

**RECORD OF PROCEEDINGS
CONCORD TOWNSHIP BOARD OF TRUSTEES**

Minutes of _____

Meeting _____

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held _____

November 25, 2013

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The Concord Township Board of Trustees met in regular session on Monday, November 25, 2013 at the Concord Township Administrative Building. Chairman Karen Koch called the meeting to order at 7:05 p.m. The roll was called; in attendance were Trustees Karen Koch, Joe Garrett, and Bart Johnson.

Minutes from the previous meeting were presented. Mr. Garrett moved and Mr. Johnson seconded to approve the minutes. Vote: Koch-yes, Garrett-yes, Johnson-yes.

Public Input

Brett Bergefurd, Deputy Drainage Engineer for the Delaware County Engineer's Office, discussed the Ohio EPA NPDES Small MS4 General Permit for surface water. Concord Township was presented an invoice for compliance charges as a co-permittee. The amount of \$8151.95 is fourteen percent less than last year due to cost saving measures. The permit renewal will take place in January 2014, at which time a board resolution and signatures will be needed. In addition, a road department employee needs to get certified for chemical spraying through the Ohio Department of Agriculture.

M&W Architects thanked the Board for the opportunity and selecting them for the future fire station project. Thanks were also given to Chief Cooper, the fire department building committee, and Trustee Johnson for meeting with them and sharing the initial ideas for the new station. To finalize the contract, M&W needs the Board to share its scope and size of station, available budget for the project, and site prospects.

Initial discussion included the following details: 18,000 square feet, budget \$1.5 million, goal to break ground in spring, review lay of land and civil engineering options and cost ramifications, pros/cons of one-story versus two-story stations, where cuts could be made to size, finishes, and/or building types. Since a station will cost between \$200-\$250 per square foot, the initial size and budget do not coincide. Current fire facilities are about 10,000 square feet, but do not contain a decontamination area, drug supply room, or turnout gear room. New truck bays and offices were also designed slightly larger than present. Site engineering costs vary nearly \$250,000 between four possible options, due to site cut/fill and utility considerations. The Trustees did not want to finalize site placement until they hear a final response from the State of Ohio about the training facility as a possible site, and also discuss curb cut requirements onto Dublin and Home Roads.

Mr. Johnson concluded there will be a compromise in the middle between fire department square footage and the Board's budget, probably around 15,000 square feet for around \$3 million. All agreed the fire department has good common sense and is being realistic, and the Board is frugal with its tax dollars.

Old Business

Server quotes were not advertised yet. Tabled until next meeting.

Mr. Johnson met with the county at Turfway Bend about the removal of the road islands. The project will be included in the county road bid for 2014.

The Erin Woods Drive speed report was received from the Delaware County Engineer's office. The speed limit of 35mph was substantiated based on the 85th percentile of speeds recorded, but the Trustees agreed last meeting to lower to 25mph for safety.

The Preservation Parks 2013 grant income was received, and the 2014 grant application accepted in full. The 2014 grant includes ballpark improvements to the four backstops at Concord Park and an additional driveway and parking area.

Sign estimates were reviewed for the Concord Park and Community Building. Mr. Johnson moved and Ms. Koch seconded to approve purchase of a Max-R sign for a cost of \$1,362.61. Vote: Koch-yes, Garrett-yes, Johnson-yes.

Levy results were discussed. The Road Levy passed with votes of 1061 for, 362 against. The Fire Levy passed with votes of 1126 for, 312 against. The Electric Aggregation issue passed with votes of 872 for, 488 against. The next steps in the aggregation process were reviewed.

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No response has been received from the Concord Presbyterian Church lease renewal agreement.

The 2014 review of township roads was completed. There will not be much to submit for road repairs and improvements for next year.

New Business

The County has asked to put a brine storage tank outside at our road department facility. Trustees agreed.

Mr. Garrett requested for Chief Cooper to investigate acoustic controls for the community building.

Mr. Garrett inquired if the township was participating in the Treasurer of State's STAR Plus program. Fiscal Officer Davis has investigated and believes our current accounts are at the same or better interest rates

The annual snow and ice agreement was received from the City of Delaware addressing salt supply and winter maintenance of Owen Fraley Road. Mr. Johnson moved and Mr. Garrett seconded to approve the 2013-14 snow and ice agreement. Vote: Koch-yes, Garrett-yes, Johnson-yes.

The annual liability insurance renewal from OTARMA was received. Mr. Johnson moved and Mr. Garrett seconded to approve the renewal from December 2013 to December 2014 at a premium cost of \$40,927.00. Vote: Koch-yes, Garrett-yes, Johnson-yes.

Due to a salary typo, Mr. Garrett moved and Ms. Koch seconded to adopt a Resolution amending the 2013 Annual Appropriations, at an increase of \$1,500.00. Upon roll call vote: Koch-yes, Garrett-yes, Johnson-yes.

Mr. Johnson suggested having a trick-or-treat rain date next year.

Zoning Department

Zoning Inspector, Ric Irvine, reported eight permits were issued for November, four for new homes. Permits overall are five percent less to date than last year.

A discussion was held on the build-out of Scioto Reserve and amount of lots left.

Mr. Irvine also noted he attended a good training session held by the County for township officials.

A Board of Zoning Appeals hearing will be held concerning property in Lucy Depp for two different owners that will have nine lots, or 9/10 acre, for buildable lots, which currently would not conform to zoning. Support letters from the health department and lot owners will be presented. Mr. Garrett noted the new Comprehensive Plan may need to address lot sizes to promote growth or risk annexation.

Fire and Road Departments

Fire Chief and Director of Operations, Todd Cooper, reported the following:

The Fire Department will hold interviews for part-time employees on December 11, 2013. They anticipate hiring next year to keep overtime to a minimum.

The replacement windows in the building lobby are working well and not leaking.

The Shawnee Hills five-year service contract is up for renewal and at the Prosecutor's office for review. Shawnee Hills would also like to construct and maintain sidewalks through a portion of Concord Township, but need the Board's approval. The Board agreed, and Mr. Garrett requested a cooperative effort from Shawnee Hills in providing sewer taps for Concord Township.

Mr. Johnson reported the facilities manager for State Department of Youth Services said even though the youth facility will close this spring, the septic system (which supplies the township fire station) must be maintained for now. The septic system was built on City of Columbus property in 1927. The State (Vince) also said it would cost about \$800,000-\$1,000,000 to get sewer service from their location to the new Moore Road treatment plant.

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Financial

Chairman Koch certified the Fiscal Officer has provided current financial reports for the township. Completing business the Fiscal Officer certified funds have been appropriated and money is in the treasury to pay the bills. Therefore, Mr. Garrett moved and Ms. Koch seconded to approve pending purchase orders, blanket certificates, vouchers and warrants #9914-9949, 1197-1206, all totaling \$353,773.85 (attached), except warrant #9949 for the 2013 road improvements by Shelly Company. Vote: Koch-yes, Garrett-yes, Johnson-yes.

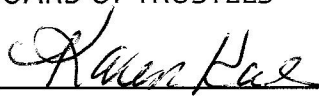
As there was no further business, Ms. Koch moved and Mr. Garrett seconded to adjourn the meeting. Vote: Koch-yes, Garrett-yes, Johnson-yes.


ATTEST




Fiscal Officer, Jill Davis

BOARD OF TRUSTEES







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Date: 11/25/13

PENDING WARRANT REPORT
Concord Township [2013]

Warrant Number	Warrant Amount	Voucher Number	Payee	Purpose
1197	195.91	V 1197	HR BUTLER, LLC	PAYROLL PROCESSING FEE 11/1/13
1198	3729.85	V 1198	HR BUTLER, LLC	PAYROLL AGENCY DEDUCTIONS 11/1/13
1199	46451.18	V 1199	HR BUTLER, LLC	PAYROLL SALARIES 11/1/13
1200	13390.35	V 1200	HR BUTLER, LLC	PAYROLL TAXES WITHHELD
1201	12973.77	V 1201	HR BUTLER, LLC	PAYROLL TAXES WITHHELD 10/4/13
1202	51.00	V 1202	PNC BANK	BANK SERVICE CHARGES OCT-NOV
1203	199.23	V 1203	HR BUTLER, LLC	PAYROLL PROCESSING FEES 11/15/13 #112919
1204	3481.85	V 1204	HR BUTLER, LLC	PAYROLL AGENCY DEDUCTIONS 11/15/13
1205	50429.19	V 1205	HR BUTLER, LLC	PAYROLL SALARIES 11/15/13
1206	13945.09	V 1206	HR BUTLER, LLC	PAYROLL TAXES WITHHELD 11/15/13
9914	75.15	VW 9914	DEL-CO WATER CO INC	FIRE DEPT WATER BILL
9915	336.15	VW 9915	COLUMBIA GAS	FIRE DEPT GAS UTILITY
9916	1970.95	VW 9916	GREAT LAKES PETROLEUM, INC.	FIRE/ROAD FUEL SUPPLY
9917	88.75	VW 9917	AIRGAS GREAT LAKES	FIRE DEPT GAS CYLINDER SUPPLY
9918	96.00	VW 9918	CME FEDERAL CREDIT UNION	FIRE DEPT CALENDARS 2014
9919	216.17	VW 9919	SHIFT CALENDARS, INC	FIRE DEPT SHIFT CALENDARS 2014
9920	390.46	VW 9920	FINLEY FIRE EQUIPMENT	FIRE DEPT REPAIRS E341 PUMP
9921	308.80	VW 9921	TAYLOR TIRE COMPANY, LTD.	FIRE DEPT TIRES P341 DAKOTA
9922	395.00	VW 9922	ABLE SANITATION SERVICE, INC	TWP BLDG SEPTIC SYSTEM PUMPED
9923	115.44	VW 9923	CFIS GROUP INC.	TWP BLDG PAPER PRODUCTS
9924	227.40	VW 9924	VERIZON WIRELESS	FIRE/ROAD DEPT CELL PHONES
9925	467.82	VW 9925	WALGREENS PHARMACY	ADMIN FLU SHOTS
9926	149.00	VW 9926	EMERGENCY PLUMBING SERVICE, LLC	TWP BLDG SEPTIC CALL
9927	403.00	VW 9927	OHIO PUBLIC ENTITY CONSORTIUM	TWP HRA ADMIN & REIMB NOV'13
9928	41.00	VW 9928	TREASURER OF STATE OF OHIO	TWP AUDIT, IPA AUDIT REVIEW FEE
9929	100.00	VW 9929	OLD REPUBLIC SURETY GROUP	ADMIN ASSIST BOND
9930	263.19	VW 9930	FRONTIER	FIRE/ROAD PHONE BILLS
9931	303.99	VW 9931	KIMBALL MIDWEST	ROAD DEPT TOOL/TAP&DIE
9932	178.50	VW 9932	THOMSON WEST	LOCAL GOVT LAW BALDWIN SUBS
9933	94.20	VW 9933	DEL-CO WATER CO INC	TWP WATER BILLS
9934	30.00	VW 9934	SHELLY MATERIALS, INC	CEMETERY DEBRIS DUMPING FEE
9935	27229.21	VW 9935	MEDICAL MUTUAL	TWP MEDICAL INSUR
9936	380.95	VW 9936	KIMBALL MIDWEST	ROAD DEPT TOOLS/HEAT GUN, TAP&DIE
9937	142.02	VW 9937	RUMPK	FIRE/ROAD TRASH REMOVAL
9938	215.20	VW 9938	KLEEM, INC.	ROAD DEPT SPEED LIMIT SIGNAGE
9939	299.96	VW 9939	WALMART COMMUNITY	FIRE DEPT STATION SUPPLIES
9940	597.15	VW 9940	OHIO EDISON	BLDG/ROAD/PARK ELECTRIC
9941	304.47	VW 9941	KWIK KOPY PRINTING	ZONING COMP PLAN COPIES
9942	100.00	VW 9942	OLD REPUBLIC SURETY GROUP	ROAD DEPT BOND
9943	51.16	VW 9943	HANLEY PRINT & PROMOTIONS	ADMIN WINDOW ENVELOEPS
9944	33.65	VW 9944	AT&T	ROAD DEPT LD PHONE
9945	2850.02	VW 9945	OHIO INSURANCE SERVICES AGENCY, INC	DENTAL/VISION/LIFE DEC'13
9946	40.00	VW 9946	RIC IRVINE	ZONING CELL PHONE REIMB
9947	581.25	VW 9947	E SPACE COMMUNICATIONS INC.	ANNUAL WEB HOST/CONSULT
9948	40927.00	VW 9948	OHIO TWP ASSOC. RISK MANAGEMENT AUTH.	ANNUAL LIABILITY INSUR RENEWAL
9949	128923.42	VW 9949	THE SHELLY COMPANY	ROAD IMPROVEMENT PROGRAM 2013 FINAL
				=====
				353773.85

Total Amount of Pending Warrants