

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

Minutes of

Meeting

BEAR GRAPHICS · 800-325-8094 · FORM NO. 10148

**February 8, 2016**

20 Page 1 of 3

Held \_\_\_\_\_

**Call to Order**

The Concord Township Board of Trustees met in regular session on Monday, February 8, 2016 at the Concord Township Administrative Building. Chairman Bart Johnson called the meeting to order at 7:00 pm. The roll was called and attending were Trustees Jason Haney, Joe Garrett, and Bart Johnson.

Mr. Garrett moved and Mr. Haney seconded to approve the minutes from the January 11, 2016 trash input meeting. Vote: Haney-yes, Garrett-yes, Johnson-yes.

Mr. Garrett moved and Mr. Haney seconded to approve the minutes from the January 13, 2016 Comprehensive Plan meeting. Vote: Haney-yes, Garrett-yes, Johnson-yes.

Mr. Garrett moved and Mr. Haney seconded to approve the minutes from the January 16, 2016 work session with the Zoning Commission. Vote: Haney-yes, Garrett-yes, Johnson-yes.

Mr. Garrett moved and Mr. Haney seconded to approve the minutes from the January 25, 2016 Trustee's meeting. Vote: Haney-yes, Garrett-yes, Johnson-yes.

Mrs. Davis moved and Mr. Johnson seconded to approve the minutes from the January 25, 2016 Records Commission meeting. Vote: Davis-yes, Johnson-yes.

Mr. Garrett moved and Mr. Haney seconded to approve the minutes from the January 26, 2016 fire station bid opening meeting. Vote: Haney-yes, Garrett-yes, Johnson-yes.

**Public Input**

Conversation was held between the Board of Trustees, Dustin Kraus of the Bellpoint Youth Athletic Association (BYAA), and Steve Locker of Locker Soccer. The Board does not want to be in the youth sports business and feel BYAA is the perfect organization to coordinate all youth sports at the park. They currently only offer baseball and softball, and BYAA currently does the scheduling of the ball fields for the township. The Board has asked how can we work with Locker Soccer to include and offer soccer programs to residents of the township under the umbrella of the BYAA? The BYAA is interested in all athletics, and provides "sweat equity" to care for the ball fields and facilities. Mr. Locker provided feedback on soccer field maintenance. Mr. Kraus and Mr. Locker will meet to discuss options.

**Old Business**

The trash contract was presented for signing. A mailing will go out with instructions for residents, and will also be placed on the township website. Republic is planning to deliver cans to the area between March 7-21.

The Trustees would like the website updated. Mr. Haney will help with the update to re-organize the site.

The fire station bids were discussed. Thomas & Marker and Charter Hill were the two low bidders. M&W Architects held interviews with the two companies. Charter Hill noted their bid amount for masonry was not correct, but they will stand by what they quoted. The Trustees discussed the alternate bid options and decided to go with all options except the upgraded epoxy floor in the bays. For the bay doors, the option selected was full glass. The base bids between the two were different by \$71,000, but with the alternates added, they are only different by \$7,200. Discussion was held on interview feedback from Mr. Haney, Chief Cooper, and Mr. Mull (architect). A formal report should be received soon from M&W Architect. The Trustees are in agreement the excavation will need "done right" due to soil issues on the property. The Board hopes to award the contract at their next meeting.

Mr. Haney asked to have a follow-up meeting with the Delaware County Economic Director, Bob Lamb, about what options are available to the township. Mr. Haney will invite Mr. Lamb to a future meeting for a presentation.

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

Minutes of

Meeting

BEAR GRAPHICS - 800-325-8094 FORM NO. 10148

February 8, 2016

20 Page 2 of 3

Held \_\_\_\_\_

A resident from Lucy Depp contacted Mr. Haney about marked trees along Frabell Drive. Since the removal of all trees is costly, Chief Cooper said the township will remove what trees they can, then bid for removal of the rest.

The underground broken tile on Ford Road was discussed. The Trustees will follow up on the repair.

The used end loader had a blown head gasket which was repaired. It then ran for three hours and blew the main seal. The estimate for repair is about \$1,000. Mr. Garrett moved and Mr. Haney seconded to approve repair of the main seal for an amount not to exceed \$2,000. Vote: Haney-yes, Garrett-yes, Johnson-yes.

**Zoning Department**

Zoning Inspector Ric Irvine reported permits were issued in January for five houses and one deck. One house permit was issued so far for February. He continues to receive questions on setbacks.

**Operations Director**

Fire Chief and Operations Director, Todd Cooper, reported the following:

--About 125 tons of road salt have been used to date in four outings.

--The ice jam on Fairfield Lakes Drive will be inspected Wednesday at 1:00pm with Matt from Delaware County Maintenance.

--Correspondence was received from a resident regarding dangerous conditions on Cook Road. The resident inquired about widening the road, lowering the speed limit and removing dead ash trees which could fall on vehicles. Township maintenance will inspect the trees and if in the township road right-of-way, will see what can be done. If the road was widened, the speeding would be worse. The road does not warrant a lower speed limit than 45 mph.

--Correspondence was received from a resident in Woods of Glen Erin. The homeowner would like something done to deter drivers from cutting the road corner into his grass, like large rocks. Cut off stakes were previously removed from the property corner by the township. The homeowner would like his stakes back. The Trustees noted a gravel berm could be a solution. Chief Cooper will discuss with the Prosecutor's office.

--A thank you was received from a Tartan Fields resident for the path completion.

--Rumpke will fix the trash gates soon at the township building.

--The Delaware County EMS service lost two members recently to illness and an auto accident. The township will have a truck included in their procession tomorrow.

**New Business**

Fiscal Officer Jill Davis shared the completed RC-3 form for township records disposal. The process involves submission to the Ohio Historical Society, then the State Auditor, for permission before documents are shredded.

New documents were signed for the Delaware County Bank and Trust. The depository resolution which was confirmed at the organizational meeting, and new signature cards for the checking and certificate of deposit.

A resolution was presented from the Security Benefit 457 Plan and Trust, to re-state the adoption of the 457 Plan effective January 1, 2016, with the same options, due to IRS regulations. Mr. Garrett moved and Mr. Haney seconded to approve restatement of the 457 Plan offering. Vote: Haney-yes, Garrett-yes, Johnson-yes. Fiscal Officer Davis will execute and deliver the re-stated Plan to the Security Benefit.

Mrs. Davis noted the Firefighter Dependent Fund committee met and finalized forms.

Mr. Haney presented information from a resident interested in the open Board of Zoning Appeals position.

RECORD OF PROCEEDINGS  
CONCORD TOWNSHIP BOARD OF TRUSTEES

Minutes of

Meeting

BEAR GRAPHICS ~ 800-325-8094 FORM NO. 10148

February 8, 2016

20 Page 3 of 3

Held

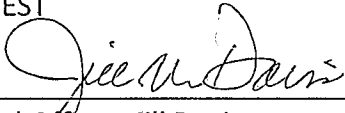
**Financial**

Chairman Johnson certified the Fiscal Officer provided current financial reports for the township. The current Cash Summary by Fund balances are: General Fund \$4,293,957.98, and all Special Revenue Funds \$5,591,065.94.

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 pending purchase orders, vouchers, and warrants #11729-11763, all totaling \$34,800.00. Vote: Haney-yes, Garrett-yes, Johnson-yes.

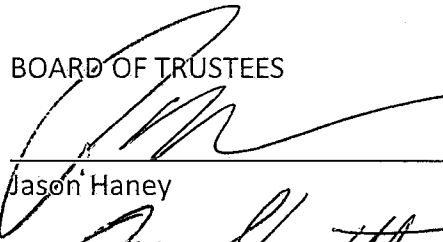

As there was no further business, Mr. Garrett moved and Mr. Haney seconded to adjourn. Vote: Haney-yes, Garrett-yes, Johnson-yes.

ATTEST



Fiscal Officer, Jill Davis

BOARD OF TRUSTEES

  
Jason Haney  
Joe Garrett  
Bart Johnson

February 8, 2016

CONCORD TOWNSHIP TRUSTEE MEETING

AGENDA

ROLL CALL

APPROVE MINUTES

PUBLIC INPUT  
BYAA

OLD BUSINESS  
Trash Contract approval and signing  
Fire Station Bids and alternates

NEW BUSINESS

ZONING INSPECTOR

FIRE DEPARTMENT / OPERATIONS DIRECTOR

Fiscal Officer

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

ADJOURN

---

# EXHIBIT "A"

Persons sixty-five (65) years of age and older who are the head of household of a Residential Unit shall receive a discount of ten percent (10%) off the total price of Collection Services.

Bid price for unlimited weekly curbside refuse and garbage collection (including yard waste and bulk materials) and weekly recycling services with the Contractor's purchase and provision of two (2) eighteen (18) gallon recycling containers for each Subscriber (at no additional cost), all in accordance with, and subject to, all provisions, terms, conditions, and limitations contained in the RFB, which price reflects the cost of legal disposal at a site approved by the Delaware/Knox/Marion/Morrow Solid Waste Management District.

a. Unit Cost – Labor and Material (Per Subscriber, per month)	\$ 16.95
b. Bid Price (Total Unit Cost x 3050 ) (3,050 Estimated Residences)	\$ 620,370 (annually)
Sr. Citizens over 65 can apply for 10% discount \$15.26/mo.	

THE ABOVE PRICE SHALL NOT BE MODIFIED DURING THE  
THREE (3) YEAR CONTRACT PERIOD

SEE ALTERNATE BID ON NEXT PAGE

3. The Bidder understands and agrees that the Board has full discretion to determine and award the Contract under the bid stated above and that in doing so its determination of the lowest responsive and responsible Bidder shall be based upon the bid so chosen as stated above.

4. List all refuse and garbage items and recycling materials not covered under unlimited curbside collection service (including yard waste and bulk materials) and recycling services:  
No tires, hazardous waste, radioactive waste, steel or plastic drums, medical waste  
ashes, large car parts, appliances containing cfc's, large dead animals, liquids or  
caustic/corrosive materials.

Residents not qualified for elderly/handicapped carry-out service can subscribe  
to it for an additional \$10.00/month

(NONE, IF NOTHING INSERTED)

5. Bid – “OPTIONAL” Specifications/Items

The total fixed base price for the collection and delivery for processing or disposal of residential solid waste, recyclable materials, and yard waste shall **NOT** include those specifications/items listed as “OPTIONAL,” but may be considered by the Board in accordance with Section 6.12.D of this RFB. If the Board elects to have the Contractor perform or provide an “OPTIONAL” specification/item, the cost for that “OPTIONAL” specification(s)/item(s) shall be added to the total fixed base price of the Contract.

“OPTIONAL” SPECIFICATIONS/ITEMS

<b>4A. Charge for Removal of Chlorofluorocarbons (“CFC’s”) from Appliances:</b>	
Current Subscriber:	\$ <u>75.00 (added to invoice)</u> .
Non-Subscriber Residing within Township:	\$ <u>95.00 (pre-paid by credit card)</u>
<b>4B. Price Per Month for Optional Rental of Wheeled Trash/Recycling Containers:</b>	
30-40 Gallon:	\$ <u>Not available</u> .
Recycling Only 60-70 Gallon:	\$ <u>3.00/month each</u> .
Trash Only 90-100 Gallon:	\$ <u>3.00/month each</u> .
<b>4C. Price Per Month for Optional Recycling-Only Curbside Collection:</b>	
	\$ <u>5.00 (billed quarterly)</u> .
<b>4D. Other:</b> Trash Bag/Tag service (packs of 5)	\$ <u>12.50/pack</u> .

6. As provided in the RFB, the term of the Contract shall be for three (3) years, extending from January 1, 2016 through and including December 31, 2018, with a potential for a mutually agreed extension for a period of one (1) to three (3) additional years.
7. As provided in the RFB, the bid price may be renegotiated for the optional extension.
8. As provided in the RFB, the Bidder warrants that this bid is valid and “firm” for a period of at least sixty (60) days from the bid opening date.

**No bidder shall withdraw his bid until at least sixty (60) days after the bid opening date.**

PENDING WARRANT REPORT  
Concord Township [2016]

Date: 02/08/16

Warrant Number	Warrant Amount	Voucher Number	Payee	Purpose
11729	1141.00	VW11729	BURNHAM & FLOWER AGENCY INC	FISCAL OFFICER BOND RENEWAL
11730	4218.40	VW11730	DELAWARE CO EMERGENCY MGMT AGENCY	2016 EMERG MGMT APPORTIONMENTS
11731	5588.00	VW11731	OHIO PUBLIC ENTITY CONSORTIUM	HRA ADMIN & REIMB DEC-JAN
11732	23.60	VW11732	GORDON FLESCH CO., INC.	COPIER USAGE FEE JAN-FEB
11733	228.06	VW11733	TIME WARNER CABLE	FIRE/ADMIN INTERNET SVC
11734	400.51	VW11734	KLEEM, INC.	ROAD DEPT SIGN SUPPLY
11735	115.97	VW11735	TRACTOR SUPPLY CREDIT PLAN	ROAD DEPT HOSE SUPPLY
11736	333.43	VW11736	VALTECH COMMUNICATIONS	ADMIN PHONE BILLS
11737	92.27	VW11737	MATHESON TRI-GAS INC.	ROAD DEPT GAS CYLINDER SUPPLY
11738	3.00	VW11738	THE HARDWARE EXCHANGE	FIRE DEPT KEY SUPPLY
11739	1136.00	VW11739	THE PAUL PETERSON COMPANY	ROAD DEPT GUARDRAIL/TARTAN PATH
11740	114.00	VW11740	PORTA KLEEN	PARK PORTABLE RESTROOM JAN'16
11741	324.00	VW11741	CHAD SLOAN	SPECIAL DUTY DEPUTY 1/18,1/19,1/26
11742	216.00	VW11742	ROBERT CURREN	SPECIAL DUTY DEPUTY 1/21,1/25
11743	108.00	VW11743	ANDREW LEE	SPECIAL DUTY DEPUTY 1/22
11744	216.00	VW11744	DAN YARNELL	SPECIAL DUTY DEPUTY 1/25,1/27
11745	216.00	VW11745	TODD BARNHART	SPECIAL DUTY DEPUTY 1/26,1/28
11746	30.00	VW11746	CHRIS BURDEN	SPECIAL DUTY DEPUTY ADMIN FEE
11747	450.00	VW11747	DELAWARE CO. SHERIFF'S OFFICE	SPECIAL DUTY DEPUTY CRUISER FEE JAN'16
11748	1679.19	VW11748	OHIO CAT	ROAD DEPT LOADER CYL HEAD REPAIR
11749	204.32	VW11749	GERMAIN FORD	ROAD DEPT SWITCH ASSMB REPAIR
11750	100.00	VW11750	TREASURER, STATE OF OHIO	COOP PURCHASING PROGRAM FEE 2016
11751	1671.05	VW11751	EXPRESS SERVICES INC	ROAD DEPT LABOR 1/11-1/22
11752	1345.00	VW11752	DAMRON FAMILY FARMS	ROAD DEPT CAT926 LOADER REPAIR
11753	133.30	VW11753	JILL DAVIS	REIMB ADMIN POSTAGE & 1099 TAX FORMS
11754	43.00	VW11754	BOB BARCUS	ROAD DEPT REIMB CDL TEST FEE
11755	848.38	VW11755	THE DELAWARE MOTIVE PARTS	ROAD/FIRE REPAIR PARTS
11756	240.78	VW11756	LOWE'S COMPANIES, INC	ROAD DEPT SHOP SUPPLIES
11757	947.05	VW11757	COLUMBIA GAS	FIRE DEPT GAS UTILITY
11758	910.62	VW11758	HERITAGE PHARMACY, INC.	FIRE DEPT EMS SUPPLIES
11759	448.40	VW11759	PRINCIPAL TRUCK SUPPLY INC.	FIRE DEPT Q341 BRAKE REPAIRS
11760	198.00	VW11760	NORTH EAST FIRE COLLABORATIVE	FIRE DEPT EDUC/KINDELL,WERLING
11761	10000.00	VW11761	DENNIS F BAMBACH MD	FIRE DEPT MEDICAL DIRECTOR 2016
11762	976.67	VW11762	SIMPLEX GRINNELL	FIRE DEPT ANNUAL TESTING CONTRACT
11763	100.00	VW11763	JASON HANEY	OHIO TWP ASSOC CONF REGIS & PARK REIMB

Total Amount of Pending Warrants

=====  
34800.00

CASH SUMMARY BY FUND  
Concord Township [2016]

Date: 02/08/16

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	30861.26	0.00	0.00	5851535.03	1557577.05	1500000.00	0.00	4293957.98
02 -MOTOR VEHICLE LICENSE TAX	16506.48	1341.24	0.00	0.00	17847.72	1386.50	0.00	0.00	16461.22
03 -GASOLINE TAX	112662.58	8563.32	0.00	0.00	121225.90	8379.06	0.00	0.00	112846.84
05 -CEMETERY	33130.36	0.00	0.00	0.00	33130.36	0.00	0.00	0.00	33130.36
10 -FIRE DISTRICT	2710871.21	1500886.00	1500000.00	0.00	4211757.21	235402.70	0.00	0.00	3976354.51
11 -ROAD DISTRICT	1425311.39	12005.00	0.00	0.00	1437316.39	11962.53	0.00	0.00	1425353.86
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	3157.83	0.00	0.00	27319.66	400.51	0.00	0.00	26919.15
TOTAL ALL FUNDS	10143317.62	1556814.65	1500000.00	0.00	11700132.27	1815108.35	1500000.00	0.00	9885023.92