

RECORD OF PROCEEDINGS

CONCORD TOWNSHIP BOARD OF TRUSTEES

Minutes of

Meeting

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

September 8, 2021

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Held

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Call to Order

The Concord Township Board of Trustees met in regular session on September 8, 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 and Jason Haney. Other staff attending included Fire Chief Todd Cooper, Road Superintendent Nathan Wilgus, and Fiscal Officer Jill Davis.

Approval of the minutes of the previous meeting was tabled.

Financials

Trustee 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. \$7,978,111.27
- Special Revenue Funds. \$3,860,459.77
- Total All Funds. \$11,838,571.04

Therefore, Mr. Haney moved and Mr. Johnson seconded to approve pending purchase orders, warrants, and vouchers #104-110, 115538-115569, all totaling \$1,341,510.01. Vote: Haney-yes, Johnson-yes.

Public Input

- None.

Zoning Department

- No report.

Road Department

- Road Supervisor, Nathan Wilgus, reported the storm drain at Scioto Chase Blvd north of the condo entrance needs repair, along with about thirty feet of curb. Mr. Johnson moved and Mr. Haney seconded to approve Mr. Wilgus to hire repair and curb work not to exceed \$10,000 through the County's contractor bid list. Vote: Haney-yes, Johnson-yes.
- Mr. Wilgus spoke to Doug Riedel at the County Engineer's office about road crumbling at Clarkshaw Moors subdivision, and a manhole at Clark Shaw and Meadowhaven Roads that was not installed correctly.
- A new flail mower was purchased, picked up today, and tested along Klondike Road.
- Previous employee Richard Kuhn may return to mow ditches again.

Fire Department

- Payment for the new fire truck was issued, and includes a \$43,000.00 pre-payment discount. Financing options through the County Treasurer's office were initiated, but received no response.
- One firefighter is out on sick leave with Covid. The Covid cases are increasing in our area, along with medic calls.
- Trustee Haney shared appreciation for Fire Lieutenant Jerry Held, who was off-duty at a Buckeye Valley High School sports event, and ended up helping a heart attack victim until Delaware County EMS arrived.

Old Business

- An updated version of the PRD landscaping protocol was received from Implement LLC for the Trustees to review.

New Business

- Snow plowing manpower was discussed for winter 2021-2022. Help is needed.

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Fiscal Officer

- The ODNR prairie grant is ready for the final submission for reimbursement. This will complete the \$10,000 (\$7,500 reimbursed) wildflower prairie grant project.
- The ARPA registration was approved. Issues with the DUNS and SAMS numbers still need resolved.
- The biennial audit by the State of Ohio Auditor is complete and filed online.
- The 2022 revenue budget was submitted to the Delaware County Auditor, and the First Official Certificate of Estimated Resources was received totaling \$14,021,910.
- Mr. Johnson moved and Mr. Haney seconded to adopt a Resolution accepting the amounts and rates as determined by the Delaware County Budget Commission, and authorizing the necessary tax levies, and certifying them to the Delaware County Auditor. Vote: Haney-yes, Johnson-yes.

Adjournment

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

ATTEST



Fiscal Officer, Jill Davis

BOARD OF TRUSTEES



Bart Johnson

Joe Garrett

Jason Haney

Concord Township Trustees & Special Meetings

September 8, 2021

Call to Order & Roll Call 7:00pm

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

New Business

Fiscal Officer/Correspondence

Adjourn

Cash Summary by Fund

Year 2021

CONCORD TOWNSHIP, DELAWARE COUNTY

| Fund # | Fund Name | Balance 11/1/2021 | Fund Balance Adjustments | Revenue (excluding transfers in and advances in) | Transfers In | Advances In | Total Fund & Adjustments & Revenue | Expenditures (excluding transfers and advances out) | Transfers Out | Advances Out | Fund Balance 12/31/2021 | Non-Pooled Balance | Pooled Balance |
|--------|--------------------------------------|-------------------|--------------------------|--|--------------|-------------|------------------------------------|---|---------------|--------------|-------------------------|--------------------|-----------------|
| 1000 | General | \$7,442,526.64 | \$0.00 | \$1,564,769.01 | \$0.00 | \$0.00 | \$9,007,295.65 | \$1,029,184.38 | \$0.00 | \$0.00 | \$7,978,111.27 | \$0.00 | \$7,978,111.27 |
| 2011 | Motor Vehicle License Tax | \$27,634.27 | \$0.00 | \$13,601.23 | \$0.00 | \$0.00 | \$41,235.50 | \$16,336.85 | \$0.00 | \$0.00 | \$24,898.65 | \$0.00 | \$24,898.65 |
| 2021 | Gasoline Tax | \$147,076.11 | \$0.00 | \$126,757.71 | \$0.00 | \$0.00 | \$273,833.82 | \$187,288.24 | \$0.00 | \$0.00 | \$86,545.58 | \$0.00 | \$86,545.58 |
| 2031 | Road and Bridge | \$1,085,164.07 | \$0.00 | \$557,227.96 | \$0.00 | \$0.00 | \$1,642,392.03 | \$105,533.20 | \$0.00 | \$0.00 | \$1,536,858.83 | \$0.00 | \$1,536,858.83 |
| 2041 | Cemetery | \$10,474.41 | \$0.00 | \$14,807.63 | \$0.00 | \$0.00 | \$25,282.04 | \$4,801.32 | \$0.00 | \$0.00 | \$20,480.72 | \$0.00 | \$20,480.72 |
| 2111 | Fire District | \$1,437,563.82 | \$0.00 | \$3,286,110.48 | \$0.00 | \$0.00 | \$4,723,674.30 | \$2,589,391.51 | \$0.00 | \$0.00 | \$2,134,282.79 | \$0.00 | \$2,134,282.79 |
| 2231 | Permissive Motor Vehicle License Tax | \$45,219.97 | \$0.00 | \$27,390.33 | \$0.00 | \$0.00 | \$72,610.30 | \$15,217.10 | \$0.00 | \$0.00 | \$57,393.20 | \$0.00 | \$57,393.20 |
| | Report Total: | \$10,195,659.29 | \$0.00 | \$5,590,664.35 | \$0.00 | \$0.00 | \$15,786,323.64 | \$3,947,752.60 | \$0.00 | \$0.00 | \$11,838,571.04 | \$0.00 | \$11,838,571.04 |

Last reconciled to bank: 07/31/2021 - Total other adjusting factors: \$0.00

Payment Listing
8/26/2021 to 9/8/2021

| Payment Advice # | Post Date | Transaction Date | Type | Vendor / Payee | Amount | Status |
|------------------|---|------------------|------|------------------------------------|----------------|--------|
| 104-2021 | 08/27/2021 | 08/30/2021 | CH | HR BUTLER, LLC | \$110.03 | 0 |
| | Purpose: PAYROLL PROCESSING FEES | | | | | |
| 105-2021 | 08/27/2021 | 08/30/2021 | CH | HR BUTLER, LLC | \$2,782.04 | 0 |
| | Purpose: PAYROLL AGENCY DEDUCTION | | | | | |
| 106-2021 | 08/27/2021 | 08/30/2021 | CH | HR BUTLER, LLC | \$56,228.93 | 0 |
| | Purpose: PAYROLL SALARIES | | | | | |
| 107-2021 | 08/27/2021 | 08/30/2021 | CH | HR BUTLER, LLC | \$16,482.05 | 0 |
| | Purpose: PAYROLL TAXES WITHHELD | | | | | |
| 108-2021 | 08/31/2021 | 09/01/2021 | CH | CBIZ BENEFITS | \$1,356.19 | 0 |
| | Purpose: HRA CLAIMS REIMB - FIRE | | | | | |
| 109-2021 | 09/07/2021 | 09/07/2021 | CH | CBIZ BENEFITS | \$956.80 | 0 |
| | Purpose: HRA CLAIMS REIMB - FIRE | | | | | |
| 110-2021 | 09/07/2021 | 09/07/2021 | CH | PNC BANK | \$1,171.97 | 0 |
| | Purpose: PARK CROSSING SPEED BUMPS | | | | | |
| 115538 | 09/07/2021 | 09/07/2021 | AW | COLUMBIA GAS | \$274.45 | 0 |
| | Purpose: FIRE DEPT UTILITIES | | | | | |
| 115539 | 09/07/2021 | 09/07/2021 | AW | BOUND TREE MEDICAL, LLC | \$431.36 | 0 |
| | Purpose: FIRE/EMS DRUG SUPPLIES | | | | | |
| 115540 | 09/07/2021 | 09/07/2021 | AW | PICKUPS PLUS CARS | \$349.95 | 0 |
| | Purpose: FIRE DEPT TRUCK SEAT COVERS | | | | | |
| 115541 | 09/07/2021 | 09/07/2021 | AW | OHIOHEALTH EMERGENCY MEDICAL SER' | \$2,375.00 | 0 |
| | Purpose: FIRE DEPT ACLS CLASS | | | | | |
| 115542 | 09/07/2021 | 09/07/2021 | AW | 3F FITNESS LLC | \$1,210.00 | 0 |
| | Purpose: FIRE DEPT FITNESS AUG--DEC | | | | | |
| 115543 | 09/07/2021 | 09/07/2021 | AW | AG-PRO COMPANIES INC | \$179.87 | 0 |
| | Purpose: ROAD DEPT SUPER104 REPAIRS | | | | | |
| 115544 | 09/07/2021 | 09/07/2021 | AW | 50+1 PUBLIC POLICY INITIATIVES | \$1,200.00 | 0 |
| | Purpose: TWP GRANT WRITING CONSULTANT | | | | | |
| 115545 | 09/07/2021 | 09/07/2021 | AW | MUNICIPAL EMERGENCY SVCS DEPOSIT / | \$519.79 | 0 |
| | Purpose: FIRE DEPT RESCUE TOOL SERVICE, FIRE DEPT CYLINDER HYDROTEST | | | | | |
| 115546 | 09/07/2021 | 09/07/2021 | AW | E SPACE COMMUNICATIONS INC. | \$300.00 | 0 |
| | Purpose: ADMIN WEB HOSTING FEE | | | | | |
| 115547 | 09/07/2021 | 09/07/2021 | AW | TREASURER, STATE OF OHIO | \$1,205.20 | 0 |
| | Purpose: TWP AUDIT SVCS - REASSIGN VENDOR | | | | | |
| 115548 | 09/07/2021 | 09/07/2021 | AW | PRICE FARMS ORGANICS, LTD. | \$7.00 | 0 |
| | Purpose: OLLER CEMETERY TREE CLEANUP | | | | | |
| 115549 | 09/07/2021 | 09/07/2021 | AW | ATLANTIC EMERGENCY SOLUTIONS | \$1,247,887.00 | 0 |
| | Purpose: FIRE DEPT PIERCE ARROW XT LADDER TRUCK | | | | | |
| 115550 | 09/07/2021 | 09/07/2021 | AW | VALTECH COMMUNICATIONS | \$184.22 | 0 |
| | Purpose: UTILITIES - ADMIN DEPT | | | | | |
| 115551 | 09/07/2021 | 09/07/2021 | AW | MACK INDUSTRIES INC. | \$1,164.00 | 0 |
| | Purpose: PARK (CAP GRANT) RENO CATCH BASIN, ROAD DEPT CATCH BASIN SALT SHED | | | | | |
| 115552 | 09/07/2021 | 09/07/2021 | AW | LOWE'S COMPANIES, INC | \$184.91 | 0 |
| | Purpose: PARK/ROAD REPAIR PARTS | | | | | |
| 115553 | 09/07/2021 | 09/07/2021 | AW | ANGIE ELLERBROCK | \$11.90 | 0 |
| | Purpose: ZONING POSTAGE NUISANCE LTRS | | | | | |

Payment Listing
8/26/2021 to 9/8/2021

| Payment Advice # | Post Date | Transaction Date | Type | Vendor / Payee | Amount | Status |
|------------------|---|------------------|------|----------------------------------|---------------------------------|----------------|
| 115554 | 09/07/2021 | 09/07/2021 | AW | GORDON FLESCH CO., INC. | \$205.89 | 0 |
| | Purpose: ADMIN COPIER USAGE AUG-SEP | | | | | |
| 115555 | 09/07/2021 | 09/07/2021 | AW | RIC IRVINE, ZONING INSPECTOR | \$40.00 | 0 |
| | Purpose: ZONING CELL PHONE REIMBURSEMENT | | | | | |
| 115556 | 09/07/2021 | 09/07/2021 | AW | OHIGRO, INC | \$658.72 | 0 |
| | Purpose: PARK CHEMICALS/SUPPLIES | | | | | |
| 115557 | 09/07/2021 | 09/07/2021 | AW | WASHINGTONS HARDWARE AND AUTO P/ | \$320.36 | 0 |
| | Purpose: ROAD & PARK REPAIRS/TOOL | | | | | |
| 115558 | 09/07/2021 | 09/07/2021 | AW | OFFICE CITY EXPRESS | \$307.78 | 0 |
| | Purpose: ROAD DEPT OFFICE SUPPLY, ADMIN OFFICE SUPPLY | | | | | |
| 115559 | 09/07/2021 | 09/07/2021 | AW | OHIO EDISON | \$312.93 | 0 |
| | Purpose: ROAD DEPT UTILITIES | | | | | |
| 115560 | 09/07/2021 | 09/07/2021 | AW | CORE & MAIN LP | \$541.78 | 0 |
| | Purpose: ROAD DEPT BUECHEL TILE REPAIRS | | | | | |
| 115561 | 09/07/2021 | 09/07/2021 | AW | DELAWARE CO. SHERIFF'S OFFICE | \$45.00 | 0 |
| | Purpose: SPECIAL DUTY SHERIFF 15 SHIFTS/MO, 100 OF 157.5 SHIFTS THRU 10/31/21 | | | | | |
| 115562 | 09/07/2021 | 09/07/2021 | AW | SHANE VANDYKE | \$135.00 | 0 |
| | Purpose: SPECIAL DUTY SHERIFF 15 SHIFTS/MO, 100 OF 157.5 SHIFTS THRU 10/31/21 | | | | | |
| 115563 | 09/07/2021 | 09/07/2021 | AW | SHELLY MATERIALS, INC | \$852.90 | 0 |
| | Purpose: PARK (CAP GRANT) RENO STONE/DUMP FEES | | | | | |
| 115564 | 09/07/2021 | 09/07/2021 | AW | GANGAARRA | \$50.00 | 0 |
| | Purpose: TWP BLDG RENTAL REFUND | | | | | |
| 115565 | 09/08/2021 | 09/08/2021 | AW | SNYDER FUNERAL HOMES INC. | \$30.80 | 0 |
| | Purpose: OLLER CEMY DOWLER/OVERPMT | | | | | |
| 115566 | 09/08/2021 | 09/08/2021 | AW | MACK INDUSTRIES INC. | \$731.00 | 0 |
| | Purpose: PARK (CAP GRANT) RENO CATCH BASIN, ROAD DEPT CATCH BASIN SALT SHED | | | | | |
| 115567 | 09/08/2021 | 09/08/2021 | AW | TIME WARNER CABLE | \$99.99 | 0 |
| | Purpose: UTILITIES - ADMIN DEPT | | | | | |
| 115568 | 09/08/2021 | 09/08/2021 | AW | AIM MEDIA MIDWEST OPERATING LLC | \$185.20 | 0 |
| | Purpose: ZONING LEGAL ADS | | | | | |
| 115569 | 09/08/2021 | 09/08/2021 | AW | CRAIG PITTMAN | \$420.00 | 0 |
| | Purpose: PARK IMPROV PROJ/STRAW | | | | | |
| | | | | | Total Payments: | \$1,341,510.01 |
| | | | | | Total Conversion Vouchers: | \$0.00 |
| | | | | | Total Less Conversion Vouchers: | \$1,341,510.01 |

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.

RESOLUTION ACCEPTING THE AMOUNTS AND RATES AS DETERMINED BY THE BUDGET COMMISSION AND AUTHORIZING THE NECESSARY TAX LEVIES AND CERTIFYING THEM TO THE COUNTY AUDITOR

The Board of Trustees of Concord Township, Delaware County, Ohio, met in regular session on the 8th day of September, 2021, at the Concord Township Administrative Building with the following members present:

Bart Johnson

Jason Haney

Mr. Johnson moved the adoption of the following Resolution:

RESOLVED, By the Board of Trustees of Concord Township, Delaware County, Ohio, in accordance with the provisions of law has previously adopted a Tax Budget for the next succeeding fiscal year commencing January 1, 2022; and

WHEREAS, The Budget Commission of Delaware County, Ohio has certified its action thereon to this Board together with an estimate by the County Auditor of the rate of each tax necessary to be levied by this Board, and what part thereof is without, and what part within, the ten mill tax limitation;

Therefore, be it RESOLVED, By the Board of Trustees of Concord Township, Delaware County, Ohio, that the amounts and rates, as determined by the Budget Commission in its certification, be and the same are hereby accepted; and

Be it further RESOLVED, That there be and is hereby levied on the tax duplicate of said Township the rate of each tax necessary to be levied within and without the ten mill limitation as follows:

[SCHEDULE A - Attached]

SCHEDULE B – LEVIES OUTSIDE 10 MILL LIMITATION, EXCLUSIVE OF DEBT LEVIES

| Special Levy Funds: | Maximum Rate Authorized to be Levied |
|---|--------------------------------------|
| Road Fund Levy authorized by voters on November 6, 2018, not to exceed five (5) years. | 0.40 |
| Road Fund Levy authorized by voters on November 7, 2017, not to exceed five (5) years. | 1.00 |
| Fire Fund Levy authorized by voters on November 6, 2018, not to exceed five (5) years. | 2.90 |
| Fire Fund Levy authorized by voters on November 5, 2002, not to exceed a continuing number of years. | 4.50 |

And be it further RESOLVED, That the Fiscal Officer of this Board be and is hereby directed to certify a copy of this Resolution to the County Auditor of said County.

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

[Signature] YES
[Signature] yes

Adopted the 8th day of September, 2021

[Signature]

Fiscal Officer of the Board of Township Trustees of

Concord Township, Delaware County, Ohio

SCHEDULE A

**SUMMARY OF AMOUNTS REQUIRED FROM GENERAL PROPERTY TAX APPROVED BY BUDGET
COMMISSION AND COUNTY AUDITOR'S ESTIMATED TAX RATES**

| Concord Township Calendar Year 2022 FUND | Amount Approved by Budget Commission Inside 10 M. Limitation | Amount to Be Derived from levies Outside 10 M. Limitation | County Auditor's Estimate of Tax Rate to be Levied | |
|---|--|---|--|------------------------|
| | | | Inside 10 M. Limit | Outside 10 M. Limit |
| General Fund | \$1,348,431 | | 2.10 | |
| Road and Bridge Fund | | | | |
| Cemetery Fund | | | | |
| Fire & EMS Fund | | \$3,045,422 | | 7.40 |
| Police District Fund | | | | |
| Fire District Fund | | | | |
| Road Improvement Fund | | | | |
| Park Levy Fund | | \$485,676 | | 1.40 |
| Fire & Police Fund | | | | |
| General Bond Retirement Fund | | | | |
| Police & EMS Fund | | | | |
| Fire Equipment Fund | | | | |
| Drug Law Enforcement Fund | | | | |
| Permissive Motor Vehicle License Tax | | | | |
| Permissive Sales Tax Fund | | | | |
| Federal Law Enforcement Fund | | | | |
| Permanent Improvement Fund | | | | |
| Agency Funds | | | | |
| Ambulance & Emergency Medical | | | | |
| Sinking Fund | | | | |
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| TOTAL | \$1,348,431 | \$3,531,098 | 2.10 | 8.80 |