

RECORD OF PROCEEDINGS

Minutes of the CONCORD TOWNSHIP BOARD OF TRUSTEES Meeting

Held December 12, 2011

(Page 1 of 1)

The Concord Township Board of Trustees met in regular session on Monday, December 12, 2011 at the Concord Township Administrative Building. Chairman Koch called the meeting to order at 7:15 pm. Roll was called; in attendance were Trustees Karen Koch and Joe Garrett. Absent was Trustee Bart Johnson.

The minutes of the previous meeting were read. Ms. Koch moved and Mr. Garrett seconded to approve the minutes. Vote: 2-0.

Old Business

Fiscal Officer Davis discussed the audit cost modification from Holbrook & Manter, CPA's for the township's biannual audit for the State of Ohio. The cost modification in the amount of \$1,214.00 is due to unforeseen hours spent researching the township construction contract, issues and liens, as well as the final payment on the ten-year fire truck lease contract that was never reported on a previous audit. There were also issues retrieving and accessing the CD of cancelled checks provided by PNC Bank. The auditing contract addressed modifications and was forwarded to the Trustees for procedural review. Mr. Garrett moved and Ms. Koch seconded to approve the audit cost modification of \$1,214.00 to Holbrook & Manter, CPAs. Vote: 2-0.

The County has begun tree clearing at the intersection of Concord and Home Roads for their roundabout project in 2012.

New Business

Trustee Garrett attended the event where Santa visited Concord Township. It was a nice community event put on by local resident and realtor, Steve Smith.

Medical insurance renewal information was sent to the township from Ohio Insurance Services. Discussion was held on re-bidding the quote every year with pre-filled applications for the best rates, different carriers and agencies. This is a lengthy process but saves the township financially. Fiscal Officer Davis will see if the process can be completed online with Ohio Insurance Services.

Fiscal Officer Davis discussed the no-interest account at Delaware County Bank and the need for converting those funds to a CD. The Bank has offered a 12-month CD at 0.90% to the township. Discussion was held on bank failure concerns, federal guarantee limits and security of funds. Davis will ask PNC Bank if they can match the offer, and if not, the funds will be left at Delaware County Bank and transferred to the new CD.

Zoning Inspector, Ric Irvine, reported two permits were issued the first half of December. A variance was also received for a setback change, hearing to be held Tuesday, December 27, 2011. He also noted the Board of Zoning Appeals (BZA) needs an additional regular and alternate Board member, since member Karen Roggencamp moved. Ms. Koch moved and Mr. Garrett seconded to appoint alternate member, Darren Webb, as a regular member of the BZA. Vote: 2-0. Two open, alternate positions for the Board will be posted on the township website.

Director of Operations, Todd Cooper, reported the following:

- 1- Noll Fisher's repairs are complete at the administrative building.
- 2- Brad Rucker, National Contracting, has satisfied the balance due to Keystone Construction, therefore their lien to Concord Township was released December 7, 2011. Mr. Cooper will find out the status of a couple more liens that still exist against National.
- 3- The ditch work on Merchant Road is finished.
- 4- The new road department truck will be ready the beginning of January. It will be picked up tomorrow to begin setup, but the department is still waiting on the hydraulics. Light bar equipment for the truck was received at forty percent discount through township resident, Mike Holstein of Whelen Engineering, Co.
- 5- The local firefighters union has met with Todd Cooper and Trustee Bart Johnson regarding their contract renewal. More information next meeting.



Chairman Koch certified the Fiscal Officer 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, Ms. Koch moved and Mr. Garrett seconded to approve purchase orders and pending warrants #963-966; voids 7989, 8322, 8323; 8324-8375, all totaling \$316,913.38. Vote: 2-0; passed.

As there was no further business, Trustee Koch moved and Trustee Garrett seconded to adjourn the meeting. Vote: Koch-yes, Garrett-yes. Meeting adjourned.

ATTEST

BOARD OF TRUSTEES


Fiscal Officer

n/a