

CONCORD TOWNSHIP BOARD OF TRUSTEES

August 25, 2014

Page 1 of 3

The Concord Township Board of Trustees met in regular session on Monday, August 25, 2014 at the Concord Township Administrative Building. Chairman Karen Koch called the meeting to order at 7:00 p.m. The roll was called, and attending were Trustees Karen Koch, Joe Garrett, and Bart Johnson. Other staff present were Fiscal Officer Jill Davis, Operations Director and Fire Chief Todd Cooper, and Zoning Inspector Ric Irvine.

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

Public Input

Resident, Brian Gillespie, was welcomed to the meeting.

Old Business

An update was given on Formfire medical insurance information. The broker has been changed and employees will need to update their medical information so new price quotes can be received.

The property closing for 7990 Dublin Road, Delaware, Ohio is set for Friday August 29, 2014. The Governor's deed is not signed yet, but should be by closing date. Mr. Johnson has talked to the representative from the State, Lawyers Title in Delaware, and Assistant Prosecuting Attorney David Moser, and all will be ready on Friday. Maximus Consulting, Total Environmental Services, Complete Clearing, and M&W Architects are also preparing for services as soon as the closing is completed. The architect has requested elevations of the property to begin their work. Therefore, Mr. Johnson moved and Mr. Garrett seconded to hire Patridge Surveying to shoot elevations at 7990 Dublin Road, Delaware, Ohio, from Dublin Road to the front of the current building, for placement options for the new fire station, and to locate utilities, for an amount not to exceed \$5,000.00. Vote: Koch-yes, Garrett-yes, Johnson-yes. In addition, two more originals of the previously approved tower easement are also needed for the closing. The Trustees may go to the Bellpoint Church secretary on Tuesday or Wednesday to have their signatures notarized on the additional easements.

The Trustees will wait until after the property closing to sign and execute contracts for the contractors and architect. A special meeting was scheduled for this Friday, August 30, 2014 at 3:00 p.m. at the Concord Township Community Building to execute the contracts.

Thanks was extended to Senator Jordan who called and asked the State for an update on the property closing on our behalf.

Mr. Garrett moved and Ms. Koch seconded to adopt a Resolution to assess \$740.00 to the tax bill for the cost of property cleanup at 5731 Henderson Drive, Delaware, Ohio 43015. Vote: Koch-yes, Garrett-yes, Johnson-yes.

Mr. Garrett spoke to the County Engineer regarding the path near Tartan Fields. There is an existing path north of the area, but from the bridge and southward, drawings need to be completed to take the path across. Since a barrier will not work, the township would like to move forward to install a culvert.

New Business

With all the zoning activity lately, Mr. Johnson requested all information be available on the township website. The files are very large, but Ms. Davis will try to put everything on the site tomorrow. Motion was made by Mr. Johnson to change the zoning text that the township request a digital copy of development plans. Mr. Garrett suggested the zoning

CONCORD TOWNSHIP BOARD OF TRUSTEES

August 25, 2014

Page 2 of 3

board make the change. Motion withdrawn. Mr. Johnson explained the township made the mistake that residents did not find where to view development plans. The more the township can communicate, the better for the zoning board, residents, and applicant. Mr. Irvine clarified it is the duty of the Zoning Commission Board to review the application, review the zoning code text, and let the Trustees know if it meets the requirements. Ms. Davis noted the Ostrander Library was recommended by the Prosecutor's office as a development plan viewing location, due to its public setting and availability of set hours.

Zoning Department

Mr. Irvine reported six zoning permits were issued for August. He confirmed with the Prosecutor's office they provide legal counsel to the township as a statutory requirement, with no billable hours.

The following zoning meetings have been scheduled:

- Zoning Commission on August 26 for continuance of Clarkshaw Moors development.
 - Board of Zoning Appeals on September 2 for a variance on Elmgee Rd.
 - Zoning Commission on September 9 for hearing on Yinger property development.
 - Zoning Commission on September 23 for continuance of Courtyards development.
- Since the continuance was set during the original hearing, Mr. Moser said the township is not required to advertise in the paper or send letters to neighboring properties. But, based on the first hearing, Mr. Irvine asked for letters to be sent, stating where the application and plans can be viewed.

Mr. Moser has not received a response on the appeal from the Lucy Depp case.

The final certified letter is going out tomorrow for zoning violations at a Mohican Drive property. The property has been collecting large debris for many years. The case will be turned over to the Prosecutor's office if no response is received by September 8, 2014.

Another property complaint was received for Edgewood Drive, concerning a tractor with a tarp and an unlicensed car. Mr. Johnson noted the township can only assess the property from our township street.

Fire Chief

Chief Cooper confirmed the Epcon development concerns were all taken care of.

The fire department's EMS reporting was changed over a couple years ago to a contract, but the fire reporting has not been in contract for four years. There is newer technology now, with online reporting, data stored offsite, and ability to login for access. The reporting does not update unless under contract. More information will be provided next meeting.

Fiscal Officer

A thank you was received from the Delaware County Republican Party for use of the township building the past couple of years. Their membership is now more than the building capacity.

Ms. Davis provided information on blanket licensing for videos to be displayed at the community building. Mr. Garrett was supportive of having movies at the community building, but wants additional information as to the legalities of purchasing the license. More information will be gathered.

Ms. Davis reported the 2015 Community Park Improvement Grant application is ready to be copied and delivered by Friday to Preservation Parks of Delaware County. She will also get

CONCORD TOWNSHIP BOARD OF TRUSTEES

August 25, 2014

Page 3 of 3

signs to post on the 2014 completed projects. Chief Cooper discussed basketball court lighting as a possible park improvement since a neighbor said kids use their car headlights, and maybe could continue some lighting down the path.

Chairman Koch certified the Fiscal Officer provided current financial reports for the township. The Fiscal Officer certified funds have been appropriated and money is in the treasury to pay the bills. Therefore, Mr. Johnson moved and Mr. Garrett seconded to approve pending purchase orders, vouchers and warrants #1286-1290, 10531-10572, totaling \$157,101.86. Vote: Koch-yes, Garrett-yes, Johnson-yes. The General Fund balance is \$5,425,610.36, and balance of Special Revenue Funds is \$4,991,372.25.

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

ATTEST



Fiscal Officer, Jill Davis


BOARD OF TRUSTEES



Karen Koch



Joe Garrett



Bart Johnson



CONCORD TOWNSHIP, DELAWARE COUNTY, OHIO

Trustees:
Karen Koch
Joe Garrett
Bart Johnson

Fiscal Officer:
Jill M. Davis

RESOLUTION NO. 082514-1

IN THE MATTER OF CERTIFYING TO THE COUNTY AUDITOR
THE COST OF CUTTING WEEDS TO BE ENTERD ON TAX DUPLICATE

It was moved by Mr. Garrett and seconded by Ms. Koch to approve the following Resolution:


WHEREAS, the Concord Township Board of Trustees identified a Zoning nuisance violation occurring on the property located in Concord Township at 5731 Henderson Drive, Delaware, Ohio; and
WHEREAS, the zoning violations were filed in the Delaware County Common Pleas Court, and
WHEREAS, the Board of Trustees received judgment entry of default and permanent injunction against the property owner.

THEREFORE, *Be It Resolved*, the Concord Township Board of Trustees, hereby certifies that noxious weeds and debris were present on the property of Michelle Middleton, 5731 Henderson Drive, Delaware, Ohio 43015 (parcel #600-210-04-005-000). Thereupon, the Board of Trustees caused the weeds and debris to be removed by Ostrander Implement, whom the Board employed for that purpose, for a total amount of \$740.00.

It is hereby requested to cause these amounts, when allowed, to be entered on the tax duplicate, to be a lien on such property of Michelle Middleton, from and after the date of the entry, and to be collected as other taxes and returned to the Township with the General Funds.

Vote: Koch - yes
 Garrett - yes
 Johnson - yes

Adopted the 25th day of August, 2014.

Attest: 
Fiscal Officer

6385 Home Road, Delaware, OH 43015 Phone: 740-881-5338 Fax: 740-881-5428
www.concordtwp.org

PENDING WARRANT REPORT
Concord Township [2014]

Warrant Number	Warrant Amount	Voucher Number	Payee	Purpose
1286	36.00	V 1286	PNC BANK	BANK SERVICE CHARGES JUL-AUG'14
1287	179.78	V 1287	HR BUTLER, LLC	PAYROLL PROCESSING FEES 8/22/14
1288	3095.61	V 1288	HR BUTLER, LLC	PAYROLL AGENCY DEDUCTIONS 8/22/14
1289	46418.59	V 1289	HR BUTLER, LLC	PAYROLL SALARIES 8/22/14
1290	13894.62	V 1290	HR BUTLER, LLC	PAYROLL TAXES WITHHELD 8/22/14
10531	40.00	W10531	RIC IRVINE, ZONING INSPECTOR	ZONING CELL PHONE REIMB AUG'14
10532	22.24	W10532	GORDON FLESCH CO, INC.	ADMIN COPIES SUPPLY AUG'14
10533	7262.02	W10533	OHIO PUBLIC ENTITY CONSORTIUM	HRA ADMIN & JUL-AUG REIMB'14
10534	1400.00	W10534	FISHER'S TREE SERVICE	ROAD DEPT TREE REMOVAL
10535	2843.42	W10535	OHIO INSURANCE SERVICES AGENCY, INC	DENTAL/VISION/LIFE INSUR SEP'14
10536	248.64	W10536	PNC BANK	PNC VISA CHARGES PER PO, JUL-AUG
10537	266.24	W10537	FRONTIER	ROAD/FIRE PHONE BILLS
10538	292.59	W10538	CLASSIC SOLUTIONS INC.	ROAD DEPT JANITORIAL SUPPLY
10539	51.66	W10539	HANLEY PRINT & PROMOTIONS	ADMIN SUPPLY - WINDOW ENVELOPES
10540	760.44	W10540	DAVID SPEAR, LOCKSMITH	LOCKSETS REPLACED ADMIN & ROAD
10541	28467.96	W10541	MEDICAL MUTUAL	MEDICAL INSURANCE SEP'14
10542	676.11	W10542	OHIO EDISON	ELEC BILLS - ROAD/ADMIN/PARK
10543	140.00	W10543	SYLVIA L. MCELWAIN	ZONING MEETING REPORTING 7/22, 8/5
10544	96.32	W10544	DEL-CO WATER CO INC	WATER BILLS - MAINT/PARK
10545	25.00	W10545	DELAWARE GENERAL HEALTH DISTRICT	ROAD DEPT SEWAGE SYSTEM FEE
10546	196.30	W10546	CERTIFIED LABORATORIES	FIRE DEPT LOK-CEASE SUPPLY
10547	142.02	W10547	RUMPKA	MAINT/FIRE TRASH REMOVAL
10548	574.60	W10548	NOLL-FISHER INC	ADMIN BLDG FILTERS & MAINT
10549	5675.47	W10549	PUBLIC EMPLOYEES RETIREMENT SYSTEM	PENSION CONTRIBUTIONS JUL'14
10550	147.00	W10550	POSTMASTER	ADMIN/ZONING POSTAGE
10551	10.00	W10551	PRICE FARMS ORGANICS, LTD.	ROAD DEPT, BEAN OLLER TRIMMINGS
10552	238.38	W10552	CIVITAS MEDIA LLC/DELAWARE GAZETTE	ADVERTISING FEES
10553	60.00	W10553	SHELLY MATERIALS, INC	OLLER CEM TRIMMINGS DUMPED
10554	151.50	W10554	OHIO MULCH SUPPLY INC.	OLLER CEM TOPSOIL SUPPLY
10555	258.06	W10555	TIME WARNER CABLE	ADMIN/FIRE INTERNET SVC
10556	228.74	W10556	VERIZON WIRELESS	FIRE/ROAD CELL PHONES
10557	79.13	W10557	DEL-CO WATER CO INC	FIRE DEPT WATER BILL
10558	720.30	W10558	OHIO EDISON	FIRE DEPT ELECTRIC BILL
10559	262.39	W10559	FINLEY FIRE EQUIPMENT	FIRE DEPT SCBA SUPPLIES
10560	187.76	W10560	EMERGENCY SERVICES COMMUNICATIONS LLC	FIRE DEPT SUPPLIES - CONES
10561	44.99	W10561	MICRO CENTER	FIRE DEPT COMPUTER INK
10562	14.34	W10562	WASHINGTON AUTO PARTS & PAINT INC.	FIRE DEPT WINDSHIELD FLUID
10563	35.00	W10563	VOSS BROTHERS SALES	FIRE DEPT SAW REPAIR
10564	724.00	W10564	TAYLOR TIRE COMPANY, LTD.	FIRE DEPT MEDIC341 FRONT TIRES
10565	295.00	W10565	PUBLIC AGENCY TRAINING COUNCIL	FIRE DEPT TRAINING/MERLING
10566	85.00	W10566	OHIO FIRE CHIEFS' ASSOCIATION	FIRE DEPT CHIEF MEMBERSHIP DUES
10567	45.00	W10567	OHIO FIRE ACADEMY	FIRE DEPT TRAINING/ERNSBERGER
10568	195.20	W10568	THE JACKET MAN INC.	FIRE DEPT CHIEF SHIRT SUPPLY
10569	1265.75	W10569	TEACHERS PROTECTIVE MUTUAL LIFE INS. CO.	TWP DISABIL/CANCER INSUR 14-15
10570	357.82	W10570	SAFELITE AUTOGLASS, INC.	FIRE DEPT WINDSHIELD REPAIR
10571	2816.29	W10571	GREAT LAKES PETROLEUM, INC.	FIRE/ROAD DEPT FUEL SUPPLY
10572	36074.58	W10572	OHIO POLICE & FIRE PENSION FUND	FIRE DEPT PENSION CONTRIBUTIONS JUL14

157101.86

Total Amount of Pending Warrants

CONCORD TOWNSHIP BOARD OF TRUSTEES

August 29, 2014

Page 1 of 1

The Concord Township Board of Trustees met in special session on Friday, August 29, 2014 at the Concord Township Administrative Building. Chairman Karen Koch called the meeting to order at 3:00 p.m. The roll was called, and attending were Trustees Karen Koch, Joe Garrett, and Bart Johnson.

The purpose of this special meeting was for the signing and execution of contracts for asbestos abatement, demolition of the structure, and architecture services for the property at 7990 Dublin Road, Delaware, Ohio.

Resolution #082914-1:

Mr. Johnson moved to approve execution of the contract for Total Environmental Services LLC to complete the removal and abatement of asbestos from the structure located at 7990 Dublin Road, Delaware, Ohio, in accordance with the legal notice, Request For Bids (RFB) package, and bid submission as opened on May 27, 2014, and compensation to be \$93,173.00. Motion seconded by Mr. Garrett. Upon roll call vote: Ms. Koch-yes, Mr. Garrett-yes, Mr. Johnson-yes.

Resolution #082914-2:

Mr. Johnson moved to approve execution of the contract for Complete Clearing Inc. to complete the demolition of the structure at 7990 Dublin Road, Delaware, Ohio, in accordance with the legal notice, RFB package, and bid proposal as submitted and opened May 27, 2014, and compensation to be \$59,450.00. Mr. Garrett seconded the motion. Vote: Ms. Koch-yes, Mr. Garrett-yes, Mr. Johnson-yes.

Resolution #082914-3:

The amended contract, dated January 16, 2014, from M&W Architects was reviewed for approval. Mr. Johnson moved to approve execution of the contract for M&W Architects to complete the architectural services for the construction of a new fire station at the property located at 7990 Dublin Road, Delaware, Ohio, in accordance with the legal notice, interview of interest and qualifications conducted October 23, 2013, and proposed contract as submitted January 16, 2014, and compensation to be \$240,000.00 (about eight percent) for Architect's Basic Services, \$16,000.00 allowance for Reimbursable Expenses, and \$26,125.00 for Civil Engineering. For additional services that may arise during the course of the Project, compensation shall be billed at Standard Hourly Billing Rates, and be approved by the Board of Trustees. Mr. Garrett seconded the motion. Vote: Ms. Koch-yes, Mr. Garrett-yes, Mr. Johnson-yes.

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


ATTEST


Fiscal Officer, Jill Davis

BOARD OF TRUSTEES


Karen Koch


Joe Garrett


Bart Johnson