCESSING FEES					
100-2024	08/02/2024	08/06/2024	CH	T. ROWE PRICE	\$2,120.00	O	
	Purpose:	FIRE DEPT 457 PLAN CONTRIB					
101-2024	08/06/2024	08/06/2024	CH	PNC BANK	\$368.80	O	
	Purpose:	BANK SVC CHG JUL-AUG					
102-2024	08/09/2024	08/13/2024	CH	T. ROWE PRICE	\$2,120.00	O	
	Purpose:	FIRE DEPT 457 PLAN					
103-2024	08/09/2024	08/13/2024	CH	HR BUTLER, LLC	\$99,211.24	O	
	Purpose:	PAYROLL PROCESSING FEES					
104-2024	08/14/2024	08/14/2024	CH	PNC BANK	\$2,741.58	O	
	Purpose:	ADMIN GOOGLE EMAIL SVC					
118101	08/14/2024	08/14/2024	AW	B&C COMMUNICATIONS	\$261.75	O	
	Purpose:	ROAD DEPT F450 ANTENNAE					
118102	08/14/2024	08/14/2024	AW	MADISON ENERGY COOP ASSOC INC	\$23.79	O	
	Purpose:	UTILITIES - ROAD DEPT					
118103	08/14/2024	08/14/2024	AW	HILLIARD LAWN & GARDEN, LLC	\$333.95	O	
	Purpose:	PARK BACKPACK SPRAYER , PARK EXMARK BLADES, PARK TRASH HOLDER KIT					
118104	08/14/2024	08/14/2024	AW	OHIO EDISON	\$2,024.12	O	
	Purpose:	UTILITIES - FIRE DEPT					
118105	08/14/2024	08/14/2024	AW	CHARTER COMMUNICATIONS	\$242.64	O	
	Purpose:	UTILITIES - ADMIN DEPT					
118106	08/14/2024	08/14/2024	AW	FRONTIER	\$424.95	O	
	Purpose:	UTILITIES - FIRE DEPT					
118107	08/14/2024	08/14/2024	AW	OHIOHEALTH EMERGENCY MEDICAL SER'	\$647.50	O	
	Purpose:	FIRE DEPT MEDICAL DIRECTOR MAY-APR					
118108	08/14/2024	08/14/2024	AW	HIGGINS & ASSOCIATES	\$328.13	O	
	Purpose:	REZONING COURT REPORTER 040424					
118109	08/14/2024	08/14/2024	AW	RINEHART LEGAL SERVICES, LTD.	\$7,860.00	O	
	Purpose:	LEGAL COUNSEL DEVELOP RES,ASSES,+					
118110	08/14/2024	08/14/2024	AW	MIATI EMBROIDERY	\$502.50	O	
	Purpose:	ROAD DEPT TSHIRTS					
118111	08/14/2024	08/14/2024	AW	KLEEM, INC.	\$2,215.03	O	
	Purpose:	ROAD DEPT SIGNAGE & PAINT KLONDIKE					
118112	08/14/2024	08/14/2024	AW	DJL MATERIAL & SUPPLY INC	\$9,408.00	O	
	Purpose:	ROAD DEPT CRACK/MASTIC MATERIAL SUPPLY					
118113	08/14/2024	08/14/2024	AW	THE WONDER WITHIN LLC	\$595.00	O	
	Purpose:	FIRE DEPT YOGA WEEKLY PROGRAM					
118114	08/14/2024	08/14/2024	AW	3F FITNESS LLC	\$1,125.00	O	
	Purpose:	FIRE DEPT WEEKLY FITNESS PROGRAM					
118115	08/14/2024	08/14/2024	AW	LOWE'S	\$457.97	O	
	Purpose:	FIRE,ROAD,CEMY SUPPLIES					
118116	08/14/2024	08/14/2024	AW	VALTECH COMMUNICATIONS	\$172.87	O	
	Purpose:	UTILITIES - ADMIN DEPT					
118117	08/14/2024	08/14/2024	AW	CDK STRUCTURES INC.	\$3,900.00	O	
	Purpose:	FIRE/PARK SEPTIC SYSTEM REPAIR					
118118	08/14/2024	08/14/2024	AW	GORDON FLESCH CO., INC.	\$76.81	O	
	Purpose:	ADMIN COPIER USAGE JUL-AUG					
118119	08/14/2024	08/14/2024	AW	NATHAN WILGUS	\$100.00	O	
	Purpose:	ROAD DEPT CELL PHONE REIMBURSE					
118120	08/14/2024	08/14/2024	AW	RIC IRVINE, ZONING INSPECTOR	\$50.00	O	
	Purpose:	ZONING INSPECTOR CELL PHONE REIMB					
118121	08/14/2024	08/14/2024	AW	PRICE FARMS ORGANICS, LTD.	\$144.00	O	
	Purpose:	ROAD DEPT TOPSOIL SUPPLY					
118122	08/14/2024	08/14/2024	AW	AIM MEDIA MIDWEST OPERATING LLC	\$79.00	O	
	Purpose:	LEGAL ADVERTISING JUL24					
118123	08/14/2024	08/14/2024	AW	SHELLY MATERIALS, INC	\$5,169.83	O	
	Purpose:	PARK PATH STONE MATERIAL					

**Payment Listing**  
7/25/2024 to 8/14/2024

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
118124	08/14/2024	08/14/2024	AW	ADVANCED DRAINAGE SYSTEMS, INC.	\$3,572.40	0
	Purpose:	ROAD DEPT CULVERT PIPE REPAIR				
118125	08/14/2024	08/14/2024	AW	MAR-ZANE, INC.	\$810.60	0
	Purpose:	ROAD DEPT ASPHALT SUPPLY SHELLY/MARZANE				
118126	08/14/2024	08/14/2024	AW	NAPA AUTO PARTS	\$206.76	0
	Purpose:	FIRE/ROAD MAINT PARTS				
118127	08/14/2024	08/14/2024	AW	SHERWIN WILLIAMS CO	\$239.67	0
	Purpose:	ROAD DEPT PAINT SUPPLIES				
118128	08/14/2024	08/14/2024	AW	TRACTOR SUPPLY CREDIT PLAN	\$480.41	0
	Purpose:	ROAD/PARK SUPPLIES				
118129	08/14/2024	08/14/2024	AW	ANGIE ELLERBROCK	\$5.58	0
	Purpose:	ZONING DEPT POSTAGE				
118130	08/14/2024	08/14/2024	AW	TAYLOR TIRE COMPANY, LTD.	\$67.98	0
	Purpose:	PARK HUSTLER XONE FRONT TIRE REPAIR				
118131	08/14/2024	08/14/2024	AW	COLUMBIA GAS	\$280.35	0
	Purpose:	UTILITIES - FIRE DEPT				
118132	08/14/2024	08/14/2024	AW	BEEEM'S BP DIST INC	\$3,291.57	0
	Purpose:	FIRE/ROAD FUEL SUPPLY				
118133	08/14/2024	08/14/2024	AW	SENSIBLE PRODUCTS	\$455.00	0
	Purpose:	FIRE DEPT TOTE BOXES				
118134	08/14/2024	08/14/2024	AW	ABLE SANITATION SERVICE, INC	\$690.00	0
	Purpose:	FIRE DEPT HOLDING TANK PUMPED				
118135	08/14/2024	08/14/2024	AW	BOUND TREE MEDICAL, LLC	\$725.82	0
	Purpose:	FIRE DEPT EMS DRUG SUPPLIES				
118136	08/14/2024	08/14/2024	AW	O.E. MEYER CO.	\$262.85	0
	Purpose:	FIRE DEPT O2 GAS SUPPLY				
118137	08/14/2024	08/14/2024	AW	HURSH DRUGS INC	\$42.64	0
	Purpose:	FIRE DEPT EMS DRUG SUPPLY				
118138	08/14/2024	08/14/2024	AW	DELAWARE GAZETTE	\$195.00	0
	Purpose:	FIRE DEPT NEWSPAPER SUBSCRIP				
118139	08/14/2024	08/14/2024	AW	OHIO FIRE CHIEFS' ASSOCIATION	\$250.00	0
	Purpose:	FIRE DEPT CHIEFS ASSOC DUES OCT24-SEP25				
118140	08/14/2024	08/14/2024	AW	R.L. PARSONS & SON	\$103.20	0
	Purpose:	ROAD DEPT GUARD HARDWARE				
118141	08/14/2024	08/14/2024	AW	ADVANCED INDUSTRIAL PRODUCTS	\$203.96	0
	Purpose:	ROAD DEPT HYDR HAMMER HOSES				
Total Payments:					\$252,952.72	
Total Conversion Vouchers:					\$0.00	
Total Less Conversion Vouchers:					\$252,952.72	

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.