

RECORD OF PROCEEDINGS

CONCORD TOWNSHIP BOARD OF TRUSTEES

Call to Order

The Concord Township Board of Trustees met in regular session on Monday, December 26, 2016 at the Concord Township Administrative Building. Chairman Bart Johnson called the meeting to order at 7:00 p.m. In attendance were Trustees Bart Johnson, Joe Garrett, and Jason Haney.

Minutes

Mr. Garrett moved and Mr. Johnson seconded to approve the minutes from the November 28, 2016 meeting. Vote: Haney-abstain, Garrett-yes, Johnson-yes.

Mr. Garrett moved and Mr. Haney seconded to approve the minutes from the December 12, 2016 meeting. Vote: Haney-yes, Garrett-yes, Johnson-abstain.

Public Input

Residents were present to follow up on the Pettit property on Highland Lakes with unlicensed, inoperable vehicles on the property. A letter was sent by the zoning inspector to the homeowner. If no response has been received from the zoning inspector's letter, the issue will be turned over to the County Prosecutor's office.

Matt Czarnecki, Powell resident, is co-owner of Race Penguin, an endurance event production company, and has proposed holding a half marathon race in Concord and Liberty Townships in September 2017. He is in the planning stages and has asked Liberty High School to host the start and finish. Discussion was held on the potential race route along SR 257/Riverside Drive, and the impact to residents and traffic. The Trustees would also like the community and/or a local charity to benefit from the race. Mr. Czarnecki will hold a meeting on January 18, 2017 with the state and other local government agencies to review the route.

Zoning Commission Board Chairman, Connie Resanovich, reported the ZC will meet to organize on January 10, 2017. She would like to hold a joint work session with the Trustees to start aligning the zoning code with the new comprehensive plan. The new county sanitary engineer will also be invited. Sewer availability, water availability, and density are main issues that need to be discussed. Mr. Johnson would like to know how many open acres are still available in the township, and at a density of 2 or 3 homes per acre, does the area run out of sewer capacity. Higher density producing more traffic, and people needing more services were mentioned. In addition, the Trustees would like to review curb and gutter requirements which are costly, and multi-use development usage. A zoning map discrepancy for a township parcel was also noted.

Old Business

The estimate for township road improvements for 2017 was reviewed from the Delaware County Engineer's office. After discussion, ***Mr. Garrett moved and Mr. Haney seconded to approve the estimate for the 2017 road improvement program, totaling \$261,601.59. Vote: Haney-yes, Garrett-yes, Johnson-yes.*** The Fiscal Officer will forward the approved estimate to the county.

Mr. Johnson moved to hold a joint work session with the Concord Township Board of Trustees, Zoning Commission Board, and Delaware County Sanitary Engineer on Thursday, January 19, 2017 at 6:00 pm, to present the master sewer plan for the township. Mr. Garrett seconded this motion. Vote: Haney-yes, Garrett-yes, Johnson-yes.

The Trustees discussed several areas needing grader patching by the county - near 4959 Bean Oller Road, Freshwater Road near Klondike Road, Merchant Road west of Concord to the county line, and Russell Road to the county line. Todd Cooper will submit a Request for Engineering Assistance to the County Engineer's office.

New Business

Chief Cooper discussed a few truck issues the township has experienced recently. An accident involving the dump truck occurred on Concord Road, and the truck was back in service that same night. The medic truck was hit by a deer while in route with a patient on State Route 315. The medic has some mild damage, but is still in operation. The back-up medic truck will be used during the short repair period. Another dump truck slid on ice on

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CONCORD TOWNSHIP BOARD OF TRUSTEES

Held

December 26, 2016

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Mills Road into the guardrail and sustained tire damage. It was repaired and is back in service. Salt spreader parts for the pickup truck have been received.

A letter of retirement was received from road department employee Billie Karres. **Mr. Garrett moved and Mr. Johnson seconded to accept the retirement of Ms. Karres. Vote: Haney-yes, Garrett-yes, Johnson-yes.** The Trustees noted she will be missed, and they received many compliments every year of how she maintained the cemetery and community building. They wished her luck with her future endeavors. The open position will be advertised soon.

Mr. Cooper will speak to Charter Hill Construction about the community building lobby windows repair after the holidays.

Mr. Cooper mentioned the medic truck is ten years old, over 100,000 miles, and is due for replacement. New truck options consist of liquid ride, cab changes, more safety items and cot system used in back of medic. The fire department was awarded a grant for a cot system. Chief Cooper and Lieutenant Micah Werling will begin getting input and quotes.

Mr. Cooper noted the grant awarded for the SCBA compressor system will not be reimbursed if the system is installed without approved drawings.

No special township shifts will be run in January by the Delaware County sheriff.

Mr. Haney reported the new fire station is about two months behind schedule. The roof is almost done, and drywall needs started. Mr. Haney mentioned issues with architect information, and how the fire station tower with a flat roof attaches to the main building.

It was noted deposits from EMS billing have not been received yet. Medicare and Medicaid claims will be deposited straight to the township, but Medicaid will forward the rest from private insurance to the township. They will distribute around the 20th of the month.

Mr. Cooper was contacted by the Buckeye Valley School District's engineer about how much water would be needed for the new elementary building in Bellpoint. Mr. Cooper noted a pond at the elementary would not be approved for water use.

Financial

Mr. Garrett moved and Mr. Johnson seconded to continue all ongoing contracts with current vendors into 2017. Vote: Haney-yes, Garrett-yes, Johnson-yes.

Mr. Johnson moved and Mr. Haney seconded to approve paying expenses for elected officials and employees who wish to attend the 2017 Ohio Township Association convention. Vote: Haney-yes, Garrett-yes, Johnson-yes.

The 2017 meeting schedule was discussed. **Mr. Garrett moved and Mr. Johnson seconded to hold Concord Township Board of Trustees meetings at 7:00 p.m. on the second and fourth Wednesdays of every month in 2017. Vote: Haney-yes, Garrett-yes, Johnson-yes.**

Mr. Johnson moved and Mr. Garrett seconded to hold the annual Records Commission meeting immediately following the January 11, 2017 Board of Trustees meeting. Vote: Haney-yes, Garrett-yes, Johnson-yes.

It was noted the 2017 organizational meeting will be held Tuesday, January 3, 2017 at 9:00 a.m. at the Concord Township Community Building.

Two zoning positions have expiring terms up for renewal on December 31, 2016: Gary Davis and Betty Cotter. **Mr. Haney moved and Mr. Garrett seconded to renew the five-year appointment (January 1, 2017 - December 31, 2021) of Gary Davis on the Zoning Commission Board and Betty Cotter on the Board of Zoning Appeals. Vote: Haney-yes, Garrett-yes, Johnson-yes.**

Bank statements for November 2016 were reviewed by the Trustees.

Ms. Davis noted issues with payroll vendor, HR Butler, in providing fire employee pension reports needed for this month. The reports were generated manually over the holiday and may have to be amended later.

Chairman Johnson certified the Fiscal Officer provided current financial reports for the township. The current Cash Summary by Fund balances were: General Fund \$4,914,754.89, and Special Revenue Funds (Motor Vehicle & Permissive License Tax, Gas Tax, Cemetery, Road, Fire) \$4,396,511.40.

RECORD OF PROCEEDINGS

Minutes of

Meeting

CONCORD TOWNSHIP BOARD OF TRUSTEES

BEAR GRAPHICS 800-325-9094 FORM NO. 10148

Held _____

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The Fiscal Officer certified funds have been appropriated and money is in the treasury to pay the bills. Therefore, **Mr. Haney moved and Mr. Garrett seconded to approve all pending purchase orders, vouchers, and warrants #1566-1572, 12527-12567, totaling \$194,080.48. 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



Joe Garrett



Bart Johnson



Jason Haney

December 26, 2016

CONCORD TOWNSHIP TRUSTEE MEETING

AGENDA

ROLL CALL

APPROVE MINUTES

PUBLIC INPUT

Zoning board chair Connie Resanovich

OLD BUSINESS

Road estimates from the county/ 2017 road work

NEW BUSINESS

Work session to review sewer availability /capacity and other growth/infrastructure issues

ZONING INSPECTOR

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

Warrant Number	Warrant Amount	Voucher Number	Payee	Purpose
1566	32.50	V 1566	State of Ohio Liquor Control	OVERPOSTED 35% LICENSE FEE R5673
1567	48.00	V 1567	PNC BANK	NOV-DEC MONTHLY BANK SVC FEES
1568	381.73	V 1568	HR BUTLER, LLC	PAYROLL SUPPLEM./DAVID WHITE MISSED HRS.
1569	203.24	V 1569	HR BUTLER, LLC	PAYROLL PROCESSING FEE 12/23/16
1570	4566.62	V 1570	HR BUTLER, LLC	PAYROLL AGENCY DEDUCTIONS 12/23/16
1571	45246.79	V 1571	HR BUTLER, LLC	PAYROLL SALARIES 12/23/16
1572	14143.80	V 1572	HR BUTLER, LLC	PAYROLL TAXES WITHHELD 12/23/16
12527	354.76	WM12527	VERIZON WIRELESS	ROAD/FIRE CELL PHONES
12528	605.18	WM12528	OHIO EDISON	FIRE ELECTRIC UTILITY
12529	73.32	WM12529	DEL-CO WATER CO INC	FIRE DEPT WATER UTILITY
12530	1621.48	WM12530	GREAT LAKES PETROLEUM, INC.	FIRE DEPT FUEL SUPPLY
12531	122.14	WM12531	MILLER'S TEXTILE SERVICES	FIRE DEPT TEXTILE/MAT SUPPLY
12532	269.63	WM12532	HERITAGE PHARMACY, INC.	FIRE DEPT EMS SUPPLIES
12533	1469.33	WM12533	BOUND TREE MEDICAL, LLC	FIRE DEPT EMS SUPPLIES
12534	625.00	WM12534	JIM'S AUTOMOTIVE ELECTRIC SVCS CO.	FIRE DEPT MEDIC E-343 ALTERNATOR REPAIR
12535	255.26	WM12535	MEDICAL REPAIR, INC.	FIRE DEPT MEDIC EMS COT MAINTENANCE
12536	171.94	WM12536	GALLS, LLC - DBA ROY TAILORS UNIFORMS	FIRE DEPT CLOTHING, PANTS/BOOTS
12537	49.00	WM12537	STERYCLE, INC	FIRE DEPT SHARPS DISPOSAL
12538	18063.34	WM12538	MIDDLETON FORD	FIRE DEPT '17 FORD FUSION
12539	23.79	WM12539	GORDON FLESH CO., INC.	ADMIN COPIER USAGE FEE
12540	228.06	WM12540	TIME WARNER CABLE	FIRE/ADMIN INTERNET SVC
12541	25.99	WM12541	WALGREENS PHARMACY	TWP EMPLOYEE FLU SHOT
12542	10543.14	WM12542	OHIO PUBLIC ENTITY CONSORTIUM	HRA ADMIN & NOV-DEC CLAIM REIMB
12543	150.00	WM12543	TREASURER, STATE OF OHIO	FIRE DEPT ASSESS - VOL FF DEPEND FUND
12544	5779.05	WM12544	PUBLIC EMPLOYEES RETIREMENT SYSTEM	ROAD DEPT RADIOS +INSTALL
12545	5398.44	WM12545	B & C COMMUNICATIONS	ROAD DEPT GAS UTILITY
12546	40.00	WM12546	RIC IRVINE, ZONING INSPECTOR	ZONING CELL PHONE REIMB DEC'16
12547	111.98	WM12547	MADISON ENERGY COOP ASSOC INC	ROAD DEPT SHOP SUPPLIES
12548	370.37	WM12548	FRONTIER	FIRE/ALARM SYST PHONE LINES
12549	134.38	WM12549	KIMBALL MIDWEST	ROAD DEPT SHOP SUPPLIES
12550	952.65	WM12550	OHIO EDISON	ADMIN, ROAD, PARK ELECTRIC UTILITIES
12551	328.12	WM12551	DEL-CO WATER CO INC	PARK/ADMIN/ROAD/FIRE CONSTR WATER UTIL
12552	169.00	WM12552	NOFZIGER DOOR SALES, INC.	ROAD DEPT OVERHEAD DOOR REPAIR
12553	560.00	WM12553	MIATI EMBROIDERY	ROAD DEPT HT-VTS SAFETY JACKETS
12554	180.40	WM12554	FRANKLIN EQUIPMENT	OLLER, CEM'Y EQUIP RENTAL/JACKHAMMER
12555	176.00	WM12555	WORKHEALTH	FIRE DEPT RANDOM DRUG SCREENS
12556	2684.06	WM12556	OHIO BUREAU OF WORKERS' COMPENSATION	BWC PREMIUM JAN.1 INSTALLMENT
12557	1138.04	WM12557	PNC BANK	ROAD TIRES & FIRE SUPPLIES
12558	427.56	WM12558	OHIO CAT	ROAD DEPT LOADER HYDRAUL REPAIR
12559	422.50	WM12559	DAMRON FAMILY FARMS	ROAD DEPT SNOWBLOW CUTTING EDGES
12560	1320.00	WM12560	THE DEXTER COMPANY	ROAD DEPT SNOWBLOW CUTTING EDGES
12561	2233.58	WM12561	EXPRESS SERVICES INC	ROAD LABOR 99.5HRS/KUHN
12562	594.77	WM12562	THE DEXTER COMPANY	ROAD DEPT TRUCK PARTS
12563	1251.28	WM12563	INTERSTATE BILLING SERVICE, INC.	ROAD TRUCK#349 WRECK REPAIR
12564	456.84	WM12564	ADVANCED INDUSTRIAL PRODUCTS	ROAD DEPT REPAIR PARTS
12565	11.96	WM12565	BOUND TREE MEDICAL, LLC	FIRE DEPT EMS SUPPLIES
12566	69203.85	WM12566	OHIO POLICE & FIRE PENSION FUND	FIRE DEPT PENSION CONTRIBUTIONS NOV'16
12567	868.61	WM12567	THE DELAWARE MOTIVE PARTS	FIRE/ROAD SHOP SUPPLIES

Total Amount of Pending warrants

194080.48

CASH SUMMARY BY FUND
Concord Township [2016]

Date: 12/26/16

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	1189318.00	0.00	0.00	7009991.77	2095236.88	1500000.00	0.00	4914754.89
02 -MOTOR VEHICLE LICENSE TAX	16506.48	17630.19	0.00	0.00	34136.67	4742.81	0.00	0.00	29393.86
03 -GASOLINE TAX	112662.58	98624.34	0.00	0.00	211286.92	134706.17	0.00	0.00	76580.75
05 -CEMETERY	33130.36	14728.40	0.00	0.00	47858.76	8748.84	0.00	0.00	39109.92
10 -FIRE DISTRICT	2710871.21	4404539.26	1500000.00	0.00	7115410.47	4401975.98	0.00	0.00	2713434.49
11 -ROAD DISTRICT	1425311.39	449964.08	0.00	0.00	1875275.47	385959.89	0.00	0.00	1489311.58
14 -MAINTENANCE FACILITY-ROAD	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
14A -COMMUNITY PARK IMPROV GRANT FUND (CPIG)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
14B -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	0	0	0	0	0	0	0	0
23 -PERMISSIVE MOTOR VEHICLE LICENSE TAX	24161.83	36235.39	0.00	0.00	60397.22	10720.58	0.00	0.00	48676.80
TOTAL ALL FUNDS	10143317.62	6210039.82	1500000.00	0.00	16333357.44	7042091.15	1500000.00	0.00	9311266.29