

# RECORD OF PROCEEDINGS

## CONCORD TOWNSHIP BOARD OF TRUSTEES

### Call to Order

The Concord Township Board of Trustees met in regular session on July 24, 2019 at 7:00 p.m. at the Concord Township Administrative Building, 6385 Home Road, Delaware, Ohio 43015. Chairman Johnson called the meeting to order and the roll was called. In attendance were Trustees Bart Johnson and Joe Garrett.

Mr. Garrett moved and Mr. Johnson seconded to approve the minutes of the previous meeting. Vote: Garrett-yes, Johnson-yes.

### Public Input

Mr. Doug Riedel, Delaware County Engineer's Office liaison, updated the following:

- 1- The road improvement contract for \$448,321.18 was received from Shelly Company for the Clark Shaw Road project. Since this will be a project for Ohio Public Works Commission grant reimbursement, the road work contract is separate from the county's annual road improvement program. The road reclamation portion of the project will begin August 5th. Brick mailboxes will have to be removed and mailboxes will be placed on orange barrels until work completed. Per regulation, the mailboxes will be re-installed on 4x4 posts; anything more will be the responsibility of the homeowner. Tom Dew Excavating started ditch work at the west end on Monday, and will be notifying homeowners about driveway culvert work. The township would like to send out a letter and work schedule to the area homeowners.
  - 2- An estimate was received for the culvert replacement on Bunty Station Road. Due to the size of the culvert, the County pays for the cost of the culvert pipe, and the township pays for the labor, other materials and equipment. Mr. Johnson moved and Mr. Garrett seconded to approve the estimate from the Delaware County Engineer's Office for the Bunty Station Road culvert replacement, with the township's portion estimated at \$10,998.54. Vote: Garrett-yes, Johnson-yes.
  - 3- Mr. Riedel is working on another estimate for a storm and catch basin on Bunty Station Road.
  - 4- Traffic issues on Scioto Chase Boulevard were discussed. Since the previous meeting, the Engineer's office is hesitant to recommend the midline painting of the roadway or 3D pavement markings. Renderings will be produced by the Engineer's office to show examples of bump-outs, which prove more effective.
  - 5- The Concord Road path/trail was started this Monday. Strawser Paving needs contacted about the change order to repair the torn-out section of nearby path. Trustee Johnson met with the new superintendent of the golf course, who said to use the connecting path that was already there.
  - 6- Trustee Garrett mentioned the sandstones fell over at the culvert on South Section Line Road.
- Mr. Kevin Knedler, Home Road resident, discussed the round-a-bout proposed at the intersection with Dublin Road. He is working with Mr. Dulin, who lives in the original Hill residence at the intersection. The project came without warning, and the proposed drawings show removal of large trees and a large section of Dulin's front yard. Mr. Knedler wanted to:
- 1- confirm the township offered free township land for the project and when that was,
  - 2- invite the Trustees to a meet with the homeowners and the County Commissioners,
  - 3- invite the Trustees to Mr. Dulin's home to talk to him.
- The Trustees shared there were verbal discussions years ago that the County and State could use township land for a round-a-bout if it was needed as developments and traffic increased. The City of Columbus who owns the fourth corner of the intersection will probably fight moving the round-a-bout. The County is currently reviewing the proposed design. The Board of Trustees support moving the round-a-bout south.

Mr. Byron Gunter, vice president of the Lucy Depp Civic Association, brought several topics to the Trustees' attention:

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- 1- A thank you was given to Zoning Inspector Ric Irvine for addressing the tiny house issue. The case will be heard by the Board of Zoning Appeals next Tuesday.
  - 2- The possibility of annexation by Shawnee Hills to the north was discussed.
  - 3- The association is opposed to reduction of lot sizes for new builds, and want to conform to code. They want to keep the character of the area. The Trustees noted any changes would have to go through the Zoning Commission and Trustees to be approved. Mr. Irvine noted very few existing properties conform anyway. Cases brought to the Board of Zoning Appeals can be compared to the existing area.
  - 4- A speed sign was requested for Harriott Road, but it is under jurisdiction of the County. Trustee Johnson can ask the Sheriff's office to patrol the area also.
  - 5- A "no dumping" sign was requested for Lakeview and Myrna Roads. Dumping and littering continue in that area.
  - 6- Missing street signs are down Lakeview, except Ladona. Road department will check.
  - 7- The association requested care of Depp Cemetery, but it is on City of Columbus land. The grave of area founder Abram Depp is there and unmaintained.
  - 8- Talk of a commercial zone up Dublin Road from Shawnee Hills to US42 was mentioned. The Trustees have not heard anything about Dublin Road expansion or widening.
- Mr. Nathan Hannis, from Boy Scout Troop 843 and Hyatts Middle School, attended the meeting for his Citizenship in Community badge. He was interested in hearing both sides of the round-a-bout issue. The Trustees thanked him for attending.

### Financial Report

Chairman Johnson certified the Fiscal Officer provided current financial reports for the township, and money is available to pay the bills. The current Cash Summary by Fund shows the following cash balances:

General Fund:	\$6,191,656.66
Special Revenue Funds:	<u>\$2,321,816.89</u>
Total All Funds:	\$8,513,473.55

Mr. Garrett moved and Mr. Johnson seconded to approve pending purchase orders, vouchers, and warrants #1939-1946, 16012-16052, all totaling \$223,535.89. Vote: Garrett-yes, Johnson-yes.

Bank statements for June were also reviewed and initialed.

### Zoning Department

Zoning Inspector, Ric Irvine, reported the following:

- 1- Permits issued in July included 14 houses, 1 pool, 2 signs, and 4 additions.
- 2- Violations update - 3 completed (Edwards, Dobyns, NW Storage).
- 3- A Board of Zoning Appeals meeting will be held July 30, 2019 for a variance of a two-story structure/tiny house with no permit. The homeowner wants to build a house on the property at a later date. Per Ohio Code, a shed/playhouse can only be one story and maximum 200 square feet. The current structure is two-story and >400 square feet.

### Road Department

Road superintendent, Joe Holloway, reported the following:

- 1- During road berming, tire repairs and broken dump truck cylinder have slowed the process. Mr. Johnson moved and Mr. Garrett seconded to approve up to \$6,000 for the repairs. Vote: Garrett-yes, Johnson-yes. Berming has been completed on Merchant, Freshwater, and parts of Owen Fraley and Ford Roads.
- 2- The new dump truck will be in mid-August, and ready for service mid-September.
- 3- The guard rail on Klondike Road was hit by a tow truck. Repair quote from Paul Peterson Company is \$5,725. Mr. Garrett moved and Mr. Johnson seconded to approve

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the guard rail repairs by Paul Peterson Company in the amount of \$5725.00. Vote: Garrett-yes, Johnson-yes. Legal counsel will be advised to bill the towing company's insurance.

4- The Tartan Field Homeowner's Association has requested a "no parking" sign at Morris and Harriott Roads. Road department will complete. There is also a drainage issue at the intersection that the County will review.

**Old Business**

The new Employee Handbook has been distributed. Signature pages are needed from all employees. Fire Chief Cooper requested the section on Vacation Leave be reviewed and state only for full-time employees.

**New Business**

None.

**Fire Department**

1- A request for part-time resignation was received from Beau Hammock. Mr. Garrett moved and Mr. Johnson seconded to accept resignation from part-time firefighter Beau Hammock. Vote: Garrett-yes, Johnson-yes.

2- Repairs and re-painting of fire engine E343 were approved and purchase order signed for Sutphen in the amount of \$7,800.00.

3- Foam system replacement for engine E343 is estimated at \$14,000. Mr. Johnson moved and Mr. Garrett seconded to approve repairs up to \$14,000 for a new foam system on fire engine E343. Vote: Garrett-yes, Johnson-yes.

4- Union contract sick leave sell-back language is being updated. Requests are still being paid out to honor the intent of the contract.

5- Brust Drive lot split update - nothing for the township to do.

6- A medic was requested at the Benefit In The Barn event on August 17th for safety services for about 1,000 people.

7- It was noted the credit card policy states if tax is applied to a purchase the employee is liable for the tax. The township cannot pay sales tax. Also, prior approval of normal expenditures is approved by blanket certificates, unless a large purchase order is required.

**Fiscal Officer / Correspondence**

1- Correspondence was received from Adele Dodge, resident and head keeper of Heart of Africa at the Columbus Zoo and Aquarium, asking permission to trim pear tree branches at the township park for giraffes at the zoo. The Trustees agreed.

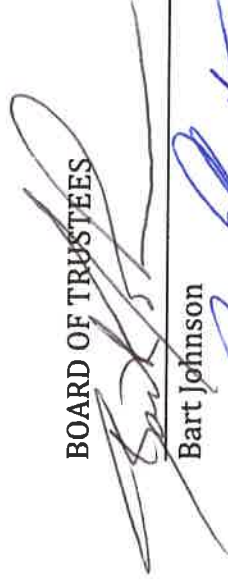
With no further business, Mr. Johnson moved and Mr. Garrett seconded to adjourn. Vote: Garrett-yes, Johnson-yes.

ATTEST



Fiscal Officer, Jill Davis

BOARD OF TRUSTEES



Bart Johnson



Joe Garrett

Jason Haney

Concord Township Trustee Meeting

July 24, 2019

Roll Call

Approve Minutes

Public Input

Doug Reidel DCEO

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

Klondike Rd Guard Rail Repair

No Parking Signs at West side of Morris and Harriott Rds. School Bus has trouble turning in if Cars parked there (this according to HOA Pres).

Drainage issue at Morris and Harriott Rds. Looks to be a county issue.

Old Business

Employee Handbook distribution update

New Business

Fire Chief

Fiscal Officer

Adjourn



PENDING WARRANT REPORT  
Concord Township [2019]

Date: 07/24/19

Warrant Number	Warrant Amount	Voucher Number	Payee	Purpose
1939	197.07	V 1939	HR BUTLER, LLC	PAYROLL PROCESSING FEES 7/19/19
1940	3281.28	V 1940	HR BUTLER, LLC	PAYROLL AGENCY DEDUCTIONS 7/19/19
1941	49782.20	V 1941	HR BUTLER, LLC	PAYROLL SALARIES 7/19/19
1942	13984.69	V 1942	HR BUTLER, LLC	PAYROLL TAXES WITHHELD 7/19/19
1943	34.52	V 1943	HR BUTLER, LLC	PAYROLL PROCESSING FEE 7/19/19 (SLSB)
1944	29641.66	V 1944	HR BUTLER, LLC	PAYROLL & TAXES FOR SICK LEAVE SELL-BACK
1945	440.70	V 1945	CBIZ PAYROLL	HRA CLAIM REIMB THRU 7/19/19
1946	24920.04	V 1946	ANTHEM BCBS OH GROUP	TMP MEDICAL INSUR AUG19
16012	62566.64	VM16012	OHIO POLICE & FIRE PENSION FUND	FIRE PENSION CONTRIBUTIONS JUN19
16013	9427.46	VM16013	PUBLIC EMPLOYEES RETIREMENT SYSTEM	TMP PENSION CONTRIBUTIONS JUN19
16014	1200.00	VM16014	SO+I PUBLIC POLICY INITIATIVES	TMP GRANT WRITER CONSULT
16015	585.00	VM16015	DELAWARE CO. SHERIFF'S OFFICE	SHERIFF SPECIAL DUTY JUN19
16016	39.00	VM16016	CHRIS BURDEN	SHERIFF SPECIAL DUTY ADMIN FEE
16017	600.00	VM16017	CHRIS HARTZLER	SHERIFF SPECIAL DUTY SHIFTS
16018	360.00	VM16018	BRANDON HUNTER	SHERIFF SPECIAL DUTY SHIFTS
16020	240.00	VM16020	ROBERT CURREN	SHERIFF SPECIAL DUTY SHIFTS
16021	360.00	VM16021	JASON WILSON	SHERIFF SPECIAL DUTY SHIFTS
16022	380.00	VM16022	B & C COMMUNICATIONS	SHERIFF SPECIAL DUTY SHIFTS
16023	323.87	VM16023	VERIZON WIRELESS	FIRE DEPT DELCOMM AMP REPAIR
16024	3623.28	VM16024	SHELLY MATERIALS, INC	FIRE/ROAD CELLS & DATA
16025	1053.23	VM16025	OHIO EDISON	ROAD DEPT BERM MATERIAL & DUMP FEES
16026	1841.78	VM16026	BEEB'S BP DIST INC	FIRE/ROAD FUEL SUPPLY
16027	2943.16	VM16027	BEEB'S BP DIST INC	FIRE/ROAD FUEL SUPPLY
16028	1517.30	VM16028	SBH MEDICAL LTD	FIRE DEPT EMS SUPPLIES
16029	329.50	VM16029	CME FEDERAL	FIRE DEPT SHIFT CALENDARS
16030	110.00	VM16030	KLEEM, INC.	ROAD DEPT TRAFFIC PAINT
16031	324.68	VM16031	CBIZ PAYROLL	HRA ADMIN FEE JUL19
16032	120.00	VM16032	TPM LIFE INSURANCE CO.	ROAD DEPT DISABILITY INS
16033	201.65	VM16033	RESOURCES UNLIMITED	ROAD DEPT GAS UTILITY
16034	300.95	VM16034	MADISON ENERGY COOP ASSOC INC	PARK JANITORIAL SUPPLIES
16035	27.42	VM16035	LAWSON PRODUCTS INC.	PARK JANITORIAL SUPPLIES
16036	133.89	VM16036	TIME WARNER CABLE	FIRE INTERNET SVC
16037	79.98	VM16037	BOUND TREE MEDICAL, LLC	FIRE DEPT ECG CODE SIMULATOR EQUIP
16038	779.99	VM16038	SHELLY MATERIALS, INC	ROAD DEPT BERM MATERIAL & DUMP FEES
16039	1807.49	VM16039	GOVERNMENT FORMS AND SUPPLIES	CEMETERY DEED FORMS
16040	94.69	VM16040	WALMART COMMUNITY	FIRE DEPT STATION SUPPLIES
16041	104.39	VM16041	OLD REPUBLIC SURETY GROUP	ZONING INSPECTOR BOND
16042	100.00	VM16042	SOUTHERN OHIO CHAMBER ALLIANCE	TMP INSUR GROUP MEMBERSHIP
16043	864.00	VM16043	DEPARTMENT OF THE TREASURY	TMP INSUR PCORI FEDERAL EXCISE FEE 18
16044	58.80	VM16044	EXPRESS SERVICES INC	ROAD DEPT LABOR 7/1-7/3 24 HRS
16045	529.44	VM16045	OHIO EDISON	TMP PARK, ROAD, BLDG ELECTRIC
16046	697.18	VM16046	PNC BANK	FIRE/PARK/CEM SUPPLIES
16047	2776.36	VM16047	DELTA DENTAL	TMP DENTAL INSUR AUG19
16048	2611.81	VM16048	VISION SERVICE PLAN (CT)	TMP VISION INSUR AUG19
16049	359.04	VM16049	FRANKLIN EQUIPMENT LLC	ROAD DEPT WALK-BEHIND SAW RENTAL
16050	143.75	VM16050	TAYLOR TIRE COMPANY, LTD.	ROAD DEPT TIRE REPAIRS
16051	1483.00	VM16051	STANDARD INSURANCE CO	TMP LIFE INSUR AUG19
16052	173.00	VM16052		
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Total Amount of Pending Warrants				
225335.89				

CASH SUMMARY BY FUND  
Concord Township [2019]

Date: 07/24/19

FUND	Starting Balance 07/01/19	Total Receipts	Transfers In (MEMO ONLY)	Advances In (MEMO ONLY)	Total Receipts and Advances	Expenditures	Transfers Out (MEMO ONLY)	Advances Out (MEMO ONLY)	Ending Balance YTD
01 -GENERAL	5782576.90	738576.95	0.00	0.00	6521153.85	329497.19	0.00	0.00	6191656.66
02 -MOTOR VEHICLE LICENSE TAX	33860.43	9103.53	0.00	0.00	42963.96	7567.70	0.00	0.00	25396.26
03 -GASOLINE TAX	77045.92	64037.94	0.00	0.00	141083.86	93060.51	0.00	0.00	48023.35
05 -CEMETERY	13465.43	7148.40	0.00	0.00	20613.83	7344.51	0.00	0.00	13269.29
10 -FIRE DISTRICT	570080.11	1686924.07	99151.00	0.00	2257004.18	1633484.21	0.00	0.00	623519.97
11 -ROAD DISTRICT	1437565.48	233068.22	0.00	0.00	1670633.70	94457.77	0.00	0.00	1578175.93
14 -MAINTENANCE FACILITY-ROAD	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
14A-FEWA	0.00	99151.00	0.00	0.00	99151.00	99151.00	99151.00	0.00	0.00
14B-COMMUNITY PARK IMPROV GRANT FUND (CPIG)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
14C-OHIO PUBLIC WORKS COMMISSION FUND	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
15 -GENERAL(NOTE) RETIREMENT(MAINT.FACILITY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
21 -CAPITAL FUND	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
23 -PERMISSIVE MOTOR VEHICLE LICENSE TAX	35327.65	17660.60	0.00	0.00	52988.25	17556.16	0.00	0.00	35432.09
TOTAL ALL FUNDS	7939921.92	2855670.71	99151.00	0.00	10795592.63	2282119.08	99151.00	0.00	8513473.55