

RECORD OF PROCEEDINGS

Minutes of

Meeting

CONCORD TOWNSHIP BOARD OF TRUSTEES

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

April 25, 2016

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Held _____

Call to Order

The Concord Township Board of Trustees met in regular session on Monday, April 25, 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 Joe Garrett and Bart Johnson.

Minutes

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

Public Input

Chester Field's wife and daughter were present to discuss zoning problems with his property. They wanted to know what needs done for compliance and a time line for completion. Mr. Johnson explained the township has received many complaints about the property, a letter was sent a couple years ago with some progress made, but it is getting worse again. Zoning Inspector Irvine responded the vehicles on the property must be either licensed or inside a building. Mr. Irvine also said progress should be evident between his two week stops to evaluate the property to show effort is being made. Mr. Johnson said there is "lots of stuff" that needs cleaned up. The Board offered to help with cleanup if the family needed. Mr. Johnson appreciated the first step of them coming to the meeting.

Pamela Sprowls and Terri Davis, CEO of Ohio Billing, were present to explain the company. The township is fact-finding about EMS recovery services. The company is located near Kent, has been in business 23 years, and services all kinds of areas in Ohio, rural to urban. They pride themselves on communication. The process is: EMS reports come to them from EMS departments, reports are processed, and within three days charges are billed out to insurance companies. Revenue would come back directly to the township. PNC Bank, which the township uses, offers a lockbox system that works well with their service. Parameters would need set, such as billing non-residents only, and exactly what defines a resident.

Ohio Billing would help set up the township's program (\$795 initial setup fee) with insurance companies. They would need to check the compatibility with our EMS software. Set up with Medicare requires an additional \$554 application fee, takes about three months to get approval number, and requires a five-year re-validation. The flat fee to the township from Ohio Billing would be \$35 per report.

(Trustee Haney joined the meeting at 7:35 pm.)

Ohio Billing reviews rates every September to ensure they are billing at correct rates. Regarding revenue, Medicare reimburses ~\$10.65 per loaded transport mile, and requires a signature for transport verification. Medical Mutual reimburses about ~\$488 per ALS call.

Ohio Billing becomes a team effort; the township hires the billing service to generate income. About 90% EMS services are using EMS billing, but only soft-billing for residents. Counties surrounding Delaware County are using EMS billing to receive reimbursements/revenue for transport fees already built into insurance premiums. Ohio Billing also offers other services like grant writing workshops and community paramedicine information. Mr. Garrett requested a full packet of information for review, and an average cost of revenue or range per EMS report. Ms. Sprowls answered about \$217 per report, but needed to verify. Ohio Billing's flat fee includes billing, ALS or BLS codes, building a profile data file, all paperwork, HIPPA compliancy, and perform hourly data backups. Ohio Billing suggests they may offer more services than other billing companies that charge a percentage base fee. All staff are cross-trained, and they have live 800- phone answering.

Mr. Garrett confirmed with Ohio Billing, that everyone in the township, the health insurance premiums they pay, the charges billed to the insurance companies are already included. And, using EMS billing will not affect or raise anyone's insurance premiums. Ohio Billing works with self-insured health companies also. If deductibles are not met, then the bill would go to the consumer, unless the township would choose to write-off the deductible for residents. The township could be reimbursed for only what the insurance company pays, then there would be no affect on the community. Total estimated revenue could be about

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~\$53,000 per year, with no affect on residents. The additional revenue would help offset future levy needs. Ohio Billing would need patient demographics to perform a more accurate quote.

Mr. Johnson asked about liability if something was billed incorrectly. Ohio Billing has double-checks every day with internal audits and control measures. Mr. Garrett asked about average implementation time. Within 7-10 days, private insurance could be billed; Medicare requires a 3-6 month wait to get a Medicare billing number.

Additional companies will be evaluated at future meetings.

Old Business

Republic Waste mistakenly blanket-billed all residents and complaints are pouring in. It appears a communication glitch occurred and removals were not received by the billing department. Mr. Johnson will contact Republic.

Park exercise equipment is ready to be installed. The uneven bars that were sent with two different color bars will be installed as is. Mr. Garrett will review installation locations.

Mr. Garrett noted a bike path opinion was received from the Delaware County Prosecutor's Office. He requested all Trustees review for discussion at the next meeting.

New Business

Curb repairs on the Campbell Circle island were estimated at \$7,853.50 from Cyrus Construction. About 25 damage spots were found. Chips will be filled for now and re-evaluated after 3-4 months for wear. The possibility of cutting down the curb was discussed.

Zoning Department

Zoning Inspector Ric Irvine reported:

1- Seven permits were issued to date for April.

2- Letters were sent to the homeowners with zoning violations as mentioned at the last meeting. Response from Fields was received this evening, but no response yet from the landscaping business on Butts Road (due May 16, 2016). Mr. Irvine discussed the comprehensive plan and zoning code regarding a landscape business (non-agricultural) on a five acre parcel with a barn. It is currently not a permissible business for FR-1 property.

3- A complaint has been received on the Middleton, Henderson Road property that it is getting bad again. Mr. Irvine will evaluate the property and take photos for the Trustees. Mr. Johnson will confirm the township has a standing order for action with the Prosecutor.

4- A complaint was received about a business operating from a house on north US42.

Operations Director

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

1- A padlock has been placed on the construction fence at 7990 Dublin Road.

2- The emergency overflow shut-off valves are not working on the fuel tanks. Cost to repair is about \$3,500. There was also a problem last month with water in the fuel tanks. Mr. Johnson moved and Mr. Garrett seconded to approve repairs to the fuel tank shut-off valves, not to exceed \$3,500. Vote: Haney-yes, Garrett-yes, Johnson-yes.

3- The groundbreaking photos are ready for publishing, but a write-up is needed.

4- Discussion was held on a spray applicator's license for the road department.

5- Joe Holloway of the road department would like an aerator purchased for the back of the tractor, cost estimated at \$4,800. Discussion was held on purchase versus renting. No action taken.

6- Four firefighters recently taught CPR to the 4th graders at Eli Pinney Elementary (photos near bottom of township website, www.concordtwp.org).

7- A job meeting was held for the new fire station construction. A change order for about ~\$2,450 will be necessary for fill dirt elevations.

8- New batting cages are being installed at the park. Gravel may be donated. The township would haul and spread the gravel for the Bellpoint Youth Athletic Association. Mr. Cooper noted Dustin of BYAA is doing a great job scheduling the fields.

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9- A meeting was held for the Tartan Fields bike path with the Delaware County, Tartan HOA, Concord Trustees, and City of Dublin. The Trustees are waiting for numbers to come back from the County Engineer, then the Township needs to decide if/what it will pay with the City of Dublin.

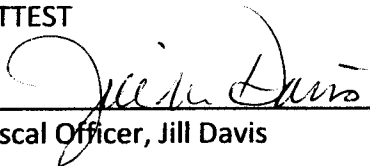
Financial

Chairman Johnson certified the Fiscal Officer provided current financial reports for the township. The current Cash Summary by Fund balances are: General Fund \$4,609,671.42, Special Revenue (Motor Vehicle & Permissive Tax, Gas Tax, Cemetery, Fire, Road) Funds \$6,437,113.31.

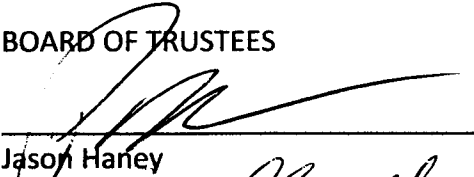
The Fiscal Officer certified funds have been appropriated and money is in the treasury to pay the bills. Therefore, Mr. Garrett moved and Mr. Haney seconded to approve pending purchase orders, vouchers, and warrants #1487-1491, 11943-11968, all totaling \$183,231.23. Vote: Haney-yes, Garrett-yes, Johnson-yes.

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


ATTEST


Fiscal Officer, Jill Davis

BOARD OF TRUSTEES


Jason Haney


Joe Garrett


Bart Johnson

April 25, 2016

CONCORD TOWNSHIP TRUSTEE MEETING

AGENDA

ROLL CALL

APPROVE MINUTES

PUBLIC INPUT

Ohio billing

OLD BUSINESS

Old Business

Park Equipment

NEW BUSINESS

8680 Campbell Lane

ZONING INSPECTOR

Mohican Property

Butts road Property

Henderson Drive

FIRE DEPARTMENT / OPERATIONS DIRECTOR

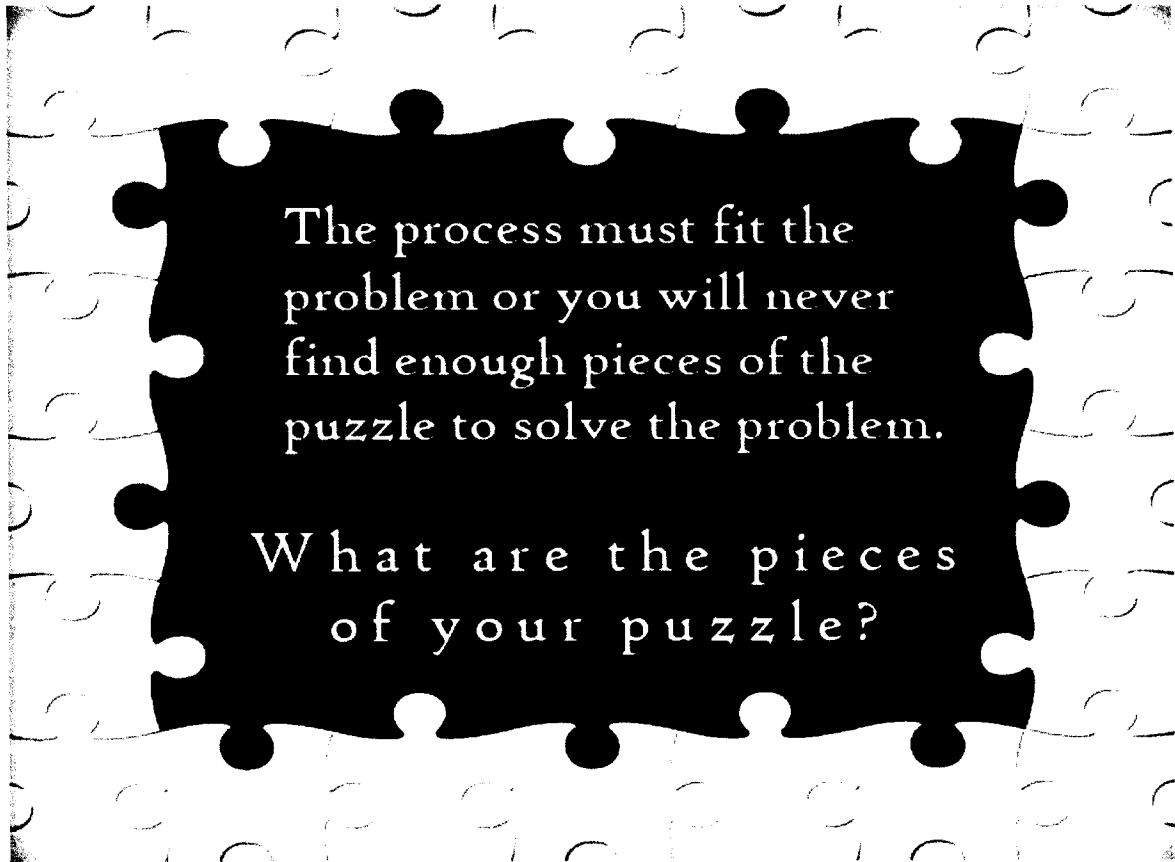
Fiscal Officer

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

ADJOURN



EMS BILLING IS LIKE SOLVING A PUZZLE



- 🧩 We \$ave YOU Time and Money
- 🧩 We are Dedicated and Caring
- 🧩 We Make YOU More Effective and Efficient

Putting the pieces of the puzzle together involves understanding the relevant parts of the system. Once all the key pieces are found and understood, the puzzle as a whole “snaps” together.

PENDING WARRANT REPORT
Concord Township [2016]

Date: 04/25/16

Warrant Number	Warrant Amount	Voucher Number	Payee	Purpose
1487	175.58	V 1487	HR BUTLER, LLC	PAYROLL PROCESSING FEE 4/15/16
1488	3495.01	V 1488	HR BUTLER, LLC	PAYROLL AGENCY DEDUCTIONS 4/15/16
1489	45451.90	V 1489	HR BUTLER, LLC	PAYROLL SALARIES 4/15/16
1490	14375.43	V 1490	HR BUTLER, LLC	PAYROLL TAXES WITHHELD 4/15/16
1491	18194.23	V 1491	BUREAU OF WORKERS' COMPENSATION	WORKER'S COMP PAYROLL PREMIUM 2015
11943	5615.97	VW11943	PUBLIC EMPLOYEES RETIREMENT SYSTEM	MARCH '16 PENSION CONTRIBUTIONS'
11944	40509.32	VW11944	OHIO POLICE & FIRE PENSION FUND	FIRE MAR'16 PENSION CONTRIBUTIONS
11945	30.00	VW11945	NOFZIGER DOOR SALES, INC.	ROAD DEPT OVERHEAD DOOR REPAIR
11947	57.68	VW11947	SOUTHEASTERN NATURAL GAS CO.	ROAD DEPT GAS UTILITY
11948	7843.75	VW11948	OHIO BUREAU OF WORKERS' COMPENSATION	WORKERS COMP 50% 2016 PREMIUM
11949	747.50	VW11949	DATA RESOLUTIONS	ADMIN ANTIVIRUS/UPDATES
11950	39555.54	VW11950	OHIO INSURANCE SERVICES AGENCY, INC	HEALTH,DENTALL,VISION,LIFE MAY'16
11951	249.00	VW11951	STANLEY STEEMER, COLS.#5	ADMIN BLDG CARPET CLEANING
11952	249.09	VW11952	RUMPKE	TRASH SERVICE
11953	40.00	VW11953	RIC IRVINE, ZONING INSPECTOR	ZONING CELL PHONE REIMB APR'16
11954	1122.71	VW11954	OHIO EDISON	ELECTRIC UTILITIES
11955	324.33	VW11955	DEL-CO WATER CO INC	WATER UTILITIES
11956	611.47	VW11956	PNC BANK	FIRE DEPT VISA CHARGES MAR-APR'16
11957	229.32	VW11957	FRONTIER	FIRE DEPT PHONE BILL UTILITY
11958	50.92	VW11958	HILLIARD LAWN & GARDEN, LLC	ROAD DEPT SNAPPER MOWER REPAIR
11959	13.57	VW11959	GINGWAY PRODUCTS INC.	PARK TUBING REPAIR PARTS
11960	140.85	VW11960	MCWHERTER PETROLEUM	ROAD DEPT TRUCK GREASE SUPPLY
11961	1588.32	VW11961	EXPRESS SERVICES INC	ROAD DEPT LABOR 3/28-4/8
11962	75.26	VW11962	DEL-CO WATER CO INC	FIRE DEPT WATER BILL
11963	642.18	VW11963	OHIO EDISON	FIRE DEPT ELECTRIC UTILITY
11964	1067.10	VW11964	GREAT LAKES PETROLEUM, INC.	FIRE/ROAD FUEL SUPPLY
11965	120.20	VW11965	MILLER'S TEXTILE SERVICES	FIRE DEPT TEXTILE/MAT SUPPLIES
11966	150.00	VW11966	FIRE SAFETY SERVICES, INC.	FIRE DEPT AIR CYLINDER REPAIR
11967	250.00	VW11967	STOUT'S SERVICE INC.	FIRE DEPT P341 EXHAUST REPAIR
11968	255.00	VW11968	SIMPLEX GRINNELL	FIRE DEPT ANNUAL EXTING SVC
=====				
183231.23		Total Amount of Pending Warrants		

CASH SUMMARY BY FUND
Concord Township [2016]

Date: 04/25/16

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	518415.86	0.00	0.00	6339089.63	1729418.21	1500000.00	0.00	4609671.42
02 -MOTOR VEHICLE LICENSE TAX	16506.48	5711.99	0.00	0.00	22218.47	1966.40	0.00	0.00	20252.07
03 -GASOLINE TAX	112662.58	26140.52	0.00	0.00	138803.10	65654.11	0.00	0.00	73148.99
05 -CEMETERY	33130.36	2100.00	0.00	0.00	35230.36	467.07	0.00	0.00	34763.29
10 -FIRE DISTRICT	2710871.21	2828666.96	1500000.00	0.00	5539538.17	881273.02	0.00	0.00	4658265.15
11 -ROAD DISTRICT	1425311.39	222814.13	0.00	0.00	1648125.52	30252.01	0.00	0.00	1617873.51
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	11675.10	0.00	0.00	35836.93	3026.63	0.00	0.00	32810.30
TOTAL ALL FUNDS	10143317.62	3615524.56	1500000.00	0.00	13758842.18	2712057.45	1500000.00	0.00	11046784.73