

RECORD OF PROCEEDINGS

Minutes of

Meeting

CONCORD TOWNSHIP BOARD OF TRUSTEES

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held

October 24, 2016

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Call to Order

The Concord Township Board of Trustees met in regular session on Monday, October 24, 2016 at the Concord Township Administrative Building. Chairman Bart Johnson called the meeting to order at 7:00 p.m. The roll was called, and Trustees Joe Garrett and Bart Johnson were present.

Minutes

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

Public Input

Connie Resanovich, Board of Zoning Commission Chairman, reported no new zoning requests have come before the Board. The Board would like to begin working on the Zoning Code changes, hold a workshop, and meet twice monthly to complete the changes by late winter or early spring. Sections of the code would be assigned to members for input, to update the Code with the recently approved Comprehensive Plan. She also discussed reviewing the one-step versus two-step zoning change process. Most developers like a two-step process, where they apply for change of zoning first, then if accepted can purchase property and submit final plans later since costly. Mr. Johnson noted the one-step process shows the developer is committed, even though the site plans can cost \$40-50,000. Ms. Resanovich will check with Berlin Township, which revised their zoning in 2014 with similar demographics. Mr. Garrett suggested updating the code's cell tower, nuisance property, and noise ordinance verbiage.

Ms. Thompson of Freshwater Road updated the Trustees on drainage issues on her property. County Soil and Water met at her property but she did not like their suggestions. She requested information on splitting property to sell, and also how to sign up for the township's electric aggregation program.

Thomas Welch of OTARMA presented the township liability insurance renewal. Concord Township has been a member of OTARMA since 1992, and the pool currently has 1,008 members. The township will receive a distribution for this year of nearly \$3,000. The policy has \$5 million liability, with no aggregate limit. After discussion, **Mr. Garrett moved and Mr. Johnson seconded to approve renewal of the township's liability insurance with OTARMA at the \$5million liability level for \$49,000. Vote: Garrett-yes, Johnson-yes.** It was also noted the township can apply for the current fire station damage depreciation amount (~\$101,000) when the new fire station is eighty percent complete.

Old Business

Frank Harmon of Ohio Insurance Services, discussed the two options for higher deductible plans through Medical Mutual of Ohio (MMO). He noted there were no price discrepancies between United Healthcare and MMO since they do not underwrite the program. The MMO network is great within Ohio and partner with First Health network outside of Ohio. The additional deductible exposure (\$7,000, 80%/20%) of the policy option results in a price lower than the current premium. Co-pays for office visits, urgent care, emergency room, and prescription drugs would increase. The Trustees agreed the HRA funding plan would need to be increased to current levels to offset the higher deductibles and co-pays. It was noted the firefighter's union contract states no cost of health insurance to the firefighter for the duration of the three year contract. The renewal of the township through the OPEC-HC cooperative goes through January 1, 2018. Therefore after discussion, **Mr. Johnson moved and Mr. Garrett seconded to approve the Medical Mutual of Ohio 80/20 medical insurance plan through the OPEC Healthcare Cooperative at the \$6,500 deductible level (an estimated premium cost of \$33,000 per month). Vote: Garrett-yes, Johnson-yes.** The HRA funding plan will be updated per discussion and approved by the end of November. It was proposed to fund HRA reimbursements down to current co-pay levels, and track co-pay categories throughout 2017 for review.

The landowners at Eagle Creek are still upset with the County about the culvert replacement. The Township also sent a letter to the County Engineer and no response was

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received. The Trustees question if the culvert replacement in the floodplain plan was followed. The issue is not finished.

New Business

Mr. Johnson moved and Mr. Garrett seconded to approve the township's posted road schedule for 2017, with no changes from 2016. Vote: Garrett-yes, Johnson-yes. Joe Holloway with road department will check posted road signage. Fiscal Officer Davis will file the posted road form with the County.

Information was received for 2017 road improvement inspections. A date will be chosen when Mr. Haney is present. Mike Metzger from the County Engineer's office will help with the inspections this year.

Mr. Garrett discussed the need for the cemetery reclamation process at Oller Cemetery. A list will be made of graves that need checked, next of kin contacted, notice published, and possibly have the areas sonared. Then the township can reclaim the areas. Mr. Garrett and Ms. Davis will meet to plan the process.

Zoning Department

The Dobyys nuisance property on US 42 contacted Mr. Johnson. They are making slow progress. Deadline for abatement will be November 13, 2016.

The Montgomery nuisance property on South Section Line Road is still full of debris and no roof in place. It was suggested to send another letter and schedule a future visit.

The Cunningham nuisance property at 7364 Dublin Road has been turned over to the bank as of last Friday. CF Bank asked for one week from last Friday to clean up the property and winterize. The Trustees appreciate the progress and communication.

The Arrillaga nuisance properties on Moore and Dublin Roads will be mowed by Ken Darst. The owner's agent stated a third house will also be mowed on the east side of Dublin Road. They would like to tear down all three houses.

Welcome back Zoning Inspector Ric Irvine! Mr. Irvine will be out of office again mid December for the next hip surgery. Many thanks to admin assistant Angie Ellerbrock for keeping the zoning office and permits up to date while he was out .

Director of Operations

Chief Cooper reported the fire department promotional test was taken by three firefighters, and all passed. The next phase is assessments, then interviews.

Mr. Johnson will contact Mr. Jackson about the construction of the basketball trophy case progress.

The Board of Elections inquired about a backup generator.

The double catch basin at Palmer Court is falling in and will be repaired by the road department.

Discussion was held on a proposal to turn a Rockford Homes development on Kellogg Drive in Liberty Township into a cul-de-sac, which creates fire access issues and delayed response time. Kellogg Drive was originally supposed to extend to Steitz Road in Liberty Township, but due to the road curvature, and the expense of straightening Steitz, a cul-de-sac was proposed by the developer. Mr. Cooper did not approve the change.

Ms. Davis confirmed the church lease renewal was in process.

EMS billing has begun, and there are no issues so far from the fire department. The Medicare ID number has been assigned and now additional paperwork is being requested by Medicount for the Anthem approval; Ms. Davis will submit. An invitation from Delaware County was received for an EMS billing informational meeting.

The Campbell Drive work is finished and will be seeded tomorrow.

Two quotes were received for damage repairs for the road department pickup truck - Dent Magic \$2927.87, and Germain \$3,427.76. Mr. Johnson asked for more information.

The Pierce fire engine bid on GovDeals.com is currently at \$2,881, and ends Nov. 2.

Speed trailer data was reviewed for Scioto Parkway at New Point Place.

Trucco Construction safety director met with the fire department regarding the open bore and dig for the Butts Road sewer line.

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Fire station construction update: the generator was set, stone picked from Oberfield, concrete in progress, siding starts tomorrow, then roof, all enclosed in two weeks. Mr. Johnson asked if there was any resolution on the concrete quality issues and repairs. No response was received from the old subcontractor and a new sub was hired to finish. It was suggested a project sign be installed. Project completion expected in April.

Financial

It was made a matter of record that Oller Cemetery lot 367, graves 2, 3, and 4 were sold. Deeds were signed.

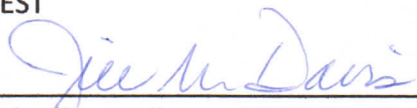
Chairman Johnson certified the Fiscal Officer provided current financial reports for the township. The current Cash Summary by Fund balances were: General Fund \$4,930,921.37, and Special Revenue Funds (Motor Vehicle & Permissive License Tax, Gas Tax, Cemetery, Road, Fire) \$5,630,523.77.

The Fiscal Officer certified funds have been appropriated and money is in the treasury to pay the bills. Therefore, **Mr. Garrett moved and Mr. Johnson seconded to approve all pending purchase orders, vouchers, and warrants #1544-1549, 12377-12407, totaling \$163,741.34. Vote: Garrett-yes, Johnson-yes.**

Mowing of the park was discussed. A quote was received of \$40/acre.

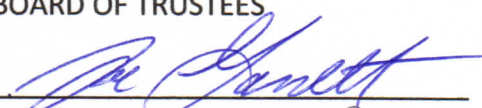
As there was no further business, **Mr. Garrett moved and Mr. Johnson seconded to adjourn. Vote: Garrett-yes. Johnson-yes.**

ATTEST




Fiscal Officer, Jill Davis

BOARD OF TRUSTEES



Joe Garrett



Bart Johnson

October 24, 2016

CONCORD TOWNSHIP TRUSTEE MEETING

AGENDA

ROLL CALL

APPROVE MINUTES

PUBLIC INPUT

Zoning Board Chairperson Resanovich

OLD BUSINESS

Insurance renewal

Eagle Creek Lane Bridge

NEW BUSINESS

Posted Roads

Annual Road inspection and work for 2017

ZONING INSPECTOR

Nuisance Properties update

5900 US Rt 42

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

PENDING WARRANT REPORT
Concord Township [2016]

Date: 10/24/16

Warrant Number	Warrant Amount	Voucher Number	Payee	Purpose
1544	36.00	V 1544	PNC BANK	BANK SERVICE CHARGES AUG-SEP'16
1545	18.00	V 1545	PNC BANK	BANK SERVICE MONTHLY CHARGE
1546	206.00	V 1546	HR BUTLER, LLC	PAYROLL PROCESSING FEE 10/14/16
1547	2834.76	V 1547	HR BUTLER, LLC	PAYROLL AGENCY DEDUCTIONS 10/14/16
1548	51610.53	V 1548	HR BUTLER, LLC	PAYROLL SALARIES 10/14/16
1549	16065.45	V 1549	HR BUTLER, LLC	PAYROLL TAXES WITHHELD 10/14/16
12377	228.06	VW12377	TIME WARNER CABLE	INTERNET SVCS
12378	260.04	VW12378	HILLIARD LAWN & GARDEN, LLC	MAINT. 800 PRO MOWER BEARINGS,BELT
12379	143.39	VW12379	KLEEM, INC.	ROAD DEPT SIGNAGE SUPPLY
12380	244.87	VW12380	CERTIFIED LABORATORIES	ROAD DEPT SUPPLIES
12381	37693.55	VW12381	OHIO POLICE & FIRE PENSION FUND	FIRE DEPT SEP'16 PENSION CONTRIBUTIONS
12382	5421.65	VW12382	PUBLIC EMPLOYEES RETIREMENT SYSTEM	SEP'16 PENSION CONTRIBUTIONS
12383	229.52	VW12383	FRONTIER	FIRE DEPT PHONE BILL
12384	143.00	VW12384	PNC BANK	FIRE DEPT TOOLS/PED-SLEEVE KIT
12385	18.42	VW12385	MADISON ENERGY COOP ASSOC INC	ROAD DEPT GAS UTILITY
12386	91.19	VW12386	KLEEM, INC.	ROAD DEPT SIGNAGE SUPPLY
12387	83.00	VW12387	WORKHEALTH	FIRE DEPT RANDOM ALCOHOL SCREENING
12388	178.14	VW12388	WALMART COMMUNITY	FIRE DEPT STATION SUPPLIES
12389	39807.86	VW12389	OHIO INSURANCE SERVICES AGENCY, INC	HEALTH,DENTAL,VISION,LIFE INS NOV'16
12390	40.00	VW12390	RIC IRVINE, ZONING INSPECTOR	ZONING CELL PHONE REIMB OCT'16
12391	316.56	VW12391	VERIZON WIRELESS	ROAD/FIRE CELL PHONE BILLS
12392	760.00	VW12392	JAMES TREE SERVICE	ROAD DEPT TREE REMOVAL RUTHERFORD RD
12393	1136.51	VW12393	42 AUTOMOTIVE INC.	ROAD DEPT TRUCK REPAIRS, F350 & RANGER
12394	1320.00	VW12394	OHIO TWP ASSOC. RISK MANAGEMENT AUTH.	7990 DUBLIN RD BUILDERS RISK, EFF.9/8/16
12395	706.78	VW12395	OHIO EDISON	PARK/ROAD/ADMIN ELEC
12396	790.54	VW12396	OHIO EDISON	FIRE DEPT ELECTRIC UTILITY
12397	399.13	VW12397	DEL-CO WATER CO INC	WATER UTILITIES
12398	8.61	VW12398	AIRGAS GREAT LAKES	FIRE DEPT GAS CYLINDER RENTAL
12399	705.98	VW12399	HERITAGE PHARMACY, INC.	FIRE DEPT EMS SUPPLIES
12400	36.08	VW12400	SUTPHEN CORPORATION	FIRE DEPT REPAIR,Q341 SWITCH
12401	550.68	VW12401	FIRE SAFETY SERVICES, INC.	FIRE DEPT THERMAL IMAG CAMERA REPAIRS
12402	295.00	VW12402	PUBLIC AGENCY TRAINING COUNCIL	ARSON CASE MGMT CLASS/C.MAST
12403	40.00	VW12403	OSFSI	FIRE INSTRUCTOR MEMBERSHIP/R.SCHOLL
12404	143.50	VW12404	BROSIUS, JOHNSON & GRIGGS, LLC	LEGAL SERVICE FIRE EMPLOYEE MATTER
12405	875.00	VW12405	HOWELL RESCUE SYSTEMS INC	FIRE DEPT GENESIS MAINT.
12406	158.27	VW12406	SHERWIN WILLIAMS CO	ROAD DEPT PAINT SUPPLES
12407	145.27	VW12407	JILL DAVIS	FALL FESTIVAL SUPPLIES REIMB
=====				
	163741.34		Total Amount of Pending Warrants	

CASH SUMMARY BY FUND
Concord Township [2016]

Date: 10/24/16

FUND	Starting Balance 01/01/16	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	5820673.77	1090033.02	0.00	0.00	6910706.79	1979785.42	1500000.00	0.00	4930921.37
02 -MOTOR VEHICLE LICENSE TAX	16306.48	14885.16	0.00	0.00	31391.64	4013.66	0.00	0.00	27377.98
03 -GASOLINE TAX	112662.58	80130.29	0.00	0.00	192792.87	130208.84	0.00	0.00	62584.03
05 -CEMETERY	33130.36	14010.00	0.00	0.00	47140.36	7988.51	0.00	0.00	39151.85
10 -FIRE DISTRICT	2710871.21	4233508.63	1500000.00	0.00	6944379.84	3281681.26	0.00	0.00	3662698.58
11 -ROAD DISTRICT	1425311.39	434244.44	0.00	0.00	1859555.83	64436.84	0.00	0.00	1795118.99
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	24161.83	29757.53	0.00	0.00	53919.36	10327.02	0.00	0.00	43592.34
TOTAL ALL FUNDS	10143317.62	5896569.07	1500000.00	0.00	16039886.69	5478441.55	1500000.00	0.00	10561445.14