

Held May 13, 2020Page 1
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Call to Order

The Concord Township Board of Trustees met in regular session on Wednesday, May 13, 2020 at 7:00 p.m. at the Concord Township Administrative Building, 6385 Home Road, Delaware, Ohio 43015. Chairman Bart Johnson called the meeting to order and the roll was called. In attendance were Trustees Bart Johnson and Jason Haney. Other staff included Fiscal Officer Jill Davis and Fire Chief Todd Cooper. Due to current COVID-19 pandemic requirements, public attendance was provided via teleconference.

Mr. Haney moved and Mr. Johnson seconded to approve the minutes of the regular meeting held April 22, 2020. Mr. Garrett arrived to the meeting. Vote: Haney-yes, Garrett-yes, Johnson-yes.

Financial Report

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

General Fund:	\$7,008,946.64
Special Revenue Funds:	\$2,670,738.43
Total All Funds:	\$9,679,685.07

Mr. Haney moved and Mr. Johnson seconded to approve pending purchase orders, vouchers, and warrants #2079-2092, 16801-16836, all totaling \$222,934.33. Vote: Haney-yes, Garrett-yes (abstain from #16819 & #16821), Johnson-yes.

Warrant #16837 was approved as a bank to bank cash transfer.

Bank statements for April were reviewed and initialed.

Zoning Department

Zoning Inspector, Mr. Irvine, provided his report via teleconference:

Permit applications for April totaled 27- 19 houses and 8 other structures.

Permits month-to-date total 3 houses and 1 deck.

Many phone calls and concerns have been answered by the zoning department. The construction business has been good so far, but the fourth quarter may be weak. Attorneys Rinehart and Penkal agree the zoning case for Metro Development that is being delayed cannot be heard until more people are allowed in the room. The township cannot hold a zoning hearing without letting residents participate.

The property cleanup is finished at 6320 W. Mohican Drive. Trustee Haney reported the only thing postponed was final seeding of one area until the contractor helps move a couple sold cars for the homeowner. The total cost was over estimate, due to numerous vehicles and motorcycles hidden in the debris around the property; many extra dumpsters and loads to the dump were required. The homeowners will be notified of the increase before filed with the County Auditor's office. The contractor spent ten days on site and charged the township for eight; both the homeowner and contractor are happy with the results.

Road Department

The department is working and following COVID guidelines.

The cemetery markers are all in the new Keller Section, but one marker is incorrect and needs replaced. The township has 240 new gravesites in the section.

The Sheriff reported gravel on the road in the round-a-bout at Section Line and Home Roads, and some at Bunty Station. The road department assisted with cleanup.

Old Business

The grader-patch estimates for road repairs were received from the Delaware County Engineer's office. They include work on sections of Concord Road, Eversole Run, Bean Oller Road, and Merchant Road. *Mr. Haney moved to approve the four estimates for Delaware County Engineer road repairs, for a total of \$28,749.10. Mr. Garrett seconded the motion. Vote: Haney-yes, Garrett-yes, Johnson-yes.*

The 2020 Road Improvement Program was awarded by the County to Shelly & Sands Inc. The program will include road repairs to sections of the following township roads: Overcreek Place, Stone View Court, Bean Oller Road, Clark Shaw Road, North &

RECORD OF PROCEEDINGS

CONCORD TOWNSHIP BOARD OF TRUSTEES

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GOVERNMENT FORMS & SUPPLIES 644-224-3338 FORM NO. 10148

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Held

South Lake Hill Road, North Park Place, Sunset Drive, Park Ridge Road, and Edgewood Drive, for a total of \$231,416.69, below the estimated cost of \$278,740. After discussion, *Mr. Garrett moved and Mr. Haney seconded to approve the contract with Shelly & Sands Inc for \$231,416.69 for the township's 2020 Road Improvement Program.*
Vote: Haney-yes, Garrett-yes, Johnson-yes.

New Business

Discussion was held on opening the public park restrooms. Due to health department recommendations, cleaning required, and no way to monitor activity, the restrooms will remain closed. A second portable restroom unit with sanitizer will be ordered for a different location at the park.

Fire Department

Chief Cooper provided the fire report:

Birthday party drive-bys are being completed almost every day. Emergency run volume is down, but increasing the past two weeks.

Ford started back up on Monday, so there is no delivery date yet for the three new township vehicles.

Firefighter Jim Reed has turned in a resignation for June 18, 2020. Jim and his wife will be relocating out of state.

Discussion was held on COVID-related reimbursement programs. FEMA's program will cover fire department overtime from training, extra medications ordered, extra gloves, sanitizing stations, etc. *Mr. Garrett moved and Mr. Haney seconded to approve Chief Cooper to file for the EMA/FEMA reimbursement grants for costs associated with COVID preparations by the Fire and EMS department.* *Vote: Haney-yes, Garrett-yes, Johnson-yes.*

The blood drive is scheduled next Saturday at the township building due to medical necessity, by appointment.

Other Business

The winter 2020-2021 rock salt order form was received from the Southwest Ohio Purchasers for Government bid group. The township will request 750 tons.

Fiscal Officer Jill Davis presented an appropriations amendment to re-allocate the Fire Fund expenditure categories. The Fire Fund expenditure budget of \$3,468,000 will not change. Mr. Haney moved and Mr. Garrett seconded to approve the Resolution #051320-1 amending and re-allocating the Fire Fund appropriations (attached).

Increases were made to Salaries, Retirements, and Supplies; decreases were made to Dues, Utilities, and Insurance. *Vote: Haney-yes, Garrett-yes, Johnson-yes.*

Preservation Parks Community Trail Improvement Grant guidelines for 2021 were reviewed. The township does not have a project that will qualify at this time.

Quotes were reviewed for a utility vehicle for use by the park/road department. After discussion, Mr. Johnson moved and Mr. Haney seconded to approve the purchase of a new 2018 Gravely Atlas JSV3000 with a heated cab and plow blade from Evolution Ag for \$19,500.00. *Vote: Haney-yes, Garrett-yes, Johnson-yes.*

Due to a large worker's comp claim, the township only qualifies for the group retrospective rating program sponsored by the Ohio Township Association for the next several years. Unlike traditional group rating, this program requires full premium payment, and offers potential for premium refunds over a three year period following policy years, based on the total group's cost control performance. The TPA third-party administrative fee for Careworks Comp for the 2021 policy year enrollment is \$2,689. Mr. Garrett moved and Mr. Haney seconded to approve the 2021 TPA fee with Careworks Comp, and to enroll in the group retrospective rating program by OTA.
Vote: Haney-yes, Garrett-yes, Johnson-yes.

Discussion was held on next steps for the prairie area.

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

RECORD OF PROCEEDINGS
CONCORD TOWNSHIP BOARD OF TRUSTEES

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GOVERNMENT FORMS & SUPPLIES 844-224-3336 FORM NO. 1D148

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ATTEST

Juan Davis
Fiscal Officer, Jill Davis

BOARD OF TRUSTEES

Bart Johnson
Bart Johnson

Joe Garrett
Joe Garrett

Jason Maney
Jason Maney

Concord Township Trustee Meeting

May 13, 2020

Call in number 571-317-3122

Access code 498307237

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

Annual Road bid approval through the county
Grader Patch contract with Delaware County

New Business

Park Restrooms should they remained closed

Fire Chief

Fiscal Officer

Adjourn



Jill Davis <jdavis@concordtwp.org>

Meeting info

1 message

Bart Johnson <bjohnson@ocj.com>

To: Angie Ellerbrock <aellerbrock@concordtwp.org>

Cc: Jill Davis <jdavis@concordtwp.org>, Todd Cooper <tooper@concordtwp.org>, Joe Garrett <jgarrett@concordtwp.org>, Jason Haney <jhaney@concordtwp.org>, Ric Irvine <irvine@concordtwp.org>

Tue, May 12, 2020 at 12:48 PM

Angie ,can you please post the following for tomorrow's meeting
Please bring a headset or participate from home.

May 13 2020 concord township trustee meeting
Wed, May 13, 2020 7:00 PM - 9:00 PM (EDT)

Please join my meeting from your computer, tablet or smartphone.
<https://global.gotomeeting.com/join/498307237>

You can also dial in using your phone.
United States: +1 (571) 317-3122

Access Code: 498-307-237

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<https://global.gotomeeting.com/install/498307237>

Sent from my iPad

CASH SUMMARY BY FUND
Concord Township [2020]

Date: 05/26/20

FUND	Starting Balance 01/01/20	Total Receipts	Transfers In (MEMO ONLY)	Advances In (MEMO ONLY)	Total Receipts	Expenditures	Transfers Out (MEMO ONLY)	Advances Out (MEMO ONLY)	Ending Balance 05/13/20
01 -GENERAL	6542094.84	721547.23	0.00	0.00	7263642.07	254695.43	0.00	0.00	7008946.64
02 -MOTOR VEHICLE LICENSE TAX	19613.08	5728.24	0.00	0.00	25341.32	398.03	0.00	0.00	20943.59
03 -GASOLINE TAX	94643.56	63753.25	0.00	0.00	158396.81	74041.93	0.00	0.00	84354.88
05 -CEMETERY	11940.39	3600.00	0.00	0.00	15540.39	2005.82	0.00	0.00	13534.57
10 -FIRE DISTRICT	836107.27	1397828.76	0.00	0.00	2333936.03	1013867.94	0.00	0.00	1220068.08
11 -ROAD DISTRICT	1122116.58	229199.38	0.00	0.00	1351315.96	60484.52	0.00	0.00	1290831.44
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	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
14B-COMMUNITY PARK IMPROV GRANT FUND (CPFG)	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	32098.74	11582.62	0.00	0.00	43681.36	6675.20	0.00	0.00	37006.16
TOTAL ALL FUNDS	8658614.46	2433239.48	0.00	0.00	11091853.94	1412168.67	0.00	0.00	9679685.07

PENDING WARRANT REPORT
Concord Township [2020]

Date: 05/05/20

Warrant Number	Warrant Amount	Voucher Number	Payee	Purpose
2079	160.01	V 2079	HR BUTLER, LLC	PAYROLL PROCESSING FEES 4/24/20
2080	3494.43	V 2080	HR BUTLER, LLC	PAYROLL AGENCY DEDUCTIONS 4/24/20
2081	50459.95	V 2081	HR BUTLER, LLC	PAYROLL SALARIES 4/24/20
2082	13311.13	V 2082	HR BUTLER, LLC	PAYROLL TAXES WITHHELD 4/24/20
	<u>67625.52</u>			
			Total Amount of Pending Warrants	

PENDING WARRANT REPORT
Concord Township [2020]

Date: 05/12/20

Warrant Number	Warrant Amount	Voucher Number	Payee	Purpose
2083	28265.29	V 2083	ANTHEM BCBS OH GROUP	MEDICAL INSUR MAY20
2084	57.50	V 2084	ANTHEM BCBS OH GROUP	MEDICAL INSUR MEWA FEES
2085	193.84	V 2085	HR BUTLER, LLC	PAYROLL PROCESSING FEES 5/8/20
2086	3793.08	V 2086	HR BUTLER, LLC	PAYROLL AGENCY DEDUCTIONS 5/8/20
2087	56077.59	V 2087	HR BUTLER, LLC	PAYROLL SALARIES 5/8/20
2088	14603.14	V 2088	HR BUTLER, LLC	PAYROLL TAXES WITHHELD 5/8/20
2089	35.00	V 2089	PNC BANK	BANK SVC FEES APR
2090	-105.00	V 2090	WALGREENS PHARMACY	VOID #16424, REPLACED BY #166658 3/10/20
2091	-1008.11	V 2091	GINGWAY PRODUCTS INC.	VOID CHECK - LOST IN MAIL
2092	33.00	V 2092	POSTMASTER	STOP CHECK FEE #16652 GINGWAY
16801	165.00	VM16801	GINGWAY PRODUCTS INC.	TWP STAMPS
16802	281.91	VM16802	WASHINGTONS HARDWARE AND AUTO PARTS	PARK/ROAD REPAIR PARTS
16803	647.50	VM16803	OHIOHEALTH EMERGENCY MEDICAL SERVICES	FIRE DEPT EMS MEDICAL DIRECTOR #1
16804	497.50	VM16804	BOUND TREE MEDICAL, LLC	FIRE DEPT EMS SUPPLIES
16805	268.80	VM16805	FRONTIER	FIRE DEPT PHONE UTILITY
16806	219.00	VM16806	WESTGATE STUDIO	FIRE DEPT LETTERING
16807	671.57	VM16807	OHIO EDISON	ELECTRIC UTILITIES
16808	1008.11	VM16808	GINGWAY PRODUCTS INC.	REISSUE CK#16652 FIRE/ROAD METALWORK
16809	40.00	VM16809	RIC IRVINE, ZONING INSPECTOR	ZONING CELL PHONE REIMB MAY20
16810	765.00	VM16810	BROSIUS, JOHNSON & GRIGGS, LLC	LEGAL COUNSEL/PERSONNEL THRU 4/30
16811	99.99	VM16811	TIME WARNER CABLE	ADMIN INTERNET SVC
16812	4325.00	VM16812	OHIO PRAIRIE NURSERY	PARK PRAIRIE SEED
16813	373.61	VM16813	COLUMBIA GAS	FIRE DEPT GAS UTILITY
16814	120.00	VM16814	REDD PUBLIC SAFETY EQUIP LLC	FIRE DEPT DRYER HANGER
16815	575.00	VM16815	ABLE SANITATION SERVICE, INC	FIRE DEPT HOLDING TANK PUMPED
16816	196.54	VM16816	CFIS GROUP INC.	ROAD DEPT PARTS SUPPLY
16817	364.13	VM16817	OHIGRO, INC	PARK/PRAIRIE SUPPLIES
16818	170.47	VM16818	VALTECH COMMUNICATIONS	ADMIN PHONE BILL
16819	17820.00	VM16819	J&A CONSTRUCTION INC.	ROAD DEPT 2020 MASTIC SEALING
16820	828.32	VM16820	BEEM'S BP DUST INC	FIRE/ROAD FUEL SUPPLY
16821	1200.00	VM16821	50-H PUBLIC POLICY INITIATIVES	TWP GRANT WRITER CONSULT
16822	7.00	VM16822	PRICE FARMS ORGANICS, LTD.	PARK DUMP FEES APR20
16823	750.61	VM16823	EXPRESS SERVICES INC	ROAD DEPT LABOR 4/13-4/16
16824	336.01	VM16824	LOWE'S COMPANIES, INC	ROAD/PARK/FIRE SUPPLIES
16825	25.00	VM16825	KIM HANSEN	PARK SHELTER REFUND
16826	250.00	VM16826	ANGELA SIEFRING	COMM BLDG RENTAL REFUND 5/9/20
16827	170.47	VM16827	GORDON FLESCH CO., INC.	ADMIN COPIER USAGE APR-MAY
16828	167.32	VM16828	MUNICIPAL EMERGENCY SVCS DEPOSIT ACCT	FIRE DEPT GEAR CLEANER
16829	179.00	VM16829	FIRE SAFETY SERVICES, INC.	FIRE DEPT CO GAS METER
16830	284.42	VM16830	MILLER'S TEXTILE SERVICES	FIRE DEPT MAT SVC
16831	300.00	VM16831	SIGN SMITH LLC	ROAD DEPT TRUCK LETTERING
16832	674.79	VM16832	TRACTOR SUPPLY CREDIT PLAN	ROAD SUPPLY/SPRAYER, CEMY PARTS
16833	1580.89	VM16833	SHELLY MATERIALS, INC	ROAD BERM, PARK/CEMY DUMP FEES
16834	452.06	VM16834	SHELLY MATERIALS, INC	ROAD DEPT BERMING STONE
16835	16324.00	VM16835	BUCKEYE HOME & LAND SVCS LLC	PROPERTY CLEAN-UP 6320 MOHICAN
16836	1156.67	VM16836	EXPRESS SERVICES INC	ROAD DEPT LABOR 4/20-5/2
	<u>155308.81</u>			
			Total Amount of Pending Warrants	

CONCORD TOWNSHIP BOARD OF TRUSTEES
APPROPRIATIONS AMENDMENT RESOLUTION # 051320-1

The Board of Trustees of Concord Township, Delaware County, Ohio, met in regular session on the 13th of May 2020 at the Concord Township Administrative Building with the following members present:

Bart Johnson

Steve Garrett

Jason Haney

Mr. Haney moved the adoption of the following Resolution:

BE IT RESOLVED by the Board of Trustees of Concord Township, Delaware County, Ohio that to provide for the current expenses and other expenditures of said Board of Trustees, during the fiscal year ending December 31, 2020, the following sums in the FIRE FUND are AMENDED as shown below, effective May 13, 2020, and are hereby set aside and appropriated, for the several purposes for which expenditures are to be made for and during said fiscal year, as follows:

January 1, 2020 - Current:

10 FIRE DISTRICT FUND

That there be appropriated from the Fire District Fund:

10A01 SALARIES	1,980,000.00
10A02 EMPLOYER'S RETIREMENT CONTRIBUTION	422,000.00
10A03 WORKERS' COMPENSATION	5,000.00
10A04 ASSESSMENTS & CONTRIBUTIONS	1,000.00
10A06 NEW BUILDINGS & EQUIPMENT	0.00
10A07 UTILITIES	30,000.00
10A08 TOOLS AND EQUIPMENT	240,000.00
10A09 SUPPLIES	45,000.00
10A10 REPAIRS	80,000.00
10A14 INSURANCE	415,000.00
10A15 OTHER EXPENSES	250,000.00
Total Fire District Fund:	3,468,000.00

Effective May 1, 2020 - New:

10 FIRE DISTRICT FUND

That there be appropriated from the Fire District Fund:

10A01 SALARIES	1,995,000.00
10A02 EMPLOYER'S RETIREMENT CONTRIBUTION	430,000.00
10A03 WORKERS' COMPENSATION	5,000.00
10A04 ASSESSMENTS & CONTRIBUTIONS	500.00
10A06 NEW BUILDINGS & EQUIPMENT	0.00
10A07 UTILITIES	28,500.00
10A08 TOOLS AND EQUIPMENT	240,000.00
10A09 SUPPLIES	79,000.00
10A10 REPAIRS	80,000.00
10A14 INSURANCE	360,000.00
10A15 OTHER EXPENSES	250,000.00
Total Fire District Fund:	3,468,000.00

Mr. Garrett seconded the Resolution, and the roll being called upon its adoption, the vote resulted as follows:

Mr/s. Steve Garrett

Mr/s. Bart Johnson

Mr/s. Jason Haney

Adopted 5/13/20

Jill M. Davis
Fiscal Officer

The STATE OF OHIO, DELAWARE COUNTY, ss:

I, Jill M. Davis, Fiscal Officer of Concord Township, Delaware County, Ohio, and in whose custody the Records of said Township are required be kept, do hereby certify that the foregoing Resolution was taken and copied from the original Resolution now on file, and has been compared by me to be a true and correct copy thereof.

WITNESS my signature, this 13th day of May, 2020

Jill M. Davis
Fiscal Officer