

RECORD OF PROCEEDINGS

CONCORD TOWNSHIP BOARD OF TRUSTEES

Held

August 22, 2016

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Call to Order

The Concord Township Board of Trustees met in regular session on Monday, August 22, 2016 at the Concord Township Administrative Building. Chairman Bart Johnson called the meeting to order at 7:05 p.m. The roll was called, and Trustees Jason Haney, Joe Garrett, and Bart Johnson were present.

Minutes

Mr. Haney moved and Mr. Garrett seconded to approve the minutes from the regular meeting held August 8, 2016. Vote: Haney-yes, Garrett-yes, Johnson-yes.

Public Input

Resident Aaron Haynes, of 3818 Bunty Station Road, asked for a solution to the standing water and mosquito problems due to the low culvert near his property. The Trustees suggested he address the issue with the Health Department or Delaware Soil and Water since the township only has access within the road easement. The Board could send letters to neighbors to clean out drainage areas also. Mr. Haynes stated the culvert is three feet lower than the property line, and can be half full of sitting water without water moving anywhere. He spoke to Jerry Ungashick who thought there was a problem with the culvert. The Hayne's took four feet of water in their basement during the late June rain events and would like a solution to the drainage problems, not passed from office to office. Mr. Garrett responded the County is going to replace the South Section Line Road culvert which will help move water away from Bunty Station Road, he will talk to neighboring properties about the drainage, and Mr. Johnson will contact Mr. Ungashick at the County. Mr. Garrett will then follow up with the Haynes'.

A resident inquired about progress on the old Yinger property, purchased by Epcon Communities. No activity has begun on the property due to sewage line plan changes. The Trustees will request the property be mowed since completely overgrown.

Bob Socher, 7849 Cook Road, presented plans for a small CAD subdivision he may develop near Concord and Merchant Roads. He believes the subdivision is within limits for the county and regional planning, but wanted to make sure was acceptable to the township prior to purchase. The FR-1 property would be developed into 15 lots at 1.8+ acres each, surrounded by equestrian-type board fence, on-site sewer systems, and no zoning change. Zoning Inspector Irvine suggested he check current zoning requirements for FR-1 lot frontage, and possible re-zoning as a Planned Residential District.

Old Business

The Trustees need clarification on the Bunty Station Road culvert, if the County just performed a hydro analysis, or if they actually checked to see if it is breaking down.

New Business

Todd Faris Planning and Design emailed the Trustees about a change of plan for the Triken property for the development known as Scioto Ridge. The Township approved the development with an easement and walking path at South Section Line Road. The Delaware County Engineer has requested the development do away with the easement, and install a ten foot permanent emergency access at South Section Line Road. After discussion and due to the minor plan change, ***Mr. Garrett moved the Township inform the developer of the Triken property: 1-to not grant the easement to the Township, but instead install a ten foot fire access drive that meets state fire code standards, with a twelve foot access gate operated off the YELP system, and 2-that the Homeowner's Association must maintain the drive and gate. Mr. Haney seconded this motion. Upon roll call vote: Haney-yes, Garrett-yes, Johnson-yes.***

The Township has been notified of a Board of Zoning Appeals case for a Harriott Road property to be held August 30, 2016. Lot lines need re-drawn where the septic system on one lot encroaches onto the adjoining property. The Board supports the change.

The Scioto Reserve radar sign box was shipped out for repair a few weeks ago but not finished yet.

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Special duty Sheriff deputy work was discussed in Tartan Fields.

A complaint email was received by the Board of Trustees from a resident wanting to play soccer. They claim they were kicked off the fields and told there was an exclusive contract with Locker Soccer. The schedule through BYAA shows Locker Soccer has the fields reserved three nights per week. It was also noted banners displayed in the park area should be for paid sponsors only. Locker Soccer is displaying unpaid advertising, charging large fees, with no improvements or payment to the township, and now making residents leave the fields. Data will be gathered from other area parks for their rental details.

Zoning Department

Mr. Irvine received a complaint regarding 4956 Highland Drive. He will send notice to the homeowner.

Mr. Irvine has asked the County Building Department official to write up a nuisance abatement letter, which will then be forwarded for action to the Delaware County Assistant Prosecutor for the Arrillaga Dublin and Moore Road properties.

Four zoning permits have been received for the month of August.

Road/Park/Fire Departments

Chief Cooper met with Mrs. Thompson along with Delaware Soil & Water at Freshwater Road. She decided not to petition the ditch, and will work on moving water from her side of the road down to the river.

Replacement of the fire department's 2000 Dodge Durango was discussed. It needs brake lines replaced, has 157,000 miles, \$300 trade-in value, and has been pulled out of service. A quote was received for a state bid Ford Fusion for \$17,763.34. This would be a station vehicle with more efficient mileage, and would be used for trainings and parts trips. The Fiscal Officer noted there are enough unencumbered funds in the fire equipment line item to cover the purchase. Discussion continued on use of different fire department vehicles. **Mr. Garrett moved and Mr. Haney seconded to purchase a 2017 Ford Fusion from Middletown Ford Fleet Department at a state bid price of \$17,763.34. Upon roll call vote: Haney-yes, Garrett-yes, Johnson-yes.**

The three year fire promotional testing will take place on October 19 for future ranks. The process is part of the union contract and is good for two years.

The Tartan Fields paving is almost half completed. There is another repair at the Mackenzie Drive curb/gutter/basin. The Trustees would like to know what other entities are doing for these issues.

The County is supposed to fix the culvert problem at Eagle Creek for the homeowner.

An update was given on the new fire station construction. Items discussed were overhead doors, incomplete steel shipment, concrete this week for the bays, and living quarters block work almost complete. Concrete staining was delayed until Wednesday.

Fire department tough book computers were purchased nine years ago, and a replacement is needed for the Fire Captain. **Mr. Johnson moved and Mr. Haney seconded to purchase a new Panasonic Toughbook computer for Captain Kindell from MobileTEK Consulting for \$3,130.00. Vote: Haney-yes, Garrett-yes, Johnson-yes.**

The generator/transformer was sold on GovDeals; pick up is being arranged. **Mr. Johnson moved and Mr. Garrett seconded to place the fire department's 2000 Dodge Durango for sale on GovDeals.com for a minimum bid of \$300.00. Vote: Haney-yes, Garrett-yes, Johnson-yes.**

Financial

Mull & Weithman Architect invoices were discussed. Reimbursement details are vague and percentage completion for construction administration is not accurate. Invoices were not paid.

An EMS billing update was given. As of today, three rounds of information has been provided to Medicount, but billing and training has not started yet on the EMS reporting. Mr. Garrett will contact Heath Smedley at Medicount about the delay in starting.

Bank statements from July were provided to Trustees for review.

RECORD OF PROCEEDINGS

Minutes of

Meeting

CONCORD TOWNSHIP BOARD OF TRUSTEES

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held

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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 \$4,983,237.23, and all Special Revenue Funds (Motor Vehicle & Permissive License Tax, Gas Tax, Cemetery, Road, Fire) \$6,359,517.40.

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 #1524-1531, 12230-12264, totaling \$274,770.42. Vote: Haney-yes, Garrett-yes, Johnson-yes.**

Estimated revenues and carryovers were provided to the County Auditor's office by August 15, and the First Official Certificate was received. The total estimated resources available for 2017 are just under \$10 million, but will fluctuate based on how much carryover will be present at year-end, and the progress of the new fire station construction.

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

August 22, 2016

CONCORD TOWNSHIP TRUSTEE MEETING

AGENDA

ROLL CALL

APPROVE MINUTES

PUBLIC INPUT

OLD BUSINESS
Bunty Station Culvert

NEW BUSINESS
Triken Property
Harriot Rd BZA meeting
Scioto Parkway Radar Sign not king

ZONING INSPECTOR
4956 Highland Dr
Dublin/Moore Road abandoned houses

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: 08/22/16

Warrant Number	Warrant Amount	Voucher Number	Payee	Purpose
1524	212.28	V 1524	HR BUTLER, LLC	PAYROLL PROCESSING FEE 8/5/16
1525	3781.83	V 1525	HR BUTLER, LLC	PAYROLL AGENCY DEDUCTIONS 8/5/16
1526	51933.91	V 1526	HR BUTLER, LLC	PAYROLL SALARIES 8/5/16
1527	15788.70	V 1527	HR BUTLER, LLC	PAYROLL TAXES WITHHELD 8/5/16
1528	182.28	V 1528	HR BUTLER, LLC	PAYROLL PROCESSING FEE 8/19/16
1529	317.83	V 1529	HR BUTLER, LLC	PAYROLL AGENCY DEDUCTIONS 8/19/16
1530	4415.86	V 1530	HR BUTLER, LLC	PAYROLL SALARIES 8/19/16
1531	13846.25	V 1531	HR BUTLER, LLC	PAYROLL TAXES WITHHELD 8/19/16
12230	5917.68	VM12230	PUBLIC EMPLOYEES RETIREMENT SYSTEM	PENSION CONTRIBUTIONS JUL'16
12231	57717.73	VM12231	OHIO POLICE & FIRE PENSION FUND	FIRE PENSION CONTRIBUTIONS JUL'16
12232	60.92	VM12232	DEL-CO WATER CO INC	FIRE DEPT WATER BILL
12233	836.87	VM12233	OHIO EDISON	FIRE DEPT ELECTRIC BILL
12234	1244.20	VM12234	GREAT LAKES PETROLEUM, INC.	FIRE/ROAD FUEL SUPPLY
12235	63.95	VM12235	CHANNING BETE COMPANY, INC	FIRE DEPT CPR WORKBOOKS
12236	8.61	VM12236	AIRGAS GREAT LAKES	FIRE DEPT GAS CYLINDER SUPPLY
12237	1177.59	VM12237	INTERSTATE BILLING INC	FIRE DEPT M341 STARTER REPAIR
12238	95.00	VM12238	SHAMROCK TOWING INC	FIRE DEPT DURANGO TOWING
12239	1265.00	VM12239	PRATORIAN DIGITAL	FIRE & MEDIC CONTINU EDUC SUBSCRIPTION
12240	223.25	VM12240	ACTIVE911, INC.	FIRE 12MO DIGITAL MESSAGING SUBSCRIPTION
12241	404.64	VM12241	AMERICAN SAFETY & HEALTH INSTITUTE	FIRE DEPT INSTRUCTOR TRAININGS
12242	1854.00	VM12242	MIATI EMBROIDERY	FIRE DEPT CLOTHING/UNIFORMS
12243	85.00	VM12243	OHIO FIRE CHIEFS' ASSOCIATION	FIRE DEPT CHIEF ASSOC RENEWAL
12244	100.00	VM12244	DEREK CAPLINGER	FIRE DEPT BOOTS P/T ALLOWANCE
12245	231.08	VM12245	VERIZON WIRELESS	FIRE/ROAD CELL PHONE BILLS
12246	93.20	VM12246	PNC BANK	FIRE/ROAD SUPPLIES/VISA CHARGES
12247	229.61	VM12247	FRONTIER	FIRE DEPT PHONE BILL
12248	385.00	VM12248	G&R MOBILE POWER WASH LLC	CLARK SHAW & BEAN OLLER CULVERT WASHOUTS
12249	7784.00	VM12249	CYRUS CONSTRUCTION	CAMPBELL CIRCLE CURB REPAIRS
12250	51.00	VM12250	LOEB ELECTRIC	FIRE STA 7990 CONDUIT
12251	498.11	VM12251	WORLY PLUMBING SUPPLY, INC	FIRE STA 7990 PVC SUPPLY
12252	18.92	VM12252	OHIO INSURANCE SERVICES AGENCY, INC	HEALTH,DENTAL,VISION, LIFE INSUR SEP16
12253	39807.86	VM12253	RIC IRVINE, ZONING INSPECTOR	WORK COMP INSTALLMENT JAN-DEC'16
12254	40.00	VM12254	OHIO BUREAU OF WORKERS' COMPENSATION	FIRE STA 7990 CONSTRUCTION STONE
12255	7843.75	VM12255	SHELLY MATERIALS, INC	ROAD DEPT METER REPAIRED
12256	72.86	VM12256	MCWHERTER PETROLEUM	ROAD,PARK,ADMIN ELECTRIC
12257	174.00	VM12257	OHIO EDISON	WATER UTILITIES
12258	828.74	VM12258	DEL-CO WATER CO INC	ROAD DEPT GAS UTILITY
12259	324.96	VM12259	MADISON ENERGY COOPERATIVE	FIRE/ADMIN INTERNET
12260	16.93	VM12260	TIME WARNER CABLE	ROAD DEPT LABOR 8/1-8/11
12261	228.06	VM12261	EXPRESS SERVICES INC	HRA ADMIN & CLAIM REIMB JUL-AUG16
12262	1323.60	VM12262	OHIO PUBLIC ENTITY CONSORTIUM	ROAD CURB REPLACEMENTS & CATCH BASINS
12263	5170.10	VM12263	CYRUS CONSTRUCTION	
12264	4815.26	VM12264	CYRUS CONSTRUCTION	

Total Amount of Pending Warrants

274770.42

CASH SUMMARY BY FUND
Concord Township [2016]

Date: 08/22/16

FUND	Starting Balance 01/01/16	Total Receipts	Transfers In (MEMO ONLY)	Advances In (MEMO ONLY)	Total Receipts and Advances	Expenditures	Transfers Out (MEMO ONLY)	Advances Out (MEMO ONLY)	Ending Balance YTD
01 -GENERAL	5820673.77	1079708.23	0.00	0.00	6898882.00	1916644.77	1500000.00	0.00	4983237.23
02 -MOTOR VEHICLE LICENSE TAX	16506.48	11897.26	0.00	0.00	28403.74	3619.28	0.00	0.00	24784.46
03 -GASOLINE TAX	112662.38	61354.41	0.00	0.00	174016.99	112430.67	0.00	0.00	61586.32
05 -CEMETERY	33130.36	6990.00	0.00	0.00	40120.36	5849.71	0.00	0.00	34270.65
10 -FIRE DISTRICT	2710871.21	4157546.39	1500000.00	0.00	6868417.60	2476793.03	0.00	0.00	4391624.57
11 -ROAD DISTRICT	1425311.39	434244.44	0.00	0.00	1859555.83	54012.18	0.00	0.00	1805543.65
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(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	23506.89	0.00	0.00	47668.72	5960.97	0.00	0.00	41707.75
TOTAL ALL FUNDS	10143317.62	5774747.62	1500000.00	0.00	15918065.24	4575310.61	1500000.00	0.00	11342754.63