

RECORD OF PROCEEDINGS

Minutes of

Meeting

CONCORD TOWNSHIP BOARD OF TRUSTEES

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held

March 22, 2017

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Call to Order

The Concord Township Board of Trustees met in regular session on Wednesday, March 22, 2017 at the Concord Township Administrative Building. Chairman Bart Johnson called the meeting to order at 7:00 p.m. In attendance were Trustees Bart Johnson, Joe Garrett, and Jason Haney.

Mr. Garrett moved and Mr. Haney seconded to approve the minutes from the March 8, 2017 meeting with one correction. Vote: Haney-yes, Garrett-yes, Johnson-yes.

Public Input

Lori Kannally from the Delaware Health District distributed information on residential sewage system operation and maintenance, special collection events, senior citizen events, and community gardens.

Steve Locker of Locker Soccer spoke to the Board about soccer programs at Concord Park. He is looking for guidance and input on what the township wants for improvements, etc. His goal is to keep kids playing and enjoying sports. Discussion also included scheduling, work equity, field improvement, value to township, sponsor banners, and marking out fields.

Assistant Prosecuting Attorney Eric Penkal discussed the Montgomery nuisance property on South Section Line Road. History of past action was reviewed. No response has been received from the homeowner or attorney since January. Options under Ohio Revised Code 505.86 were reviewed, and Mr. Penkal advised the Board how to proceed.

The Butts property at Riverside Drive and Butts Road was again discussed. Zoning classification and historic use of the property was compared. Mr. Penkal will research.

Correspondence

The Board of Trustees received Notice of Recommendation of Conditional Approval for zoning application numbers ZC012107 Riverside Highlands, and ZC022017 Concord Highlands (attached). Terms and conditions for both developments include: recommendations from Regional Planning be met, compliance with any existing known regulations regarding working hours on the construction site, and completion of the traffic study and the results made available to the Trustees. The Trustees set a hearing for Wednesday, April 19, 2017 at 6:30 pm at the Township Hall.

Trustee Garrett met with Bob Lamb, County Economic Development, regarding residential TIFs and what is needed for commercial development. A special meeting was scheduled for Friday, March 31 at 10:00 am at the Township Hall for the Board to meet with Mr. Lamb for education on TIFs, JEDDs, and other types of funding. It was noted fire lieutenant interviews are needed the same day, so they will be scheduled for the special meeting the same day at 8:00 am at the Township Hall.

Zoning Department

Zoning Inspector Ric Irvine issued eight zoning permits to date for March.

Mr. Todd Faris submitted a zoning development application for a Manley Road project. The Zoning Commission has tentatively set a meeting date of April 18, 2017 for the hearing.

Final plans were received from the site engineer for Clarkshaw Moors project. Once the final plan is signed, it will go to Regional Planning, then recorded (probably end of April).

Mr. Irvine spoke with the site engineer on the Hook property quarry project. He is requesting information on submittal of a zoning development application.

Mr. Irvine has asked the engineer for the Buckeye Valley project for information, but only has received partial answers. The site plan is incomplete, so no permit has been issued. Chief Cooper added the engineer has requested water needs, but hasn't supplied building size information to determine the water needs.

An electronic message board under the township sign was suggested. Is there enough traffic for the sign to be effective on Home Road? Would a newsletter mailing be more effective? The Board would like approved zoning developments listed under a new tab on the website with map information.

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Mr. Irvine would like to know the construction hours set by the Board during an Epcon meeting.

Road, Maintenance, and Fire Departments

After discussion, ***motion was made by Mr. Johnson and seconded by Mr. Garrett to adopt resolution #032217-1, approving to enter into contract with Warren Fire Equipment for new SCBA apparatus and accessories, per bid details, in the amount of \$134,772.00, to be reimbursed 95% by a FEMA grant. Upon roll call vote: Haney-yes, Garrett-yes, Johnson-yes.***

At the last meeting, the phone system for the new fire station was pulled from the Garber Connect bid, and only wifi and camera setups were approved. Discussion was held on phone system options for Frontier's Mitel system and Garber Connect's individual phones. What is needed versus what do they provide? Tabled.

Three quotes were received for fire department purchase of twenty-five sections of three inch hose, eligible for 95% reimbursement by a FEMA grant. Per Chief Cooper's recommendation, ***Mr. Garrett moved and Mr. Haney seconded to approve purchase of the hose from Finley Fire in the amount of \$5,265.00. Vote: Haney-yes, Garrett-yes, Johnson-yes.***

Discussion was held on federal and county compliance, and what is needed for ADA curb improvements. Mr. Doug Riedel of the county engineer's office will be invited to the next meeting. Curb quotes will be received from Decker Construction and Newcomer Construction.

The road department reviewed berm edgers and road graders. No action taken.

Joe Holloway is reviewing mower quotes from last fall and getting trade-in values.

Fire station construction update: drywall is done, range hood approved by county but engineer will not approve since no UL rating even though it passes the building code, is OK for install per Trustees, will try new mortar for stone exterior once weather warmer. It was noted the next construction meeting is next Tuesday instead of Thursday. Estimated completion is end of May.

Four change order estimates were presented for approval:

1-\$5,414.20 for suspended drywall ceiling to meet building code,

2-\$5,794.70 for wiring conduit and additional locations,

3-\$1,059.67 for stainless steel sheets in kitchen, which the Board feels should have been included on construction drawings,

4-\$3,190.03 for four feet of wall protection wainscot in kitchen and day room.

After discussion, ***Mr. Haney moved and Mr. Garrett seconded to approve the above change orders #1, 2, and 3. Vote: Haney-yes, Garrett-yes, Johnson-yes.***

Mr. Johnson moved and Mr. Garrett seconded to increase the administrative and zoning assistant to 25-30 hours per week with Mr. Cooper overseeing the position. Vote: Haney-yes, Garrett-yes, Johnson-yes.

Chief Cooper noted firefighter Barcus is back to full duty after three months of light duty. Lt. Held has a knee injury and is off for an unknown amount of time.

Mr. Garrett requested land appraisal information from Chief Cooper.

Financial

The 2017-18 winter salt bid documents are being prepared. The township will request 1250 tons.

It was noted the first half tax 2016 settlement was slightly higher than expected.

Mrs. Davis also mentioned a state liquor license was issued to the Powell Village Winery and Tasting Room on Cook Road.

Worker's compensation third party administration was discussed. ***Motion was made by Mr. Johnson and seconded by Mr. Haney to renew the worker's compensation group rating program with CareWorks Comp, endorsed by the Ohio Township Association, for an annual fee of \$2,611.00. Vote: Haney-yes, Garrett-yes, Johnson-yes.*** The projected discount is 46% for the group rating program.

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Chairman Johnson certified the Fiscal Officer provided current financial reports for the township. The current Cash Summary by Fund balances were: General Fund \$5,284,394.46, and Special Revenue Funds (Motor Vehicle License Taxes, Gas Tax, Cemetery, Road, and Fire Funds) \$4,577,367.72.

The Fiscal Officer certified funds have been appropriated and money is in the treasury to pay the bills. Therefore, **Mr. Garrett moved and Mr. Haney seconded to approve all pending purchase orders, vouchers, and warrants #1596-1600, 12723-12770, totaling \$163,491.75. Vote: Haney-yes, Garrett-yes, Johnson-yes.**

As there was no further business, **Mr. Garrett moved and Mr. Haney seconded to adjourn. Vote: Haney-yes, Garrett-yes. Johnson-yes.** Meeting adjourned 10:20pm.

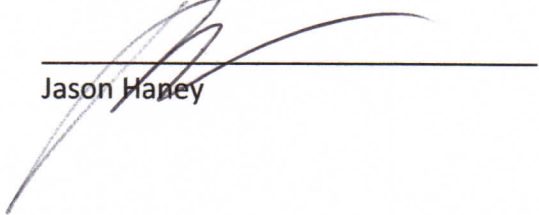
ATTEST

BOARD OF TRUSTEES


Fiscal Officer, Jill Davis


Joe Garrett


Bart Johnson


Jason Haney

March 22, 2017

CONCORD TOWNSHIP TRUSTEE MEETING

AGENDA

ROLL CALL

APPROVE MINUTES

PUBLIC INPUT

PA office update on the Montgomery property

OLD BUSINESS

Soccer Fields use and agreement with BYAA

NEW BUSINESS

Zoning letter from the zoning board

Special meeting for firefighter interviews.

ZONING INSPECTOR

FIRE DEPARTMENT / OPERATIONS DIRECTOR

Fire Station update

EMS Billing update

Fiscal Officer

PAY BILLS – I would like to certify that the fiscal officer has provided financial records. I need a motion to pay bills, approve pending warrants, purchase orders and blanket certificates

Adjourn

O&M : (Operation and Maintenance)

FAQs : (Frequently Asked Questions)



Delaware General Health District 1- 3 W. Winter St., Delaware, OH 43015 (740) 368-1700

Why is an O&M program required?

On Jan. 1, 2015 a new statewide sewage rule (OAC 3701-29) went into effect requiring the program. The intent of the program is to reduce pollution by periodic evaluations of sewage treatment systems (STS).

Why do we need the O&M program?

O&M is vital to the continued use and functionality of STS. O&M generally means an evaluation of an existing STS to ensure that it is properly functioning. The maintenance also helps prolong the life of a STS, much like regularly changing the oil in your car extends the life of the vehicle.

Will the Health District inspect my property?

It is the Health District's hopes that all homeowner's will either contract with registered sewage service providers or will register as a sewage service provider (homeowners can register as a service provider to work on their own system) to conduct the review of their STS. If a property owner does not contract with a registered service provider the Health District is required to assure an evaluation is completed. The service provider will charge for this service.

Why do some sewage systems have a one-year permit and others have a five-year permit?

Largely, the **one-year permit** is required by State rules per their approval for use. As these systems all have mechanical components, the Health District combined them under the term "mechanical systems." Mechanical systems are seen to be a higher risk as they have motors, pumps and other working components that could fail at any time allowing sewage to pollute our wells and waterways.

The **five-year permit** was chosen for the traditional septic tank followed by a leach field system. With no motors or mechanical components these systems naturally have lower potential to fail. Traditional knowledge is to pump a septic tank every 3-5 years. This combined with information from the US Census Bureau and the Ohio State University was utilized. Based on US Census data, the average home size in the Midwest is a three-bedroom home and the average household includes three persons. Data by the Ohio State University suggests such a home would need pumped approximately every 5.9 years. Based on this information, the five-year permit was chosen.

What will I have to pay for this permit?

There is currently no charge for the O&M permit. If you are currently having your system serviced by a registered sewage service provider, your provider will need to submit the report to the Health District. If the Health District must perform the evaluation (because one completed by a registered service provider was not submitted) a fee will be charged.

Will I have to replace my sewage system?

Only systems that are malfunctioning will need corrective actions or connection to sanitary sewer. It is rare that an entire sewage system will need to be replaced. Usually making repairs or alterations to the existing system is sufficient.

How was the phase in process decided?

The phase in process was a collaborative effort. Invitations to join the O&M stakeholder group were sent to elected officials, realtors, homeowners, commercial sewage system operators, sewage installers, sewage designers, sewage service providers, sewage pumpers and was attended by Health District staff and members of the Board of Health. In addition, the meetings were advertised to the public and open to anyone who wished to attend.

Where can I find more information?

For more detailed information, visit the O&M portion of DelawareHealth.org or call 740-368-1700 to speak to a registered sanitarian from the Residential Services Unit.



Delaware General Health District
Dedicated to Your Health





Special Collection Events

2017

Delaware, Knox, Marion, Morrow Counties

RESIDENTS ONLY

Electronics
Tires
Paper Shredding

APRIL 29

9 am - 1 pm

Morrow County

Morrow County Fairgrounds
195 South Main Street
Mount Gilead, Ohio 43338
419-947-1545 for more information

Tires up to 19" rim \$2 each
Tires over 19" rim \$5 each
Ag and off the road tires \$35 each
Televisions \$10 each
Limit 5 file boxes of paper
cash or check only

Hazardous Waste
Paint
Paper Shredding

MAY 13

9 am - 1 pm

Marion County

Marion County Fairgrounds
220 East Fairgrounds Street
Marion, Ohio 43302
740-223-4120 for more information

Paint Cans (any size) \$2 each
limit 10 cans of paint
up to 5 gallon containers
Limit 5 file boxes of paper
cash or check only

Hazardous Waste
Paint
Paper Shredding

AUGUST 26

9 am - 1 pm

Knox County

Knox County Fairgrounds
125 Fairgrounds Road
Mount Vernon, Ohio 43050
740-393-6704 for more information

Paint Cans (any size) \$2 each
limit 10 cans of paint
up to 5 gallon containers
limit 5 file boxes of paper
cash or check only

Electronics
Tires
Paper Shredding

OCTOBER 14

9 am - 1 pm

Delaware County

Delaware County Fairgrounds
935 US Rte. 23 North
Delaware, Ohio 43015
740-368-1700 for more information

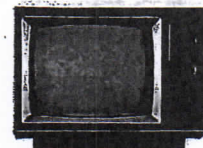
Tires up to 19" rim \$2 each
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Delaware, Knox, Marion, Morrow Solid Waste District

117 East High Street, Suite 257
Mount Vernon, Ohio 43050

WWW.DKMM.ORG



Celebrating 4th Annual **Seniors**

Be Safe • Be Well • Be Connected

PRESENTED BY:

Stepping Up
TO PREVENT FALLS
COALITION OF DELAWARE COUNTY

MAY 4

Mingo Park 10 a.m. - 1 p.m.
500 E. Lincoln Ave. Delaware, OH

Older adults & caregivers are invited to enjoy a **FREE** day of **safety, health & community** along with **FREE food, fun & festivities**

- **AAA Car Fit**
- **Brake Reaction Timer**
- **Prescription Drug Disposal**
- **Bingo**
- **Line Dancing**
- **Exercise Sessions**
- **Blood Pressure Checks**
- **Balance Screenings**
- **Spinal Screenings**
- **Hearing Screenings**
- **Memory Screenings**

Warrant Number	Warrant Amount	Voucher Number	Payee	Purpose
1596	18.00	V 1596	PNC BANK	MONTHLY BANK CHARGES MAR'17
1597	197.83	V 1597	HR BUTLER, LLC	PAYROLL PROCESSING FEES 3/17/17
1598	3527.51	V 1598	HR BUTLER, LLC	PAYROLL AGENCY DEDUCTIONS 3/17/17
1599	44475.61	V 1599	HR BUTLER, LLC	PAYROLL SALARIES 3/17/17
1600	14546.38	V 1600	HR BUTLER, LLC	PAYROLL TAXES WITHHELF 3/17/17
12723	36400.10	VW12723	OHIO INSURANCE SERVICES AGENCY, INC	MEDICAL,DENTAL,VISION,LIFE INSUR APR17
12724	1163.80	VW12724	OHIO EDISON	PARK,BLDG,ROAD ELECTRIC UTILITY
12725	214.09	VW12725	MADISON ENERGY COOP ASSOC INC	ROAD DEPT GAS UTILITY
12726	233.68	VW12726	FRONTIER	FIRE DEPT PHONE UTILITY
12727	201.65	VW12727	TEACHERS PROTECTIVE MUTUAL LIFE INS. CO.	ROAD DEPT DISABILITY INS/HOLLOWAY
12728	164.00	VW12728	WORKHEALTH	FIRE DEPT DRUG SCREEN
12729	1800.00	VW12729	FORTE HOLDINGS	FIRE DEPT EMS SOFTWARE ANNUAL SUBSCRIP
12730	2684.06	VW12730	OHIO BUREAU OF WORKERS' COMPENSATION	WORKERS COMP PREMIUM MAR'17
12731	213.00	VW12731	CIVITAS MEDIA LLC/DELAWARE GAZETTE	FIRE/ZONING ADVERTISING
12732	495.42	VW12732	PNC BANK	FIRE DEPT SUPPLIES
12733	162.09	VW12733	GINGWAY PRODUCTS INC.	ROAD DEPT TOOLS
12734	529.44	VW12734	EXPRESS SERVICES INC	ROAD DEPT LABOR 24HRS. 2/27-3/2
12735	22.50	VW12735	LOEB ELECTRIC	ROAD DEPT SHOP SUPPLIES
12736	65.40	VW12736	JILL DAVIS	REIMB POSTAGE AND 1099 FORMS
12737	171.44	VW12737	THE DEXTER COMPANY	ROAD DEPT TAILGATE SHIELDS
12738	98.78	VW12738	INTERSTATE BILLING SERVICE, INC.	ROAD DEPT TRUCK#348 LED LIGHT
12739	88.82	VW12739	DEL-CO WATER CO INC	FIRE DEPT WATER UTILITY
12740	643.00	VW12740	OHIO EDISON	FIRE DEPT ELECTRIC UTILITY
12741	129.35	VW12741	AIRGAS GREAT LAKES	FIRE DEPT GAS CYLINDER RENTAL
12742	315.62	VW12742	INTERSTATE BILLING SERVICE, INC.	FIRE DEPT M341 REPAIR/SPRING AIR RIDE
12743	876.45	VW12743	DENT MAGIC	ROAD DEPT FORD RANGER DENT REPAIR
12744	39391.86	VW12744	OHIO POLICE & FIRE PENSION FUND	FIRE PENSION CONTRIBUTIONS FEB'17
12745	372.87	VW12745	INTERSTATE BILLING SERVICE, INC.	ROAD TRUCK#349 REPAIR PARTS
12746	5318.72	VW12746	PUBLIC EMPLOYEES RETIREMENT SYSTEM	TOWNSHIP PENSION CONTRIBUTIONS FEB'17
12747	262.23	VW12747	VERIZON WIRELESS	ROAD/FIRE CELL PHONE BILL
12748	3055.00	VW12748	OHIOHEALTH EMERGENCY MEDICAL SERVICES	FIRE DEPT EMS PARAMEDIC REFRESHER COURSE
12749	507.38	VW12749	EXPRESS SERVICES INC	ROAD DEPT LABOR 23 HRS 3/6-3/10
12750	65.30	VW12750	FRONTIER	ADMIN ALARM PHONE LINE
12751	330.37	VW12751	DEL-CO WATER CO INC	TOWNSHIP WATER BILLS
12752	250.00	VW12752	BILL AREHART	FIRE DEPT 2017 UNIFORM MAINT
12753	250.00	VW12753	BOB BARCUS	FIRE DEPT 2017 UNIFORM MAINT
12754	250.00	VW12754	LANE BERLIN	FIRE DEPT 2017 UNIFORM MAINT
12755	250.00	VW12755	TODD COOPER	FIRE DEPT 2017 UNIFORM MAINT
12756	250.00	VW12756	KEITH ERNSBERGER	FIRE DEPT 2017 UNIFORM MAINT
12757	250.00	VW12757	TYLER GRAY	FIRE DEPT 2017 UNIFORM MAINT
12758	250.00	VW12758	JACK GUYTON	FIRE DEPT 2017 UNIFORM MAINT
12759	250.00	VW12759	GABE HAFNER	FIRE DEPT 2017 UNIFORM MAINT
12760	250.00	VW12760	JERRY HELD	FIRE DEPT 2017 UNIFORM MAINT
12761	250.00	VW12761	GREG HUFF	FIRE DEPT 2017 UNIFORM MAINT
12762	250.00	VW12762	JOE KELLY	FIRE DEPT 2017 UNIFORM MAINT
12763	250.00	VW12763	DOUG KINDELL	FIRE DEPT 2017 UNIFORM MAINT
12764	250.00	VW12764	CHAD MAST	FIRE DEPT 2017 UNIFORM MAINT
12765	250.00	VW12765	JAMES REED	FIRE DEPT 2017 UNIFORM MAINT
12766	250.00	VW12766	JESSE RICE	FIRE DEPT 2017 UNIFORM MAINT
12767	250.00	VW12767	JEREMY SCHEELER	FIRE DEPT 2017 UNIFORM MAINT
12768	250.00	VW12768	RHYAN SCHOLL	FIRE DEPT 2017 UNIFORM MAINT
12769	250.00	VW12769	BEN THOMAS	FIRE DEPT 2017 UNIFORM MAINT
12770	250.00	VW12770	MICAH WERLING	FIRE DEPT 2017 UNIFORM MAINT
=====				
163491.75			Total Amount of Pending Warrants	

CASH SUMMARY BY FUND
Concord Township [2017]

Date: 03/22/17

FUND	Starting Balance 01/01/17	Total Receipts	Transfers In (MEMO ONLY)	Advances In (MEMO ONLY)	Total Receipts and Balances	Expenditures	Transfers Out (MEMO ONLY)	Advances Out (MEMO ONLY)	Ending Balance YTD
01 -GENERAL	4915200.40	520604.83	0.00	0.00	5435805.23	151410.77	0.00	0.00	5284394.46
02 -MOTOR VEHICLE LICENSE TAX	29394.92	4088.35	0.00	0.00	33483.27	2858.81	0.00	0.00	30624.46
03 -GASOLINE TAX	85963.78	17987.69	0.00	0.00	103951.47	36909.52	0.00	0.00	67041.95
05 -CEMETERY	40409.92	3787.20	0.00	0.00	44197.12	311.27	0.00	0.00	43885.85
10 -FIRE DISTRICT	2713667.24	1316112.58	0.00	0.00	4029779.82	1515793.32	0.00	0.00	2513986.50
11 -ROAD DISTRICT	1489315.58	398025.03	0.00	0.00	1887340.61	6781.63	0.00	0.00	1880558.98
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 (CPIG)	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	48678.56	8482.12	0.00	0.00	57160.68	15890.70	0.00	0.00	41269.98
TOTAL ALL FUNDS	9322630.40	2269087.80	0.00	0.00	11591718.20	1729956.02	0.00	0.00	9861762.18