

# RECORD OF PROCEEDINGS

## CONCORD TOWNSHIP BOARD OF TRUSTEES

Held July 10, 2019

Page 1 of 20

### Call to Order

The Concord Township Board of Trustees met in regular session on July 10, 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, Joe Garrett, and Jason Haney.

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

### Public Input

Lori Kannally from the Delaware Health District shared the following news:

- 1- The new Sunbury satellite office is open for partial hours.
- 2- The single Legionnaires Disease case is being investigated by the facility, Delaware Health District, and Ohio Department of Health.
- 3- Keep Delaware County Beautiful is sponsoring a senior appliance pickup service for Delaware County residents age 55 and older. To schedule pickup call 740-203-2076.
- 4- Flyers about Staying Healthy at the Pool and Splash Pad were distributed.
- 5- The 2018 Age-Friendly Assessment Report through the Delaware Health District and Source Point was provided. There was high participation (51%) of the 55+ community which highlighted six topic areas related to aging - health, transportation, housing, community feel, etc. Mr. Garrett requested the township's profile.

### 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:	\$6,205,984.83
Special Revenue Funds:	\$2,477,240.70
Total All Funds:	\$8,683,225.53

Therefore, Mr. Garrett moved and Mr. Haney seconded to approve pending purchase orders, vouchers, and warrants #1933-1938, 14942, 14971-14999, 16000-16011, all totaling \$128,200.81. Vote: Haney-yes, Garrett-yes (except 14942), Johnson-yes.

### Zoning Department

Zoning Inspector Ric Irvine reported the following:

- 1- Permits for July include six houses, plus accessory structures.
- 2- Eight violations were sent to builders about weekend model home flyers.
- 3- Property nuisances are slowly improving, although there are four mailboxes now at the Edwards Family Estates property on 6063 US 42 South. Mr. Irvine will research.

### Road Department

Road superintendent, Joe Holloway, reported the following:

- 1- The new Case tractor is still being used since the John Deere tractor is being repaired.
- 2- The Edgewood Drive quote for sealer is \$8,000. The culvert also needs re-done.
- 3- Superintendent continues to have phone issues.
- 4- Griffiths Lane was re-done and seeded. It is ready to be paved.
- 5- Request was received for a 15" culvert driveway pipe at a residence at 6565 Duffy Road. The County will inspect and approve it.
- 6- Cemetery foundations will be poured soon after all orders are reviewed.

# RECORD OF PROCEEDINGS

## CONCORD TOWNSHIP BOARD OF TRUSTEES

Held July 10, 2019

Page 2

- 7- Plans for numbering the new Keller section graves were discussed.
- 8- Letter of resignation was received from full-time road employee, Nathan Wilgus, effective July 19, 2019. Mr. Garrett moved and Mr. Haney seconded to approve the resignation of Nathan Wilgus on July 19, 2019. Vote: Haney-yes, Garrett-yes, Johnson-yes. The Trustees all wish him well, and hope he can stay on part-time if needed. Due to Nathan leaving, the township will need another CDL driver for berming, snowplowing, etc.
- 9- It was noted \$2,000 was approved at last meeting for landscaping around fitness area.
- 10- Road berming was discussed and a priority placed on finishing. Bunty Station and Cook Roads are partially done.

### New Business

- 1- The updated Township Employee Handbook was presented for approval. Mr. Johnson moved and Mr. Haney seconded to approve the revised handbook, effective July 10, 2019. Vote: Haney-yes, Garrett-no, Johnson-yes. Copies will be distributed to all non-union employees.
- 2- Correspondence was received from Mr. Phil Dwyer regarding the zoning requirement of 1.5 acres for new building land area. The requirements do not work for new construction in Lucy Depp Park. Discussion was held; no action taken at this time. The Trustees would like feedback from the Lucy Depp Civic Association.

### Fire Department

- 1- Fire Captain Doug Kindell discussed the repairs to the fire truck resulting from the blown tank and foam system leak.
- 2- An amendment to the union contract (regarding Article Sick Leave, Sections 4 & 8) was discussed with union representatives, which would allow sick leave sell-back at any time during the year, with Fire Chief approval, and a six hundred hour minimum remaining balance. Verbiage will be amended to pass auditing.

### Fiscal Officer / Correspondence

- 1- A notice of new liquor license was received from the Ohio Division of Liquor Control for George's Pizza, 9210 Dublin Road, Powell, OH 43065. Mr. Johnson moved and Mr. Haney seconded to not request a hearing for issuing the permit. Vote: Haney-yes, Garrett-yes, Johnson-yes. Upon review, the business resides in the Village of Shawnee Hills, so Liquor Control will be contacted.
- 2- Correspondence was received from Careworks that York (Careworks) has been acquired by Sedgwick (CompManagement).
- 3- The 2018-2019 winter rock salt contract ending July 31, 2019 still has 217 tons remaining. It must be ordered and delivery taken by December 31, 2019.
- 4- The 2019-2020 winter rock salt bid results were presented from SWOP4G purchasing group. The low bid for Concord Township came from Cargill at \$84.16/ton for 900 tons. After discussion, Mr. Garrett moved and Mr. Haney seconded to award the township 2019-2020 winter road rock salt contract to Cargill, for up to 900 tons at \$84.16 per ton, from August 1, 2019-July 31, 2020. Vote: Haney-yes, Garrett-yes, Johnson-yes.
- 5- Due to financial software OTAS discontinuing support as of December 31, 2019, Mr. Johnson moved and Mr. Garrett seconded to adopt Resolution #071019-1 to approve the Fiscal Officer switching to UAN financial software, provided by the Ohio Auditor of State's office, per the terms in the UAN agreement. Vote: Haney-yes, Garrett-yes, Johnson-yes.

Mr. Johnson moved to enter into Executive Session per ORC 121.22(G)(1) and ORC 121.22(G)(8), to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee, and to consider negotiations with other political subdivisions respecting requests for economic

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

Minutes of

Meeting

GOVERNMENT FORMS & SUPPLIES B44-224-3338 FORM NO. 10148

Held July 10, 2019

Page 3

development assistance, and to invite attorney Chris Rinehart and Fiscal Officer Davis to the Executive Session. Mr. Garrett seconded this motion. Vote: Haney-yes, Garrett-yes, Johnson-yes.

The Trustees returned to Regular Session at 9:50 p.m.

Mr. Garrett moved to adopt Resolution #071019-2 (attached) to declare intent to participate in the creation of a Joint Economic Development District in Orange Township (Delaware County). Mr. Haney seconded this motion. Vote: Haney-yes, Garrett-yes, Johnson-yes.

The Trustees feel the Road Department operations need oversight due to the loss of full-time employee, Nathan Wilgus. Trustee Haney will be liaison to the Road Department and help Superintendent Joe Holloway establish work flow and a positive work environment.

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

ATTEST



Fiscal Officer, Jill Davis

BOARD OF TRUSTEES



Bart Johnson



Joe Garrett

\_\_\_\_\_  
Jason Haney

Concord Township Trustee Meeting

July 10, 2019



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

Executive Session per ORC 121.22(G)(8) with attorney to discuss economic development assistance

Road Department update

Resignation of Nathan Wilgus

Old Business

New Business

Shawnee Hills JED Agreement

Employee Handbook update

Fire Chief

Fiscal Officer

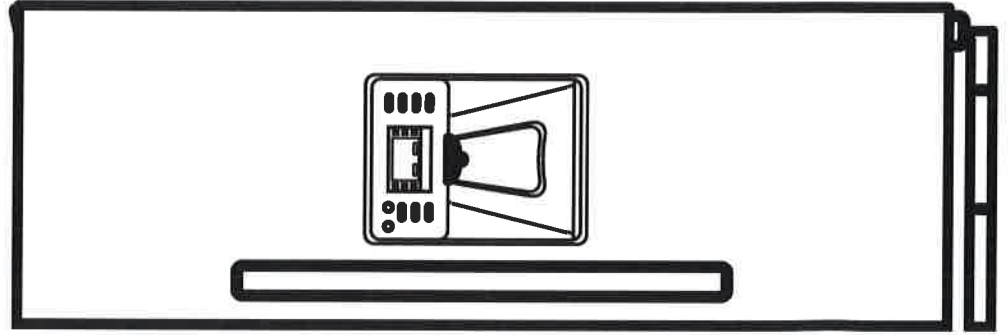
Executive Session per ORC 121.22(G)(1) to discuss personnel changes at the Road department

Adjourn

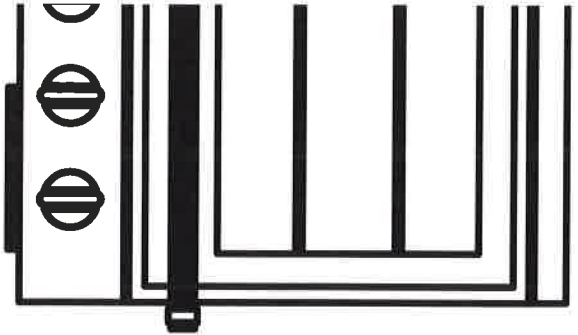
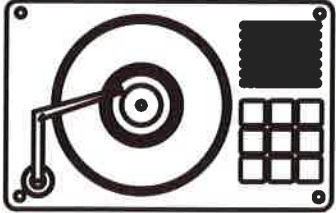
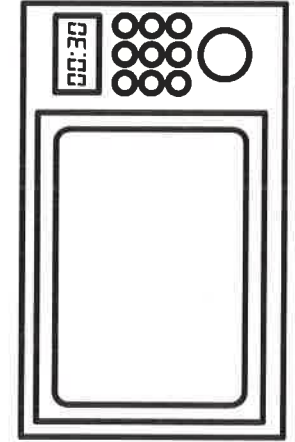


# SENIOR APPLIANCE PICKUP

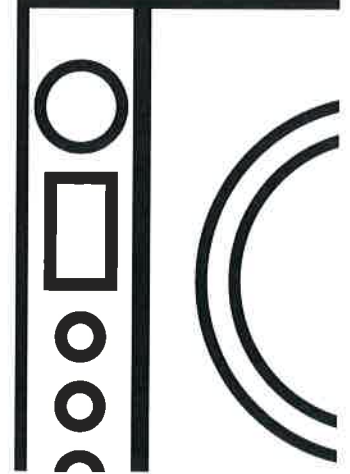
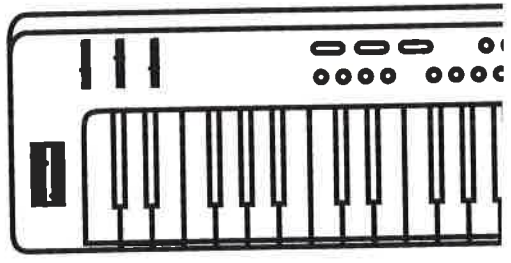
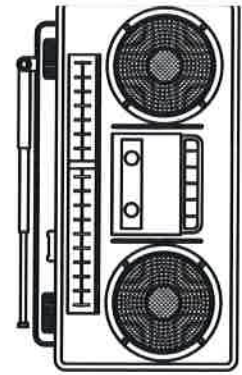
SERVICE IS AGAIN AVAILABLE TO DELAWARE COUNTY RESIDENTS 55 AND OLDER



ACCEPTING ELECTRONICS & APPLIANCES PICK-UP & RECYCLING BY ACCURATE IT  
LIMIT 1 TELEVISION PER HOUSEHOLD  
OTHER MULTIPLES ACCEPTED



TO SCHEDULE A PICK-UP CALL  
KEEP DELAWARE COUNTY BEAUTIFUL  
COORDINATOR JENIFER WAY-YOUNG  
AT 740-203-2076



SERVICE FUNDED BY  
SOURCEPOINT: THRIVE AFTER 55  
PROGRAM WILL CONTINUE  
UNTIL FUNDS ARE DEPLETED

**BOARD OF TRUSTEES  
CONCORD TOWNSHIP  
DELAWARE COUNTY, OHIO**

**RESOLUTION No. 071019-2**

**RESOLUTION TO DECLARE INTENT TO PARTICIPATE IN THE CREATION OF A  
JOINT ECONOMIC DEVELOPMENT DISTRICT IN ORANGE TOWNSHIP  
(DELAWARE COUNTY)**

The Board of Trustees of Concord Township, Delaware County, Ohio (the "Board") met in a regular meeting on July 10, 2019 at 6385 Home Road, Delaware, Ohio with the following members present:

Part Johnson                      Be Garrett                      Jason Haney

Trustee Garrett moved the following:

**WHEREAS**, the Delaware County Economic Development Office in partnership with the Delaware County Finance Authority (the "County ED"), is assisting with the creation of a Joint Economic Development District (the "JEDD") applicable to the commercial portions of the Evans Farm project located in Orange Township, Delaware County, Ohio (the "Evans Farm JEDD"); and

**WHEREAS**, the County ED has proposed the Board consider participating as a partner to a contract for the creation of the JEDD (the "JEDD Contract"), in part, to help further economic development and redevelopment, to create or preserve jobs and employment opportunities, and to improve the economic welfare of the people in this state; and

**WHEREAS**, the County ED anticipates the JEDD Contract would be entered into prior to December 31, 2019 by Orange Township, the Village of Shawnee Hills, Concord Township, and owners of various parcels within Evans Farm (collectively the "JEDD Parties"); and

**WHEREAS**, the intent of the Parties would be for the JEDD Board, once created, to enact an income tax applicable to the commercial portions of Evans Farm (the "JEDD Income Tax"); and

**WHEREAS**, Concord Township would receive five per cent (5%) of the net revenues of the JEDD Income Tax, once enacted; and

**WHEREAS**, the Board acknowledges that further agreements and legislation will need to be adopted and executed at later dates in order for the JEDD to be created; and

**WHEREAS**, the Board further acknowledges that it is currently negotiating an annexation agreement, separate and apart from the Evans Farm JEDD, between itself and the Village of Shawnee Hills, and whether or not that agreement is entered into at a later date, the Board would still serve as a partner to the Evans Farm JEDD.

**WHEREAS**, the Board wishes to participate in the creation of the JEDD, as proposed by the County ED.

---

**NOW, THEREFORE, BE IT RESOLVED, BY THE BOARD OF TRUSTEES, OF CONCORD TOWNSHIP, DELAWARE COUNTY, OHIO, THAT THE FOLLOWING RESOLUTION BE AND IT HEREBY IS ADOPTED:**

---

**Section 1.** The Board declares its intent to serve as a partner to the Evans Farm JEDD, as proposed by the County ED, for the consideration of five per cent (5%) of the net revenues of the JEDD income tax, once enacted, in part, to help further

**BOARD OF TRUSTEES  
CONCORD TOWNSHIP  
DELAWARE COUNTY, OHIO**

economic development and redevelopment, to create or preserve jobs and employment opportunities, and to improve the economic welfare of the people in this state.

**Section 2.** The Board acknowledges that further agreements and legislation will need to be adopted and executed at later dates in order for the JEDD to be created.

**Section 3.** The Board acknowledges that the participation of Concord Township as a partner to the JEDD Contract is not in any way subject to or contingent upon any other agreement, including but not limited to, an annexation agreement between Concord Township and the Village of Shawnee Hills.

**Section 4.** This Board finds and determines that all formal actions of this Board concerning and related to the passage of this Resolution were taken in an open meeting of this Board, and that all deliberations of this Board that resulted in formal actions were taken in meetings open to the public, in compliance with all legal requirements, including but not limited to, §121.22 of the Ohio Revised Code, except as otherwise permitted thereby.

**Section 5.** This Resolution shall take effect at the earliest time provided by law.

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

YEAS: De Gault, Burkholder, Haney

NAYS:

The motion carried and the Resolution was adopted.

Attest: Jill M. Davis  
Jill M. Davis  
Fiscal Officer

PENDING WARRANT REPORT  
Concord Township [2019]

Date: 07/10/19

Warrant Number	Warrant Amount	Voucher Number	Payee	Purpose
1933	244.30	V 1933	HR BUTLER, LLC	PAYROLL PROCESSING FEE 7/5/19
1934	3595.28	V 1934	HR BUTLER, LLC	PAYROLL AGENCY DEDUCTIONS 7/5/19
1935	58957.01	V 1935	HR BUTLER, LLC	PAYROLL SALARIES 7/5/19
1936	16488.07	V 1936	HR BUTLER, LLC	PAYROLL TAXES WITHHELD 7/5/19
1937	2574.70	V 1937	CBIZ PAYROLL	HRA CLAIM REIMB THRU 6/28/19
1938	20.04	V 1938	CBIZ PAYROLL	HRA CLAIM REIMB THRU 7/5/19
14971	45.00	VM14971	BROSIOUS, JOHNSON & GRIGGS, LLC	LEGAL COUNSEL, FIRE PERSONNEL
14972	792.91	VM14972	MICRO CENTER	FIRE DEPT OFFICE SUPPLIES
14973	105.00	VM14973	PORTA KLEEN	PARK PORTABLE RESTROOM
14974	569.35	VM14974	OAKLAND NURSERY	PARK/CEMETERY FLOWERS
14975	85.25	VM14975	B & C COMMUNICATIONS	PARK CHEM/CEMY GRASS
14976	367.06	VM14976	OHIGRO, INC.	FIRE DEPT DEPOT REPAIR
14977	647.50	VM14977	OHIOHEALTH EMERGENCY MEDICAL SERVICES	FIRE DEPT MED DIRECTOR JUL19
14978	356.00	VM14978	EMERGENCY PLUMBING SERVICE, LLC	PARK RESTROOM REPAIR
14979	39.87	VM14979	GORDON FLESCH CO., INC.	ADMIN COPIER USAGE JUN-JUL19
14980	170.39	VM14980	VALTECH COMMUNICATIONS	ADMIN PHONE BILL
14981	160.00	VM14981	HIGGINS & ASSOCIATES	BZA COURT REPORTER 6/13/19
14982	40.00	VM14982	RIC IRVINE, ZONING INSPECTOR	ZONING CELL PHONE REIMB JUL19
14983	6.00	VM14983	PRICE FARMS ORGANICS, LTD.	ROAD DEPT DUMP FEE
14984	106.50	VM14984	AIM MEDIA MIDWEST	ZONING ZC ADVERTISE
14985	136.88	VM14985	R.-L. PARSONS & SON	ROAD DEPT DITCH MOWER REPAIR
14986	1742.74	VM14986	EXPRESS SERVICES INC	ROAD DEPT LABOR 6/17-6/30 79HRS.
14987	53.15	VM14987	THE HARDWARE EXCHANGE	ROAD/FIRE REPAIR PARTS
14988	102.91	VM14988	TRACTOR SUPPLY CREDIT PLAN	ROAD DEPT SHOP SUPPLIES
14989	109.00	VM14989	ADVANCED INDUSTRIAL PRODUCTS	CEMETERY NO-TILL DRILL REPAIR
14990	213.98	VM14990	COLUMBIA GAS	FIRE DEPT GAS UTILITY
14991	133.16	VM14991	MILLER'S TEXTILE SERVICES	FIRE DEPT MAT SUPPLY
14992	599.46	VM14992	BOUND TREE MEDICAL, LLC	FIRE DEPT EMS SUPPLIES
14993	44.29	VM14993	LOEB ELECTRIC	FIRE DEPT GROUND BOX REPAIR
14994	375.00	VM14994	WEAVER OVERHEAD DOOR INC.	FIRE DEPT BTANNUAL OVERHEAD DOOR INSPECT
14995	169.50	VM14995	SILCO FIRE & SECURITY	FIRE DEPT SEMIANNUL KITCHEN HOOD INSPECT
14996	66.98	VM14996	THE COLUMBUS DISPATCH	FIRE DEPT DISPATCH SUBSCRIP 3MOS
14997	10.00	VM14997	O.E. MEYER CO.	FIRE DEPT GAS CYLINDER RENTAL
14998	76.50	VM14998	TAYLOR TRUCK PARTS	FIRE DEPT DEF FLUID
14999	150.00	VM14999	DELAWARE COUNTY FIRE CHIEFS' ASSOC.	FIRE CHIEF&CAPTAIN MEMBERSHIP 2YR
16000	16.00	VM16000	JOE HOLLOWAY	ROAD DEPT TRACTOR KNOB REPAIR
16001	92.35	VM16001	VIRGINIA FARNEMAN	ZONING COMMISSION PAY JAN-JUN19
16002	176.00	VM16002	HILLIARD LAWN & GARDEN, LLC	ROAD DEPT EXMARK MOWER BLADES
16003	210.63	VM16003	OHIO HEATING	FIRE DEPT FLOOR DRAIN SVC
16004	3789.13	VM16004	LOWE'S COMPANIES, INC	FIRE/ROAD REPAIRS
16005	763.50	VM16005	JOHN DEERE FINANCIAL	ROAD DEPT TRACTOR REPAIR
16006	595.00	VM16006	MUNICIPAL EMERGENCY SVCS DEPOSIT ACCT	FIRE DEPT AIR COMPRESSOR SERVICE
16007	32642.40	VM16007	ANDERSON CONCRETE CORP.	ROAD DEPT CONCRETE/MERCHANT RD
16008	31.85	VM16008	PHYSIO-CONTROL, INC.	FIRE DEPT HEART MONITOR LIFEPAK
16009	145.71	VM16009	ANGIE ELLERBROCK	ZONING POSTAGE REIMB
16010	325.06	VM16010	WASHINGTONS HARDWARE AND AUTO PARTS FRONTIER	FIRE/ROAD REPAIR PARTS
16011		VM16011		FIRE DEPT PHONE SVC

Total Amount of Pending Warrants

128200.81

CASH SUMMARY BY FUND  
Concord Township [2019]

Date: 07/10/19

FUND	Starting Balance 01/01/19	Total Receipts	Transfers In (MEMO ONLY)	Advances In (MEMO ONLY)	Total Receipts and Transfers	Expenditures	Transfers Out (MEMO ONLY)	Advances Out (MEMO ONLY)	Ending Balance YTD
01 -GENERAL	5782576.90	730382.70	0.00	0.00	6512959.60	306974.77	0.00	0.00	6205984.83
02 -MOTOR VEHICLE LICENSE TAX	23860.43	9103.53	0.00	0.00	32963.96	6902.70	0.00	0.00	26061.26
03 -GASOLINE TAX	77045.92	54562.41	0.00	0.00	131608.33	92240.51	0.00	0.00	39367.82
05 -CEMETERY	13465.43	6148.40	0.00	0.00	19613.83	6538.41	0.00	0.00	13075.42
10 -FIRE DISTRICT	570080.11	1651809.94	68063.00	0.00	2221890.05	1452567.45	0.00	0.00	769322.60
11 -ROAD DISTRICT	1437565.48	233068.22	0.00	0.00	1670633.70	82024.09	0.00	0.00	1588609.61
14 -MAINTENANCE FACILITY-ROAD	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
14A-FEMA	0.00	68063.00	0.00	0.00	68063.00	68063.00	68063.00	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 GRANT 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	12184.26	0.00	0.00	40803.99
TOTAL ALL FUNDS	7939921.92	2770798.80	68063.00	0.00	10710720.72	2027495.19	68063.00	0.00	8683225.53