

## CONCORD TOWNSHIP BOARD OF TRUSTEES

MEETING HELD ON **September 11, 2024**

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### Call to Order and Roll Call

The Concord Township Board of Trustees met in regular session on Wednesday, September 11, 2024 at 7:00 p.m. at the Concord Township Community Building, 6385 Home Road, Delaware, Ohio. Chairman Bart Johnson called the meeting to order. The roll was called: Jason Haney-absent, Joe Garrett-present, Bart Johnson-present.

### Approval of Minutes

*Mr. Garrett moved and Mr. Johnson seconded to approve the minutes of the August 28, 2024 meeting. Vote: Garrett-yes, Johnson-yes.*

### Public Input

Residents (5 of 8) from the Lucy Depp Light Show were present to discuss concerns with the Christmas light show. The light show is held 100% by resident volunteers, using their own money, all not for profit, and they raise donation money 100% for charity. Complaints were received over the past couple years about 1-traffic safety and EMS access, 2-traffic signage, and 3-trash. Regarding EMS access, the residents that host the show can shut down the light show immediately from any of their houses and via the cloud on any computer. They could also install a shut-off button if EMS wanted to use; they would like to work something out. Signage creating one-way flow on the roads is not legal. The residents noted the signage says “enter here” for the light show and does not specify one-way only traffic. The township and county will check if establishing a temporary one-way pattern is permissible. Mr. Riedel from the Delaware County Engineer’s office noted it is not illegal to create a situation that backs up traffic. The light show is held between Thanksgiving and New Years. Can they post to “expect delays”? Can they get a right-of-way permit for road signage? Can they ask for traffic help from Shawnee Hills police? Can EMS use a shut-off button or 911 radio them if access needed? Chief Cooper will check with 911 and Mr. Riedel will check with the county. All will follow up in a couple weeks. As far as trash, the residents clean up after each night’s light show.

Amy Ailabouni, Lifewise leader, requested a follow up to hold the Lifewise concert event at Concord Park. The township received their certificate of insurance and now needs a signed rental/use/hold harmless agreement. Sheriffs have been contacted for traffic, concession use has been approved (no alcohol at the event), extra porta johns will be rented, generators will be used for sound and stage, and two buses are available for shuttling attendees. Four churches have come together to support the event, and will come back to finish clean up the following day. The event is scheduled for Saturday, October 19, 2024 from 3:00-6:00pm. *Mr. Garrett moved and Mr. Johnson seconded to allow the event at Concord Park and to appoint Mr. Johnson to sign the agreement on behalf of the Board of Trustees. Vote: Garrett-yes, Johnson-yes.*

Ms. Ailabouni also mentioned the paving on Chancel Gate Drive looks great, and inquired about a community area pool.

Mr. Doug Riedel with the Delaware County Engineer’s office mentioned the annual trustee and fiscal officer’s meeting will be November 21, 2024.

The Concord Township annual road tour special meeting will be held November 13, 2024 at 8:00am, starting at the road department and continuing along township roads, with the Trustees, Road Supervisor, and Mr. Riedel.

### Financial Report

Mr. Johnson 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	\$11,353,778.16
Special Revenue Funds	\$4,600,139.86
Total All Funds	\$15,953,918.02

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*Mr. Garrett moved and Mr. Johnson seconded to approve pending vouchers, warrants and purchase orders #113-116, 118171-118173 void, 118174-118222, except 118181, all totaling \$171,627.37. Vote: Garrett-yes, Johnson-yes.*  
Bank statement reconciliations ending August 31, 2024 were also reviewed.

### **Zoning Department**

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

- The following permits have been issued since the last meeting: 1 house, 3 pools, 3 decks, 2 pergolas, and 1 addition, total of 12.
- Emerald Farms was approved with conditions by the Zoning Commission Board.
- A second meeting was held to review zoning code PRD proposed changes mainly for section 11.06 and application. A hearing was set for October 1, 2024 by the Zoning Commission Board. The changes were also forwarded to Scott Sanders at Delaware County Regional Planning Commission for review.
- The Board of Zoning Appeals will meet September 24, 2024 for a setback variance on Chancel Gate for a barn.
- A home on Irish Hills Drive that was approved in 2002 with an attached garage is too close to the road and not within code. The new buyer needs a variance since the back shed is within code but the front garage is not. *Mr. Johnson moved and Mr. Garrett seconded to waive the Board of Zoning Appeals variance fee for the new buyer but they still have to follow the variance process. Vote: Garrett-yes, Johnson-yes.*
- Letters were sent to the developer and/or applicant for Concord and Riverside Highlands developments due to the length of time with no action and the development plan being cancelled. A modification to the PRD and plan needs to be processed following current code guidelines.

### **Road/Park Department**

Road Supervisor Nathan Wilgus reported the following:

- Road paving update - all the 2024 road improvements are done, with some road painting remaining. Flynn Road was also resurfaced from 2023.
- The new playground at the south park is completed and open.
- A couple roads in Scioto Reserve were questioned for repairs. They will be evaluated for 2025. A list of ADA ramps to be replaced is also needed for 2025 or 2026.
- The State of Ohio salt reduction grant was discussed. Details will be obtained from the grant writer.
- Pickleball court quotes were discussed. No action for 2024 other than in-house site preparation.
- OPWC road estimates were approved and waiting on agreements from adjoining entities.

### **Old Business**

- An objection to the annexation of Concord Township land by the City of Delaware was delivered to the Delaware County Commissioners. They delayed the consideration of annexation approval until September 16, 2024 at 9:30am at the Delaware County Fairgrounds. The objection is due to road maintenance/segmentation of US42 and lack of an intergovernmental agreement/document, along with conditional services based on the land owner. *Mr. Garrett moved and Mr. Johnson seconded to allow attorney Mr. Rinehart to send a letter of concern of the annexation based on the areas of concern that are either not allowed per Ohio Revised Code and/or the petition for annexation. Vote: Garrett-yes, Johnson-yes.*

### **New Business**

- *Mr. Johnson moved and Mr. Garrett seconded to approve hiring E-space to refurbish the township website at a cost not to exceed \$3,500. Vote: Garrett-yes, Johnson-yes.*
- *Mr. Johnson moved and Mr. Garrett seconded to approve the resignation of zoning board member Mark Mullens and to appoint alternate member Jerry Stone to fill the open board position. Vote: Garrett-yes, Johnson-yes.* The Trustees would like to advertise for more zoning board alternate openings on the township website.

### **Fire Department**

Fire Chief Todd Cooper reported all is good at the fire department. He discussed the need for

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two overtime employees to be on shift during the Lifewise event, cost to be included in their park rental agreement.

**Fiscal Officer/Correspondence**

- It was made a matter of record that lot 457, graves 3-4 were sold at Oller Cemetery. Deeds were reviewed and signed.

**Adjournment**

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

**ATTEST**

  
\_\_\_\_\_  
Fiscal Officer, Jill Davis

**BOARD OF TRUSTEES**

  
\_\_\_\_\_  
Bart Johnson

  
\_\_\_\_\_  
Joe Garrett

*n/a*  
\_\_\_\_\_  
Jason Haney

Concord Township Trustee Meeting

September 11, 2024

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

Old Business

Update on Delaware annexation application Trustee Garrett

Website refurbish

New Business

Fire Chief

Fiscal Officer

Part-time FO assistant, job posting

Adjourn

CONCORD TOWNSHIP, DELAWARE COUNTY  
**Cash Summary by Fund**  
 Year 2024

Fund #	Fund Name	Fund 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	\$2,447,344.33	\$0.00	\$0.00	\$12,457,223.43	\$603,445.27	\$500,000.00	\$0.00	\$11,353,778.16	\$0.00	\$11,353,778.16
2011	Motor Vehicle License Tax	\$19,386.69	\$0.00	\$14,855.29	\$0.00	\$0.00	\$34,241.98	\$10,784.57	\$0.00	\$0.00	\$23,457.41	\$0.00	\$23,457.41
2021	Gasoline Tax	\$90,192.85	\$0.00	\$141,371.85	\$0.00	\$0.00	\$231,564.70	\$207,917.22	\$0.00	\$0.00	\$23,647.48	\$0.00	\$23,647.48
2031	Road and Bridge	\$447,644.29	\$341.44	\$512,145.91	\$0.00	\$0.00	\$960,131.64	\$119,278.80	\$0.00	\$0.00	\$840,852.84	\$0.00	\$840,852.84
2041	Cemetery	\$29,272.75	\$0.00	\$21,621.00	\$0.00	\$0.00	\$50,893.75	\$8,885.53	\$0.00	\$0.00	\$42,008.22	\$0.00	\$42,008.22
2111	Fire District	\$1,026,781.91	\$633.00	\$3,390,514.17	\$500,000.00	\$0.00	\$4,917,929.08	\$2,410,583.82	\$0.00	\$0.00	\$2,507,345.26	\$0.00	\$2,507,345.26
2231	Permissive Motor Vehicle License Tax	\$88,672.13	\$0.00	\$29,398.76	\$0.00	\$0.00	\$118,070.89	\$94,409.95	\$0.00	\$0.00	\$23,660.94	\$0.00	\$23,660.94
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	\$8,258.36	\$0.00	\$0.00	\$10,090.75	\$1,139.05	\$0.00	\$0.00	\$8,951.70	\$0.00	\$8,951.70
4901	TIF Dublin Strg Pub Infrast Improv	\$0.00	\$0.00	\$10,313.68	\$0.00	\$0.00	\$10,313.68	\$0.00	\$0.00	\$0.00	\$10,313.68	\$0.00	\$10,313.68
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	\$6,575,823.35	\$500,000.00	\$0.00	\$19,917,851.42	\$3,463,933.40	\$500,000.00	\$0.00	\$15,953,918.02	\$0.00	\$15,953,918.02

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

**Payment Listing**  
8/29/2024 to 9/11/2024

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
113-2024	08/31/2024	09/10/2024	CH	PREMIER BANK	\$5.00	0
	Purpose: BANK ACCT FEE					
114-2024	09/06/2024	09/10/2024	CH	HR BUTLER, LLC	\$93,276.28	0
	Purpose: PAYROLL PROCESSING FEES					
115-2024	09/11/2024	09/11/2024	CH	T. ROWE PRICE	\$2,120.00	0
	Purpose: FIRE DEPT 457 PLAN					
116-2024	09/11/2024	09/11/2024	CH	CBIZ BENEFITS	\$5,000.00	0
	Purpose: HRA PLAN CLAIM REIMB					
118174	09/11/2024	09/11/2024	SW	Skipped Warrants 118171 to 118174 Series 1	\$0.00	V
	Purpose: Skipped Warrants 118171 to 118174 with Payment Series of 1					
118175	09/11/2024	09/11/2024	AW	PENCHURA LLC	\$15,234.00	0
	Purpose: PARK S. PLAYGR BORDER, FIBER, MATS					
118176	09/11/2024	09/11/2024	AW	OHIOHEALTH EMERGENCY MEDICAL SER'	\$647.50	0
	Purpose: FIRE DEPT MEDICAL DIRECTOR MAY-APR					
118177	09/11/2024	09/11/2024	AW	FRONTIER	\$436.95	0
	Purpose: UTILITIES - FIRE DEPT					
118178	09/11/2024	09/11/2024	AW	CHARTER COMMUNICATIONS	\$99.99	0
	Purpose: UTILITIES - ADMIN DEPT					
118179	09/11/2024	09/11/2024	AW	E SPACE COMMUNICATIONS INC.	\$300.00	0
	Purpose: ADMIN WEBSITE HOST					
118180	09/11/2024	09/11/2024	AW	TRE TRUCK REPAIR LLC	\$8,139.39	0
	Purpose: ROAD DEPT TRK348 OIL PAN REPAIR, ROAD DEPT TRK348 BELL HOUSE CRACK REPAIR					
118181	09/11/2024	09/11/2024	AW	50+1 PUBLIC POLICY INITIATIVES	\$1,200.00	0
	Purpose: TWP GRANT WRITING CONSULTANT					
118182	09/11/2024	09/11/2024	AW	RINEHART LEGAL SERVICES, LTD.	\$6,240.00	0
	Purpose: TWP LEGAL COUNSEL, ZONING+					
118183	09/11/2024	09/11/2024	AW	PORTA KLEEN	\$366.00	0
	Purpose: PARK PORTABLE RESTROOM, PARK PORTABLE RESTROOM					
118184	09/11/2024	09/11/2024	AW	DELAWARE GENERAL HEALTH DISTRICT	\$105.00	0
	Purpose: SEMI-PUB SEWAGE TRMT SYST FEE					
118185	09/11/2024	09/11/2024	AW	NATHAN WILGUS	\$100.00	0
	Purpose: ROAD DEPT CELL PHONE REIMBURSE					
118186	09/11/2024	09/11/2024	AW	RIC IRVINE, ZONING INSPECTOR	\$50.00	0
	Purpose: ZONING INSPECTOR CELL PHONE REIMB					
118187	09/11/2024	09/11/2024	AW	VALTECH COMMUNICATIONS	\$169.94	0
	Purpose: UTILITIES - ADMIN DEPT					
118188	09/11/2024	09/11/2024	AW	PHILLIPS OIL CO	\$614.25	0
	Purpose: ROAD DEPT ROAD ASPHALT SPRAY TACK					
118189	09/11/2024	09/11/2024	AW	LIBERTY TOWNSHIP	\$17,500.00	0
	Purpose: ROAD DEPT DRUM ROLLER, ROAD DEPT WOOD CHIPPER					
118190	09/11/2024	09/11/2024	AW	OFFICE CITY EXPRESS	\$154.78	0
	Purpose: ADMIN OFFICE SUPPLY					
118191	09/11/2024	09/11/2024	AW	KLEEM, INC.	\$399.92	0
	Purpose: ROAD DEPT SIGNAGE SUPPLY					
118192	09/11/2024	09/11/2024	AW	STRYKER SALES CORP.	\$770.36	0
	Purpose: FIRE DEPT COT POWER LOAD REPAIR					
118193	09/11/2024	09/11/2024	AW	3F FITNESS LLC	\$900.00	0
	Purpose: FIRE DEPT WEEKLY FITNESS PROGRAM					
118194	09/11/2024	09/11/2024	AW	COLUMBIA GAS	\$275.94	0
	Purpose: UTILITIES - FIRE DEPT					
118195	09/11/2024	09/11/2024	AW	CHARTER COMMUNICATIONS	\$142.65	0
	Purpose: UTILITIES - FIRE DEPT					
118196	09/11/2024	09/11/2024	AW	BEEEM'S BP DIST INC	\$2,035.26	0
	Purpose: FIRE/ROAD FUEL SUPPLY					
118197	09/11/2024	09/11/2024	AW	BOUND TREE MEDICAL, LLC	\$820.19	0
	Purpose: FIRE DEPT EMS DRUG SUPPLIES					
118198	09/11/2024	09/11/2024	AW	HURSH DRUGS INC	\$138.75	0
	Purpose: FIRE DEPT EMS DRUG SUPPLY					
118199	09/11/2024	09/11/2024	AW	O.E. MEYER CO.	\$262.85	0
	Purpose: FIRE DEPT O2 GAS SUPPLY					
118200	09/11/2024	09/11/2024	AW	PHOENIX SAFETY OUTFITTERS LLC	\$105.00	0
	Purpose: FIRE DEPT UNIFORM SUPPLY/LT.					

**Payment Listing**  
8/29/2024 to 9/11/2024

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status	
118201	09/11/2024	09/11/2024	AW	MIATI EMBROIDERY	\$1,321.98	O	
	Purpose:	FIRE DEPT CLOTHING ALLOWANCE					
118202	09/11/2024	09/11/2024	AW	ORANGE TOWNSHIP	\$1,401.45	O	
	Purpose:	FIRE DEPT M341 MAINT, BRKS/FILT/MUFFLER					
118203	09/11/2024	09/11/2024	AW	THE WONDER WITHIN LLC	\$850.00	O	
	Purpose:	FIRE DEPT YOGA WEEKLY PROGRAM					
118204	09/11/2024	09/11/2024	AW	JACK GUYTON	\$41.99	O	
	Purpose:	FIRE DEPT SWEARING IN/RICE					
118205	09/11/2024	09/11/2024	AW	DATA RESOLUTIONS INC	\$435.00	O	
	Purpose:	ADMIN SERVER/STATIONS MONITORING					
118206	09/11/2024	09/11/2024	AW	MAR-ZANE,INC.	\$1,966.51	O	
	Purpose:	ROAD DEPT ASPHALT MATERIAL/ SHELLY,MARZANE					
118207	09/11/2024	09/11/2024	AW	MICRO CENTER	\$557.88	O	
	Purpose:	FIRE DEPT COPIER/INK					
118208	09/11/2024	09/11/2024	AW	PAUL'S EXTERMINATING	\$750.00	O	
	Purpose:	ADMIN FALL PEST TREATMENT, FIRE DEPT FALL PEST TREATMENT					
118209	09/11/2024	09/11/2024	AW	NATHAN WILGUS	\$250.00	O	
	Purpose:	ROAD DEPT FIT BOOT REIMB					
118210	09/11/2024	09/11/2024	AW	AIM MEDIA MIDWEST OPERATING LLC	\$150.60	O	
	Purpose:	ADMIN LEGAL ADVERT					
118211	09/11/2024	09/11/2024	AW	JOHN DEERE FINANCIAL	\$12.81	O	
	Purpose:	PARK MOWER PARTS					
118212	09/11/2024	09/11/2024	AW	STATE HIGHWAY SUPPLY	\$480.00	O	
	Purpose:	PARK FABRIC SITE PREP SUPPLY					
118213	09/11/2024	09/11/2024	AW	VOSS BROTHERS SALES	\$57.65	O	
	Purpose:	ROAD DEPT MAINT PARTS					
118214	09/11/2024	09/11/2024	AW	PRICE FARMS ORGANICS, LTD.	\$182.00	O	
	Purpose:	ROAD DEPT SOIL SUPPLY/BASINS					
118215	09/11/2024	09/11/2024	AW	MUNICIPAL EMERGENCY SVCS DEPOSIT /	\$1,140.00	O	
	Purpose:	FIRE DEPT RESCUE TOOL SERVICE					
118216	09/11/2024	09/11/2024	AW	SITEONE LANDSCAPE SUPPLY LLC	\$6.33	O	
	Purpose:	ROAD DEPT IRRIGATION REPAIR					
118217	09/11/2024	09/11/2024	AW	THE DEXTER COMPANY	\$80.00	O	
	Purpose:	ROAD DEPT TRK349 TAILGATE REPAIR					
118218	09/11/2024	09/11/2024	AW	OHIO EDISON	\$532.12	O	
	Purpose:	UTILITIES - ADMIN DEPT					
118219	09/11/2024	09/11/2024	AW	SHELLY MATERIALS, INC	\$2,593.25	O	
	Purpose:	SOUTH PARK PLAYGROUND SITE WORK					
118220	09/11/2024	09/11/2024	AW	NAPA AUTO PARTS	\$84.99	O	
	Purpose:	ROAD DEPT DIESEL HOSE					
118221	09/11/2024	09/11/2024	AW	JANELL CONCRETE & MASONRY EQUIP IN	\$501.72	O	
	Purpose:	ROAD DEPT SAW SUPPLIES					
118222	09/11/2024	09/11/2024	AW	LOWE'S	\$621.09	O	
	Purpose:	FIRE/ROAD/TWP SUPPLIES/PARTS					
Total Payments:					\$171,627.37		
Total Conversion Vouchers:					\$0.00		
Total Less Conversion Vouchers:					\$171,627.37		

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.