

**RECORD OF PROCEEDINGS
CONCORD TOWNSHIP BOARD OF TRUSTEES**

Minutes of

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held

December 30, 2013

20 Page 1 of 3

The Concord Township Board of Trustees met in regular session on Monday, December 30, 2013 at the Concord Township Administrative Building. Chairman Karen Koch called the meeting to order at 7:08 p.m. The roll was called; in attendance were Trustees Karen Koch, Joe Garrett, and Bart Johnson.

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

Public Input

Residents Darren Webb, Dan Fortin and a neighbor, ^{Ian Shick} presented the Trustees with the latest drawings of the Harriott Road round-a-bout from the Delaware County Engineer. Mr. Webb has discussed a couple aesthetic issues with Ryan Mraz from the County, such as mounding and landscaping. Most importantly, the residents do not want to be the fourth "spoke" of the round-a-bout circle, with drivers turning into their proposed common drive. They also do not want to see a galvanized guardrail running across their front yards. The Trustees offered to meet with the residents and the County in January to discuss aesthetic options. Start date for the Harriott Road round-a-bout project is April or May 2014.

Olentangy Little League (OLL) representatives, Michael Falter, Jason Brown, Lane Balmberger, and Tim Tuttle, spoke to the Trustees about baseball field availability at Concord Park. This was OLL's fourth season of baseball, with over 500 boys aged 4-14 years participating. The league is looking for more field access or may have to begin turning away players. In 2013, they estimate about 20% of league players were from Concord Township. OLL has resources to rent or lease fields if available. Trustee Johnson explained the Bellpoint Youth Athletic Association (BYAA) has a partnership with Concord Township since 1968, and BYAA President Cory Foltz schedules usage of Concord's fields. BYAA built the concession stand, dugouts, maintains the park fields, and runs the concession. OLL will stay in contact with BYAA for future use.

Old Business

The signed renewal lease from Concord Community Church was received and extra keys issued.

One server bid was received from Data Resources Inc. The server, anti-virus two year license, and battery backup would cost \$2499.00. Labor (installation and setup) would be billed at \$125.00 per hour. Mr. Garrett moved and Ms. Koch seconded to approve the server bid as presented from Data Resolutions Inc. Vote: Koch-yes, Garrett-yes, Johnson-yes. Fiscal Officer Jill Davis will contact about setup.

The 2014 Road Improvement Program worksheets were reviewed. Measurements still need pulled from Turfway Bend to include on the forms. Forms are due January 22nd.

Trustee Johnson met with Mike Metzger of the County Engineer's Office about the 2013 road improvement issues at Woods of Glen Erin. ^{Fund} The Trustees were not called before the work began on the cul-de-sac as requested, and the pavement is not acceptable. No response has been received, and the bill remains unpaid.

A contract was received from Mull & Weithman Architects for the fire station project, with an approximate fee proposal of 11.5%. Trustee Johnson responded to the architect that a 6-8% fee was given during the interview and he intends to hold them to that figure. The fee seems high when much of the initial programming and rough drawings were completed by the fire department building committee.

No update on acoustics for township community room.

Ms. Koch reminded the Board of the January 4, 2014 luncheon meeting at noon at the township building for the Ladies of the Wool rug donation.

New Business

The Records Commission will hold a meeting on January 13, 2014 immediately following the Board of Trustees meeting at 7:00 p.m. The purpose of the meeting will be to review records available for disposal per the township archives schedule of retention.

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Mr. Johnson moved and Mr. Garrett seconded to reappoint Board of Zoning Appeals member, Darren Webb, to a five year term beginning January 1, 2014. Vote: Koch-yes, Garrett-yes, Johnson-yes.

The 2014 meeting schedule was presented for review. Ms. Koch moved and Mr. Garrett seconded for the Board of Trustees to continue meeting in 2014 on the second and fourth Monday each month at 7:00 p.m. at the Concord Township Community Building, except for the following two dates: Tuesday, May 27 (instead of Memorial Day, Monday, May 26), and Monday December 29 (instead of Monday, December 22). Vote: Koch-yes, Garrett-yes, Johnson-yes. The complete listing of meeting dates will be published in the Delaware Gazette. Mr. Garrett noted some townships have work sessions at a separate meeting if needed.

Zoning Inspector, Ric Irvine, reported a slow month for permits. A variance meeting will be held January 7, 2014 for a Section Line Road lot split/minimum frontage variance.

Mr. Irvine also noted the firm Loveland & Brosius was a presenter for legal training by the Prosecutor. The township could hold training for Zoning Commission and Board of Zoning Appeals members at a cost of about \$1400-1600. No action taken at this time.

Mr. Garrett moved and Mr. Johnson seconded to approve the annual 2013-2014 winter salt agreement with the Village of Shawnee Hills, for up to 100 tons of road salt at \$49.06 per ton, which includes a \$4.00 per ton handling fee. Vote: Koch-yes, Garrett-yes, Johnson-yes. Director of Operations, Todd Cooper, noted the township has already purchased 400 tons of road salt this winter. Discussion was held on amount of salt spread, and how the County brines their salt to increase effectiveness and reduce usage.

In regards to the renewal of the five year fire contract with Shawnee Hills, Mr. Johnson moved to adopt a Resolution (#123013-1 attached) that in consideration of payment, based on the rate of taxation as assessed in the Village of Shawnee Hills under the current fire levies, the sum of the levy amount plus the 10% property tax rollback plus the 2.5% property tax rollback plus the homestead reimbursement from the State of Ohio minus 10% or \$55,750.00 whichever is larger, the Board of Trustees of Concord Township agrees to provide fire protection and emergency medical services to the Village of Shawnee Hills, Ohio and its inhabitants thereof when called for, during the calendar years 2014 through 2018. Mr. Garrett seconded the adoption of this Resolution. Upon roll call vote: Koch-yes, Garrett-yes, Johnson-yes.

Fire Chief Cooper noted he received amendments to the Fire Department Union Contract today. The changes will be forwarded to the Trustees for review.

Mr. Cooper presented replacement window costs for the township building lobby. The first set of windows replaced have not leaked. The other three sets of windows still need replaced at a cost of approximately \$4,769.00 per set, plus installation. The first installation estimate from Advanced Glass is \$2,800.00 per set. No action taken. Mr. Johnson will look into an insurance claim with the original building architect.

Correspondence was received from State of Ohio Liquor Control regarding change in license information for Tartan Fields Golf, Pool, and Tennis Club. The Board of Trustees will not request a hearing be held due to the change.

Mr. Garrett moved and Ms. Koch seconded to continue all ongoing contracts with current vendors into 2014. Vote: Koch-yes, Garrett-yes, Johnson-yes.

Ms. Koch moved and Mr. Garrett seconded to approve paying expenses for elected officials who wish to attend the 2014 Ohio Township Association conventions. Vote: Koch-yes, Garrett-yes, Johnson-no.

Ms. Koch moved and Mr. Johnson seconded to approve payment of insurance premiums for township elected officials in 2014. Vote: Koch-yes, Garrett-yes, Johnson-yes.

It was noted the 2014 organization meeting will be held Friday, January 3, 2014 at 9:00 a.m. at the Concord Township Community Building, 6385 Home Road, Delaware, OH.

Ms. Koch moved and Mr. Garrett seconded to appoint Trustee Johnson, Fiscal Officer Jill Davis, and resident Darren Webb, as Audit Committee for Concord Township for 2014. Vote: Koch-yes, Garrett-yes, Johnson-yes.

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Oath of Office for 2014 re-elected Trustees, Joe Garrett and Bart Johnson, was administered by Fiscal Officer Jill Davis.

Mr. Johnson moved to adopt a Resolution to transfer remaining net insurance proceeds from the Fire Department Fund wind damage claim to the Capital Fund to be used for construction of a new fire station. Mr. Garrett seconded this motion. Upon roll call vote: Koch-yes, Garrett-yes, Johnson-yes.

Mr. Johnson moved and Mr. Garrett seconded to enter into Executive Session to discuss contract negotiations. Vote: Koch-yes, Garrett-yes, Johnson-yes.

Mr. Johnson moved and Mr. Garrett seconded to return to Regular Session. Vote: Koch-yes, Garrett-yes, Johnson-yes.

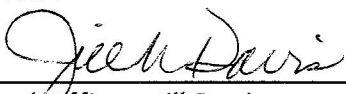
Mrs. Davis asked the Trustees to consider any changes for the 2014 budgetary needs of the township.

Financial

Chairman Koch certified the Fiscal Officer has provided current financial reports for the township. Completing business the Fiscal Officer certified funds have been appropriated and money is in the treasury to pay the bills. Therefore, Mr. Garrett moved and Ms. Koch seconded to approve pending purchase orders, blanket certificates, vouchers and warrants #1211-1219, 9949 void, 9983-10019, all totaling \$135,979.35 (attached). Vote: Koch-yes, Garrett-yes, Johnson-yes. The General Fund balance is \$4,873,692.41, with total balance of all Funds to date \$8,875,476.08.


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

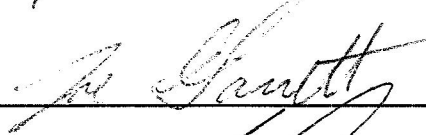
ATTEST




Fiscal Officer, Jill Davis

BOARD OF TRUSTEES







BOARD OF TRUSTEES OF CONCORD TOWNSHIP

DELAWARE COUNTY, OHIO

AGREEMENT

This agreement is between Concord Township, Delaware County Ohio and the Village of Shawnee Hills, Delaware County, Ohio.

WHEREAS, the Village of Shawnee Hills has no fire department and wishes to provide emergency services, fire reporting, investigation, and prevention services to its inhabitants, and

WHEREAS, Concord Township operates a fire department providing fire suppression, rescue, emergency medical, and other emergency responses, and also providing investigation and fire safety inspections, and

WHEREAS, by Resolution Number 28-2013 passed by the Council of the Village of Shawnee Hills, Ohio on the 16th day of December, 2013, said Village, by its proper officers, was authorized to enter into an agreement with the Board of Trustees of Concord Township for the purpose to assure fire protection and emergency medical services for the inhabitants of the Village of Shawnee Hills, and

WHEREAS, by Resolution Number 123013-1 passed by the Board of Trustees of Concord Township, Delaware County, Ohio on the 30th day of December, 2013, said Board by its proper officers was authorized to enter into an agreement with the Village of Shawnee Hills to provide fire protection and emergency medical services to the Village of Shawnee Hills and its inhabitants, and

NOW, THEREFORE, BE IT RESOLVED that it is mutually agreed by, and between, the Council of the Village of Shawnee Hills, Ohio and the Board of Trustees of Concord Township, Delaware County, Ohio that:

In consideration of payment based on the rate of taxation as assessed in the Village of Shawnee Hills under the current fire levies, the sum of the levy amount plus the 10% property tax rollback plus the 2.5% property tax rollback plus the homestead reimbursement from the State of Ohio minus 10% or \$55,750.00 whichever amount is larger. The Board of Trustees of Concord Township agrees that it will provide fire protection and emergency medical services to the Village of Shawnee Hills, Ohio and its inhabitants thereof when called for, during the calendar year of 2014 through 2018.

It is mutually agreed that the Delaware County Auditor will compute the actual rate of taxation of the Village of Shawnee Hills fire levies against the semi-annual reconciled evaluation of property in the Village of Shawnee Hills for each year during the term of this agreement. This computation will be the amount owed by the Village of Shawnee Hills, and will not be less than \$55,750.00 to the Concord Township for Fire and Emergency services provided by the Concord Township Fire Department.

It is mutually agreed that the Fire Chief of the Concord Township Fire Department, or his authorized representative, shall be in charge at the scene and an incident relative to the involvement of the fire department until the scene is relinquished by the department.

It is mutually agreed that the Fire Chief, or his authorized representative, shall investigate all fires, perform fire safety inspections, and file reports with the State of Ohio Fire Marshall's Office as necessary.

It is mutually agreed that in no case, shall the Board of Trustees, or Concord Township, be liable for damages to said Village of Shawnee Hills or to any of its inhabitant for failure to answer any fire call or a request for emergency medical aid, or for lack of speed in answering any such call, or for any inadequacy of equipment, negligent operation of apparatus, failure to extinguish any fire or for any case whatsoever arising out of this agreement or the use of the fire department equipment and/or personnel of the Concord Township Fire Department. The Village of Shawnee Hills shall hold the Concord Township and its employees harmless and safe in all matters.

It is mutually agreed that Concord Township will receive from the Village of Shawnee Hills one half of the fee as soon as practical after the Delaware County Auditor's release of funds takes place semi-annually. The balance is due by no later than the 1st day of December of each year.

It is mutually agreed that either party may cancel and/or terminate this agreement before the expiration thereof by giving ninety (90) days written notice to the other party, of intention to do so.

It is mutually agreed that this contract becomes effective on the fire day of January, 2014 at 0100 hours and expires on the 31st of December, 2018 at midnight.

In witness whereof, the said parties have caused their names to be subscribed hereto by their proper officers duly authorized as herein above set forth on this 30th day of December, 20 13.

FOR CONCORD TOWNSHIP:



Karen Koch, Trustee, Chairperson




Joe Garrett, Trustee



Bart Johnson, Trustee

FOR SHAWNEE HILLS:



Patrick Monahan, Mayor


President of Council

Council Member

Council Member


Council Member

Attest:



Jill Davis
Fiscal Officer

Attest:



Shirley Roskoski
Fiscal Officer

PENDING WARRANT REPORT
Concord Township [2013]

Date: 12/30/13

| Warrant Number | Warrant Amount | Voucher Number | Payee | Purpose |
|----------------|----------------|----------------|------------------------------------------|------------------------------------------|
| 1211 | 197.99 | V 1211 | HR BUTLER, LLC | PAYROLL PROCESSING FEE 12/13/13 |
| 1212 | 4413.10 | V 1212 | HR BUTLER, LLC | PAYROLL AGENCY DEDUCTIONS 12/13/13 |
| 1213 | 45757.62 | V 1213 | HR BUTLER, LLC | PAYROLL SALARIES 12/13/13 |
| 1214 | 13062.07 | V 1214 | HR BUTLER, LLC | PAYROLL TAXES WITHHELD 12/13/13 |
| 1215 | 18.00 | V 1215 | PNC BANK | BANK SVC CHG DEC'13 |
| 1216 | 224.29 | V 1216 | HR BUTLER, LLC | PAYROLL PROCESSING FEE 12/27/13 |
| 1217 | 3195.20 | V 1217 | HR BUTLER, LLC | PAYROLL AGENCY DEDUCTIONS 12/27/13 |
| 1218 | 45968.56 | V 1218 | HR BUTLER, LLC | PAYROLL SALARIES 12/27/13 |
| 1219 | 12243.71 | V 1219 | HR BUTLER, LLC | PAYROLL TAXES WITHHELD 12/27/13 |
| 9949 | -128923.42 | V 9949 | THE SHELLY COMPANY | VOID 2013 ROAD IMPRO PAYMENT |
| 9983 | 228.06 | VW 9983 | TIME WARNER CABLE | FIRE & ADMIN INTERNET SVC |
| 9985 | 40080.00 | VW 9985 | CLEAN AIR CONCEPTS | EXHAUST REMOVAL SYSTEM PER QUOTE |
| 9986 | 56658.95 | VW 9986 | OHIO POLICE & FIRE PENSION FUND | FIRE DEPT NOV'13 PENSIONS |
| 9987 | 293.00 | VW 9987 | OHIO PUBLIC ENTITY CONSORTIUM | HRA ADMIN & NOV-DEC REIMB |
| 9988 | 227.36 | VW 9988 | VERIZON WIRELESS | FIRE/ROAD CELL PHONE BILL |
| 9989 | 25.99 | VW 9989 | WALGREENS PHARMACY | ADMIN FLU SHOT |
| 9990 | 287.44 | VW 9990 | CLASSIC SOLUTIONS INC. | ROAD DEPT PAPER PRODUCTS |
| 9991 | 261.61 | VW 9991 | FRONTIER | FIRE/ROAD PHONE BILL |
| 9992 | 5455.65 | VW 9992 | PUBLIC EMPLOYEES RETIREMENT SYSTEM | NOV'13 PENSION CONTRIBUTIONS |
| 9993 | 120.00 | VW 9993 | THOMSON WEST | ADMIN LOCAL GOVT LAW SUBSCRIPTION |
| 9994 | 92.76 | VW 9994 | DEL-CO WATER CO INC | ROAD/PARK WATER BILLS |
| 9995 | 70.11 | VW 9995 | ADVANCED INDUSTRIAL PRODUCTS | ROAD DEPT TRUCK 349 REPAIR |
| 9996 | 35.00 | VW 9996 | SYLVIA L. MCELWAIN | ZONING BZA HEARING 12/3/13 |
| 9997 | 925.53 | VW 9997 | OHIO EDISON | PARK/ROAD/ADMIN ELECTRIC |
| 9998 | 699.86 | VW 9998 | WALMART COMMUNITY | ADMIN & FIRE STATION SUPPLIES |
| 9999 | 53.49 | VW 9999 | JILL DAVIS | MEETING RECORDER REIMB 12/10/13 |
| 10000 | 17736.98 | VW10000 | CARGILL, INC | ROAD SALT 2013 CONTRACT |
| 10001 | 675.18 | VW10001 | LOWE'S COMPANIES, INC | ROAD/FIRE BLDG SUPPLIES |
| 10002 | 92.26 | VW10002 | THE HARDWARE EXCHANGE | FIRE/ROAD/PARK SHOP SUPPLIES |
| 10003 | 68.31 | VW10003 | DEL-CO WATER CO INC | FIRE DEPT WATER BILL |
| 10004 | 553.58 | VW10004 | OHIO EDISON | FIRE DEPT ELEC BILL |
| 10005 | 802.69 | VW10005 | MICRO CENTER | FIRE DEPT OVERHEAD PROJECTOR |
| 10006 | 1092.50 | VW10006 | FIRE SAFETY SERVICES, INC. | FIRE DEPT ALTAIR GAS DETECTOR |
| 10007 | 2932.98 | VW10007 | GREAT LAKES PETROLEUM, INC. | FIRE/ROAD FUEL |
| 10008 | 13.46 | VW10008 | AIRGAS GREAT LAKES | FIRE DEPT GAS CYLINDER SUPPLY |
| 10009 | 264.96 | VW10009 | THE DELAWARE MOTIVE PARTS | FIRE DEPT REPAIR/MAINT PARTS |
| 10010 | 728.77 | VW10010 | HERITAGE PHARMACY, INC. | FIRE DEPT MEDIC SUPPLIES |
| 10011 | 406.61 | VW10011 | WASHINGTON AUTO PARTS & PAINT INC. | FIRE DEPT REPAIR/MAINT PARTS |
| 10012 | 567.29 | VW10012 | INTERSTATE BILLING SERVICE, INC. | FIRE DEPT E343 FILTER REPAIRS |
| 10013 | 32.94 | VW10013 | DEWALT SERVICE CENTER 047 | FIRE DEPT DRILL REPAIR |
| 10014 | 2767.00 | VW10014 | VETS OF OHIO/OHIO PUBLIC RISKS INSURANCE | FIRE DEPT PMT 2/3, NATL UNION FIRE INSUR |
| 10015 | 71.72 | VW10015 | THE COLUMBUS DISPATCH | FIRE DEPT DISPATCH SUBSCRIPTION |
| 10016 | 275.00 | VW10016 | PUBLIC AGENCY TRAINING COUNCIL | FIRE DEPT ARSON SCENE TRAINING |
| 10017 | 1939.79 | VW10017 | ROY TAILORS UNIFORM CO OF COLUMBUS, INC | FIRE DEPT UNIFORM SVC |
| 10018 | 1895.00 | VW10018 | EMERGENCY PLUMBING SERVICE, LLC | ROAD DEPT HOT WATER HEATER REPLACE |
| 10019 | 1390.40 | VW10019 | PNC BANK | NOV-DEC VISA CHARGES |

Total Amount of Pending warrants

135979.35