

Held

December 8, 2014

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**Call to Order and Approval of Minutes**

The Concord Township Board of Trustees met in regular session on Monday, December 8, 2014 at the Concord Township Administrative Building. Chairman Karen Koch called the meeting to order at 7:08 p.m. The roll was called, and present were Trustees Karen Koch, Bart Johnson, and Joe Garrett. Other guests included Fiscal Officer Jill Davis, Fire Chief and Operations Director Todd Cooper, Zoning Inspector Ric Irvine, and several residents.

Mr. Garrett moved and Mr. Johnson seconded to approve the minutes of the November 24, 2014 meeting as presented. Vote: Koch-yes, Garrett-yes, Johnson-yes.

**Public Input**

Diane Winters and Pat Allen, owners of the horse stable on US Route 42, thanked the Fire Department for quick action at their barn fire on August 1st. A Lesco barn fan exploded that was under recall, burnt two stalls fronts, and fatally burnt a horse. Without the quick action of the Fire Department, much more of the barn would have been lost. Ms. Winters offered the use of their barn for training classes on barn fires.

**Old Business**

The Epcor hearing for the Courtyards at South Section Line Road has been scheduled for December 22, 2014 at 6:30pm. The final Trustees board meeting of the year will be December 29, 2014.

Trustee Garrett has been meeting with the architects weekly to develop a draft floor plan for the new fire station. The draft plan of 17,600 square feet was emailed to Trustees. Discussion was held on layout changes, space, needs, and parking. Cost estimate was \$3.3 million. Ten year budget projections were analyzed for both the Fire fund and Road fund, to determine carryover balances, and available funds for the fire station construction. After review, Mr. Garrett moved to adopt a resolution to appropriate a budget of up to \$3.5 million for the fire station construction project, with the Fire fund contributing \$2.2 million and the General fund contributing \$1.3 million. Ms. Koch seconded the motion. Upon roll call vote: Koch-yes, Garrett-yes, Johnson-yes.

Roads will be reviewed for repairs for the 2015 Delaware County Road Improvement Program. A work session was planned for 7:30am on December 29, 2014 to drive all the township roads.

**New Business**

The Concord Community Church rent was reduced by \$300 due to lack of extra room usage and available funds. The lease needs corrected. Mr. Johnson moved and Mr. Garrett seconded to accept the church rent change from \$1000 back to \$700 per month. Vote: Koch-yes, Garrett-yes, Johnson-yes. In addition, Mr. Garrett moved and Mr. Johnson seconded to approve the Fiscal Officer making the lease contract change and signing on behalf of the Board of Trustees. Vote: Koch-yes, Garrett-yes, Johnson-yes.

The health insurance reimbursement program (HRA) through OPEC was discussed. The funding plan was changed without authorization by the Trustees last year when the health insurance deductibles were raised. Therefore, the HRA plan needs changed back retroactively, and expenses may be re-submitted by employees for plan funding. Trustee Johnson will call Mr. Harmon at OPEC about the issue.

Trustee Johnson would like to see website changes made timelier. Mr. Johnson asked Firefighter Werling if he would consider a part-time webmaster/IT position. Administrative assistant, Angie Ellerbrock, was also trained today on making website updates. Tabled.

Resolutions were requested from the Delaware County Sheriff's Office for enforcement. Noise, jake brake, and dogs on leash resolutions will be forwarded to the Sheriff.

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A complaint was received about a dog running loose on the park ball fields. The owner's license plate number was recorded and a letter will be sent. Ms. Koch discussed new dog signs for the park, 18x24", at a cost of \$70 each.

#### Zoning Department

Zoning Inspector Ric Irvine reported no permits were issued to date for December.

The Manley Road zoning hearing was recessed by the Zoning Commission until January 13, 2015. Sewer availability for the project is under question, in addition to density and buffer issues. Approximately 45 residents attended the first hearing. Mr. Irvine felt if the property was annexed into Dublin, it would probably take a couple years for sewer tap approval from the City of Columbus.

No response on the Henderson road property violations.

#### Fire Chief & Operations Director

Chief Cooper reported Columbia Gas is moving the service for the new fire station project, and Del-co water has moved the water hydrant.

An interview was conducted for a part-time road department employee, but they did not have a CDL license. Current employee levels are acceptable for winter.

Past-trustee Ken Cox delivered historical items from Bellpoint High School to the township. The items are on 50-100 year loan from the Delaware County Historical Society for display at the township community building.

Firehouse Software has been used about twenty years for fire department reporting. The department has not paid for software updates the past eight years. Renewal costs were reviewed. Ms. Koch moved and Mr. Johnson seconded to approve \$1,000 for Firehouse Software renewal setup, plus \$2,099 per year for five years, for the software update contract. Vote: Koch-yes, Garrett-yes, Johnson-yes.

Road base changes were discussed for the next Scioto Reserve phase. Rolled compacted concrete has been requested for use. The County Engineer's Office will be consulted.

Development hearing minutes were presented for approval. Mr. Garrett moved and Mr. Johnson seconded to approve the minutes from the October 1 hearing for Clarkshaw Moors. Vote: Koch-yes, Garrett-yes, Johnson-yes.

Mr. Johnson moved and Mr. Garrett seconded to approve the minutes from the October 22 continued hearing for Clarkshaw Moors. Vote: Koch-yes, Garrett-yes, Johnson-yes.

Mr. Johnson moved and Mr. Garrett seconded to approve the minutes from the October 16 hearing for River Bluff. Vote: Koch-yes, Garrett-yes, Johnson-yes.

Mr. Garrett moved and Ms. Koch seconded to approve the minutes from the November 11 hearing for Courtyards at South Section Line. Vote: Koch-yes, Garrett-yes, Johnson-yes.

The Clarkshaw Moors continued hearing will be this week, December 11, 2014.

Mr. Garrett moved to adopt a resolution for the Board of Trustees to write a letter to the State of Ohio, to discourage land transfer of the previous Scioto Juvenile Detention Facility to the City of Columbus, due to the township's limited commercial development area. The site, if used as commercial property, would help bring revenue and jobs to the township. The township will ask the State to heavily consider the land for such application. The letter is to

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be sent to the Governor, House Representative, Senator, and Real Estate Division. Mr. Johnson seconded the motion. Upon roll call vote: Koch-yes, Garrett-yes, Johnson-yes.

**Financial**

Chairman Koch certified the Fiscal Officer provided current financial reports for the township. The current Cash Summary by Fund shows to General Fund balance is \$5,269,812.43, and the balance of Special Revenue Funds is \$4,561,825.25.


The Fiscal Officer certified funds have been appropriated and money is in the treasury to pay the bills. Therefore, Ms. Koch moved and Mr. Garrett seconded to approve pending purchase orders, vouchers, and warrants, #1317-1320, 10738 void, 10795-10824, all totaling \$158,869.54. Vote: Koch-yes, Garrett-yes, Johnson-yes.

As there was no further business, Mr. Johnson moved and Mr. Garrett seconded to adjourn the meeting at 9:20pm. Vote: Koch-yes, Garrett-yes, Johnson-yes.

ATTEST

  
Fiscal Officer, Jill Davis

BOARD OF TRUSTEES

  
Karen Koch  
Joe Garrett

Bart Johnson

PENDING WARRANT REPORT  
Concord Township [2014]

Date: 12/03/14

Warrant Number	Warrant Amount	Voucher Number	Payee	Purpose
1317	225.89	V 1317	HR BUTLER, LLC	PAYROLL PROCESSING FEES 11/28/14
1318	3114.63	V 1318	HR BUTLER, LLC	PAYROLL AGENCY DEDUCTIONS 11/28/14
1319	95557.63	V 1319	HR BUTLER, LLC	PAYROLL SALARIES + FIRE BONUSES 11/28/14
1320	31043.41	V 1320	HR BUTLER, LLC	PAYROLL TAXES WITHHELD 11/28/14
<u>129941.56</u>		Total Amount of Pending Warrants		

PENDING WARRANT REPORT  
Concord Township [2014]

Warrant Number	Warrant Amount	Voucher Number	Payee	Purpose
10738	-1455.00	V10738	HOWELL CO OFFICES	INCORRECT VENDOR
10795	113.36	VW10795	PORTA KLEEN	PARK PORTABLE RESTROOM NOV'14
10796	1455.00	VW10796	HOWELL RESCUE SYSTEMS, INC.	FIRE DEPT ANNUAL MAINTENANCE TESTING
10797	248.00	VW10797	MIAITI EMBROIDERY	ROAD DEPT FULL-ZIP HOODIES
10798	33.20	VW10798	AT&T	ROAD DEPT LD PHONE BILL
10799	113.54	VW10799	SHELLY MATERIALS, INC	ROAD DEPT GRAVEL/SALT MIX MATERIAL
10800	1561.00	VW10800	LOGWEAR	FIRE DEPT PARKAS & PATCHES
10801	131.57	VW10801	TIME WARNER CABLE	ADMIN INTERNET SVC
10802	17.64	VW10802	ANGIE ELLERBRACK	ZONING STAMPS REIMB. 11/19/14
10803	12.88	VW10803	GORDON FLESCCH CO., INC.	ADMIN COPIER SUPPLY, NOV-DEC'14
10804	85.80	VW10804	MATHESON TRI-GAS INC.	ROAD DEPT GAS CYLINDER SUPPLY
10805	326.26	VW10805	VALTECH COMMUNICATIONS	ADMIN PHONE LINES BILL (6)
10806	587.59	VW10806	CLASSIC SOLUTIONS INC.	FIRE DEPT HOUSE SUPPLIES
10807	441.83	VW10807	WALGREENS PHARMACY	TWP EMPLOYEE FLU SHOTS
10808	1295.00	VW10808	DAVID SPEAR, LOCKSMITH	ROAD DEPT DOOR CLOSURE UPGRADES
10809	125.00	VW10809	DATA RESOLUTIONS INC	ADMIN GUEST WIRELESS CALL
10810	370.50	VW10810	BROSIOUS, JOHNSON & GRIGGS, LLC	ROAD DEPT PERSONNEL LEGAL COUNSEL
10812	111.49	VW10812	TIME WARNER CABLE	FIRE DEPT INTERNET SVC
10813	19211.92	VW10813	OHIO PUBLIC ENTITY CONSORTIUM	HRA ADMIN & REIMB OCT-NOV'14
10814	40.00	VW10814	RIC IRVINE, ZONING INSPECTOR	ZONING CELL PHONE REIMB DEC'14
10815	299.60	VW10815	SHELLY MATERIALS, INC	ROAD DEPT GRAVEL/SALT MIX MATERIAL
10816	731.81	VW10816	COLUMBIA GAS	FIRE DEPT GAS UTILITY
10817	121.41	VW10817	MILLER'S TEXTILE SERVICES	FIRE DEPT TEXTILE SUPPLY
10818	1495.63	VW10818	HERITAGE PHARMACY, INC.	FIRE DEPT MEDIC SUPPLIES
10819	52.46	VW10819	TRACTOR SUPPLY CREDIT PLAN	ROAD DEPT SHOP SUPPLIES
10820	260.70	VW10820	THE DELAWARE MOTIVE PARTS	ROAD/FIRE/PARK SHOP SUPPLIES/PARTS
10821	446.85	VW10821	LOWE'S COMPANIES, INC	ROAD/FIRE/CEMETERY SUPPLIES
10822	324.26	VW10822	LOWE'S COMPANIES, INC	FIRE DEPT PRESSURE WASHER
10823	211.18	VW10823	KLEEM, INC.	ROAD DEPT SIGNAGE
10824	157.50	VW10824	THOMAS & COMPANY, LPA	LEGAL COUNSEL WORKERS COMP CLAIM
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28927.98			Total Amount of Pending Warrants	