

RECORD OF PROCEEDINGS

Minutes of

CONCORD TOWNSHIP BOARD OF TRUSTEES

Meeting

GOVERNMENT FORMS & SUPPLIES 844-224-3338 FORM NO. 10148

Held September 24, 2025

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Call to Order

The Concord Township Board of Trustees met in regular session on Wednesday, September 24, 2025 at the Concord Township Community Building, 6385 Home Road, Delaware, Ohio. Chairman Bart Johnson called the meeting to order at 7:04 p.m. The roll was called: Jason Haney-present, Joe Garrett-present, Bart Johnson-present.

Mr. Johnson moved and Mr. Haney seconded to approve the minutes of the September 10, 2025 meeting. Vote: Haney-yes, Garrett-yes, Johnson-yes.

Public Input

Lori Kannally of the Delaware County Public Health District reported that flu shots are being provided at various walk-in and drive-thru clinic locations throughout Delaware County. More information is available on their website, <https://www.delawarehealth.org/immunizations>. Ms. Kannally also reported an uptick in Hand Foot Mouth disease in Central Ohio and specifically Delaware County, primarily within daycare and childcare centers as children are primarily affected. Good personal hygiene is recommended in avoiding both Hand Foot Mouth disease and the flu. Ms. Kannally also reminded the group of the tire disposal event coming up mid-October at the Delaware County Fairgrounds, as reported during the September 10, 2025 Trustee Meeting.

Financial Report

Mr. Johnson certified Fiscal Officer Davis provided financial reports for the township, and money is available to pay the bills. The current Cash Summary by Fund shows the following balances:

- General Fund	\$13,266,922.77
- Fire, Road, Special Funds	\$ 3,554,013.02
- Total All Funds	\$16,820,935.79

Mr. Garrett moved and Mr. Haney seconded to approve pending purchase orders, vouchers, and warrants # 122-131, 119065-119098, all totaling \$317,039.32. Vote: Haney-yes, Garrett-yes, Johnson-yes.

Zoning Department

Zoning Inspector Ric Irvine reported that little progress has been made on the zoning issue regarding a property on Section Line Road turned into the Assistant Prosecutor. A brick wall was constructed in the right of way by a homeowner 2-3 months ago. The Delaware County Engineer's Office, County Prosecutor's Office, and the Township Zoning Department are in agreement that this is not in compliance with the zoning code, but it is unclear whose responsibility it is to resolve the issue. Conversations will continue among the various parties.

Road, Cemetery, Park Departments

Road Supervisor Nathan Wilgus provided the following updates:

- The Bunty Station fiber optic situation has been resolved.
- REA for the Hill Cemetery easement has been submitted to Delaware County Project Engineer Doug Riedel.
- ODOT has awarded Concord Township a Safety Sign Grant in the amount of \$46,343.18. This grant money will be used to replace 411 existing street signs, including all curve signs, stop ahead signs, stop signs, chevrons, and other road signs in need of replacement.
- The International Truck is back in the shop again as it is using significant amounts of antifreeze.
- Quotes have been received to replace the baseball field fence and another is expected soon. The township would tear out the old fencing. After some discussion Trustee Johnson recommended putting the project on hold for now.
- The ditch issue on Duffy Road has been resolved.

Old Business

Trustee Johnson reported that he had a conversation with Mr. Chris Betts of the Delaware County Prosecutor's Office regarding a sidewalk policy for Scioto Reserve. Additional research will be conducted with the goal of establishing and communicating an official policy for homeowners.

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New Business

Trustee Haney reported that he has received paving estimates for the Township Building parking lots. For purposes of these estimates, the lots were divided into four areas. After discussion regarding the condition of each area, any necessary repairs and/or redesign, and timing to accommodate weather, Mr. Johnson moved and Mr. Garrett seconded to authorize expenditures of \$250,000 for the lot identified as Area 1 and \$149,000 for the lot identified as Area 2, through PaveConnect joint purchasing program, and to appoint Trustee Haney as the liaison to have this work completed. Vote: Haney-yes, Garrett-yes, Johnson-yes.

Trustee Haney reported than he and Legal Counsel Mr. Chris Rinehart will be meeting with the City of Columbus on Monday, October 6 to review comments on the 75% plans for the Fourth Water Treatment Plant. Residents have asked for better communication from the Township regarding the water plant. Various methods of improving communication were discussed.

Fire Department

Chief Todd Cooper provided the following updates:

- EMS Core Competencies training/testing will be conducted at the Fire Station during the week of September 28. All full time and some part time employees will participate with our Medical Director.
- The Open House and Fall Festival will be held at the Fire Station on Sunday, October 5. Signs are up and planning is going well.
- All Fire Department staff members have returned to work. Several have been on medical leave.
- It is anticipated that a new heart monitor will be needed in 2026 to replace an existing one that is nearing the end of its life span. Approximate cost will be \$55,000.
- There was discussion on response policies and mutual aid procedures.

Fiscal Officer Update

Fiscal Officer Jill Davis provided the following updates:

- The Township has received correspondence from the Delaware County Commissioners stating that the annexation of 0.709 acres of land from Concord Township to the Village of Shawnee Hills has been granted.
- As a matter of record, Lot 474 Grave 1 at Oller Cemetery has been sold. The deed was presented to the Trustees for signature.
- Information on tax revenue estimates for 2025 and projections for 2026 were provided from the County Auditor's office. Mr. Johnson moved and Mr. Haney seconded to adopt Resolution # 25-0924-1 Accepting the Amounts and Rates as Determined by the Budget Commission and Authorizing the necessary tax levies and Certifying them to the County Auditor for the fiscal year 2026. The township currently has 2.1mil inside millage, 1.4mil total road levies, and 7.4mil total fire levies. Vote: Haney-yes, Garrett-yes, Johnson-yes.
- Due to recently enacted state regulations Concord Township is required to establish a cybersecurity plan. The OTA (Ohio Township Association) has provided a draft policy to meet a September 30 filing requirement, with technical and training requirements to be implemented by June 2026. Mr. Johnson moved and Mr. Haney seconded to adopt Resolution # 25-0924-2 adopting the cybersecurity policy. Vote: Haney-yes, Garrett-yes, Johnson-yes.
- Columbia Gas has requested clarity on Right of Way application permitting requirements regarding new tap installs in light of neighboring townships having different requirements than Concord Township. Legal Counsel Mr. Chris Rinehart stated that if the road in question is a Township road, then a permit is required for new tap installs. He further stated that new builds and new taps are typically on private roads, not Township roads.

Executive Session

Mr. Johnson moved and Mr. Garrett seconded to enter into Executive Session per ORC 121.22(G)(3) to discuss the current litigation on the Chancel Gate ditch petition, and invited attorney Chris Rinehart to be part of the discussion. Upon roll call vote: Haney-yes, Garrett-yes, Johnson-yes.

The Trustees returned to Regular Session at 9:19 p.m.

Other Business

Mr. Johnson moved and Mr. Garrett seconded the Board of Trustees has agreed to enter into mediation as proposed by Delaware County, and to consolidate the two Chancel Gate ditch petition cases (township and residents). Vote: Haney-yes, Garrett-yes, Johnson-yes.

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Mr. Johnson moved and Mr. Garrett seconded to allow Trustee Jason Haney to provide comments back to the City of Columbus on the 75% plans for the Fourth Water Treatment Plant on behalf of the Board of Trustees. Vote: Haney-yes, Garrett-yes, Johnson-yes. The Township has received no official request to use our roadways for the water plant so do not agree to sign their plans, not granting consent to the project and/or plans in our roadways. It was noted the plans include four pages of specific sections for subdivisions and tree removals, i.e. the county (Delaware), city (Dublin), but no section for the township for any specifications and/or requirements.

Adjournment

Mr. Johnson moved and Mr. Garrett moved to adjourn. Vote: Haney-yes, Garrett-yes, Johnson-yes. Meeting adjourned at 9:30 p.m.

ATTEST

Jill Davis
Fiscal Officer, Jill Davis

BOARD OF TRUSTEES

Bart Johnson
Bart Johnson

Joe Garrett
Joe Garrett

Jason Haney
Jason Haney

Concord Township Trustee Meeting

September ²⁴10, 2025

Call to Order

Pledge of Allegiance

Roll Call

Approve Minutes

Public Input

Pay Bills

I would like to certify the fiscal officer has provided us with financial statements.

I need a motion to approve purchase orders, pending warrants and pay bills.

Zoning Inspector Report

Road/Park Department update

Ballfield and Park fencing Quotes/action

Old Business

Scioto Reserve sidewalks policy from the county

New Business

Paving estimates for township parking lots

Fire Chief

Fiscal Officer

Executive Session to discuss current litigation

Adjourn



Drive-Thru FLU CLINIC



MONDAY OCT 6 | 4:00-7:00PM



**DELAWARE PUBLIC HEALTH DISTRICT
470 S SANDUSKY ST DELAWARE, OH**

To schedule your spot, scan QR code or go to:
forms.delawarehealth.org/Forms/clinicpublic

USE CODE: CLINIC2025



(740) 204-2040



DelawareHealth.org

FIRST RESPONDER FLU CLINIC



FRIDAY
OCT 17
8am-10am

Genoa Township Fire Department
7049 Big Walnut Road Galena, OH

To schedule appointment:

Scan QR code and use code: *clinic2025*

Choose location: ***First Responder Flu Clinic***



FALL

2025

MOBILE CLINIC TOUR



MONDAY SEPT 8
10AM-12PM

Sunbury Town Square
51 E Cherry St, Sunbury

1:30PM-3:30PM

Center Green Park
7846 Center Green Dr, Westerville

SUNDAY SEPT 14
11AM-1PM

Delaware County Fairgrounds
236 Pennsylvania Ave, Delaware

MONDAY SEPT 15
4PM-7PM

Delaware County Fairgrounds
236 Pennsylvania Ave, Delaware

TUESDAY SEPT 16
11AM-4PM

Delaware County Fairgrounds
236 Pennsylvania Ave, Delaware

WEDNESDAY SEPT 17
4PM-7PM

Delaware County Fairgrounds
236 Pennsylvania Ave, Delaware

MONDAY SEPT 22
10AM-12PM

Powell Police Department
47 Hall St, Powell

MONDAY SEPT 29
10AM-12PM

Wornstaff Memorial Public Library
302 E High St, Ashley

1:30PM-3:30PM

Radnor Community Center
4061 OH-203, Radnor

MONDAY OCT 27
10AM-12PM

Powell Police Department
47 Hall St, Powell

MONDAY NOV 10
10AM-12PM

Sunbury Town Square
51 E Cherry St, Sunbury

1:30PM-3:30PM

Commonwealth Park
6460 Freeman Rd, Westerville

**Vaccinations, screenings,
cribs, and other health
resources!**

**No appointments required,
but are preferred!**

Scan QR code
to schedule an
appointment
online!



Questions?

(740) 203-2040
clinic@delawarehealth.org

DelawareHealth.org
/immunizations



Fund #	Fund Name	Fund Balance 1/1/2025	Fund Balance Adjustments	Revenue (excluding transfers and advances in)	Transfers In	Advances In	Total Fund & Adjustments & Revenue	Expenditures (excluding transfers and advances out)	Transfers Out	Advances Out	Fund Balance 12/31/2025	Non-Pooled Balance	Pooled Balance
1000	General	\$11,347,686.91	\$356.00	\$2,580,788.55	\$0.00	\$0.00	\$13,928,831.46	\$661,908.69	\$0.00	\$0.00	\$13,266,922.77	\$0.00	\$13,266,922.77
2011	Motor Vehicle License Tax	\$23,547.84	\$0.00	\$17,351.10	\$0.00	\$0.00	\$40,898.94	\$37,810.89	\$0.00	\$0.00	\$3,088.05	\$0.00	\$3,088.05
2021	Gasoline Tax	\$74,061.29	\$0.00	\$162,178.30	\$0.00	\$0.00	\$236,239.59	\$226,300.22	\$0.00	\$0.00	\$9,939.37	\$0.00	\$9,939.37
2031	Road and Bridge	\$421,811.46	\$0.00	\$555,842.97	\$0.00	\$0.00	\$977,654.43	\$399,364.09	\$0.00	\$0.00	\$578,290.34	\$0.00	\$578,290.34
2041	Cemetery	\$40,886.96	\$0.00	\$10,757.00	\$0.00	\$0.00	\$51,643.96	\$10,227.54	\$0.00	\$0.00	\$41,416.42	\$0.00	\$41,416.42
2111	Fire District	\$1,441,778.51	\$207.40	\$3,672,904.85	\$0.00	\$0.00	\$5,114,890.76	\$3,233,552.31	\$0.00	\$0.00	\$1,881,338.45	\$0.00	\$1,881,338.45
2231	Permissive Motor Vehicle License Tax	\$21,362.83	\$0.00	\$33,464.62	\$0.00	\$0.00	\$54,827.45	\$47,616.00	\$0.00	\$0.00	\$7,211.45	\$0.00	\$7,211.45
2272	Coronavirus Relief Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2273	American Rescue Plan Act (ARP)	\$1,000,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000,000.00	\$0.00	\$0.00	\$0.00	\$1,000,000.00	\$0.00	\$1,000,000.00
2901	OneOhio Opioid Settlement Fund	\$10,046.53	\$0.00	\$4,162.91	\$0.00	\$0.00	\$14,209.44	\$2,024.00	\$0.00	\$0.00	\$12,185.44	\$0.00	\$12,185.44
4901	TIF Dublin Strg Pub Infrast Improv	\$10,313.68	\$0.00	\$10,229.82	\$0.00	\$0.00	\$20,543.50	\$0.00	\$0.00	\$0.00	\$20,543.50	\$0.00	\$20,543.50
4902	TIF Painter Farm Incentive District 1	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Report Total:		\$14,391,496.01	\$563.40	\$7,047,680.12	\$0.00	\$0.00	\$21,439,739.53	\$4,618,803.74	\$0.00	\$0.00	\$16,820,935.79	\$0.00	\$16,820,935.79

Last reconciled to bank: 08/31/2025 – Total other adjusting factors: \$235.15

Payment Listing

9/11/2025 to 9/24/2025

UAN v2025.2

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
122-2025	09/11/2025	09/16/2025	CH	PNC BANK	\$2,137.50	O
	Purpose:	ROAD DEPT ASPHALT SUPPLIES				
123-2025	09/22/2025	09/22/2025	CH	CBIZ BENEFITS	\$1,469.06	O
	Purpose:	HRA INSUR CLAIM PLAN				
124-2025	09/22/2025	09/22/2025	CH	HR BUTLER, LLC	\$103,198.45	O
	Purpose:	PAYROLL PROCESSING FEES				
125-2025	09/22/2025	09/22/2025	CH	T. ROWE PRICE	\$4,160.00	O
	Purpose:	FIRE DEPT 457 PLAN				
126-2025	09/22/2025	09/22/2025	CH	EQUITABLE	\$631.02	O
	Purpose:	GROUP TERM LIFE, AD&D, VISION INSUR				
127-2025	09/22/2025	09/22/2025	CH	CBIZ BENEFITS	\$176.96	O
	Purpose:	HRA INSUR CLAIM REIMB				
128-2025	09/22/2025	09/22/2025	CH	ANTHEM BCBS OH GROUP	\$48,892.29	O
	Purpose:	MEDICAL INSURANCE +MEWA QTR1				
129-2025	09/22/2025	09/22/2025	CH	DELTA DENTAL	\$3,701.43	O
	Purpose:	DENTAL INSURANCE PREMIUMS				
130-2025	09/24/2025	09/24/2025	CH	Ohio Public Employees Retirement System	\$13,944.73	O
	Purpose:	TWP PENSION CONTRIB AUG25				
131-2025	09/24/2025	09/24/2025	CH	Ohio Police & Fire Pension Fund	\$90,131.40	O
	Purpose:	FIRE DEPT PENSION CONTRIB AUG25				
119065	09/24/2025	09/24/2025	AW	MAR-ZANE, INC.	\$3,868.41	O
	Purpose:	ROAD DEPT ASPHALT - CULV, FDR, GRADPAT				
119066	09/24/2025	09/24/2025	AW	MAR-ZANE, INC.	\$3,546.27	O
	Purpose:	ROAD DEPT ASPHALT REPAIR MATERIAL				
119067	09/24/2025	09/24/2025	AW	TREASURER, STATE OF OHIO	\$250.00	O
	Purpose:	TWP ANNUAL BMV RECORDS REQ				
119068	09/24/2025	09/24/2025	AW	GOLDEN BEAR LOCK AND SAFE INC	\$715.50	O
	Purpose:	FIRE DEPT STATION LOCK REPAIR				
119069	09/24/2025	09/24/2025	AW	AMANDA PLUMBING	\$185.00	O
	Purpose:	ROAD DEPT DIAGNOSTIC VISIT MAINT BLDG WATER HEATER				
119070	09/24/2025	09/24/2025	AW	WORLY PLUMBING SUPPLY, INC	\$2,546.05	O
	Purpose:	ROAD DEPT HOT WATER HEATER				
119071	09/24/2025	09/24/2025	AW	SUTPHEN CORPORATION	\$65.67	O
	Purpose:	FIRE TRUCK REPAIR PARTS				
119072	09/24/2025	09/24/2025	AW	V3 COMPANIES LTD	\$9,574.46	O
	Purpose:	RIGHT-OF-WAY EXCAV ENGIN REVIEWS				
119073	09/24/2025	09/24/2025	AW	KATE LEOPOLD	\$161.23	O
	Purpose:	ADMIN REIMB SMALL END TABLE, ZONING POSTAGE REIMBURSE				
119074	09/24/2025	09/24/2025	AW	ABLE SANITATION SERVICE, INC	\$1,789.00	O
	Purpose:	FIRE DEPT HOLD TANK PUMP FEES				
119075	09/24/2025	09/24/2025	AW	PAPER CITY FIRE PROTECTION LLC	\$305.66	O
	Purpose:	ADMIN KERI/DOORS.NET DATABASE CONVERSION				
119076	09/24/2025	09/24/2025	AW	BOUND TREE MEDICAL, LLC	\$1,677.19	O
	Purpose:	FIRE DEPT EMS DRUG SUPPLIES				
119077	09/24/2025	09/24/2025	AW	LOGAN FIELDS	\$144.98	O
	Purpose:	ROAD DEPT BOOT ALLOWANCE REIMBURSE				
119078	09/24/2025	09/24/2025	AW	KLEEM, INC.	\$623.50	O
	Purpose:	ROAD DEPT SIGNS SUPPLY				
119079	09/24/2025	09/24/2025	AW	ADVANCED DRAINAGE SYSTEMS, INC.	\$3,059.40	O
	Purpose:	ROAD DEPT CULVERT PIPE REPLACEMENT LV				
119080	09/24/2025	09/24/2025	AW	OHIOHEALTH EMERGENCY MEDICAL SER'	\$647.50	O
	Purpose:	FIRE DEPT EMS MEDICAL DIRECTOR 25-26				
119081	09/24/2025	09/24/2025	AW	PHILLIPS OIL CO	\$750.25	O
	Purpose:	ROAD DEPT GRADER PATCH TACK MATERIAL				
119082	09/24/2025	09/24/2025	AW	SITEONE LANDSCAPE SUPPLY LLC	\$170.63	O
	Purpose:	PARK FEATHERWEIGHT HOSE				
119083	09/24/2025	09/24/2025	AW	PAUL PETERSON COMPANY	\$1,771.60	O
	Purpose:	ROAD DEPT NO PARKING SIGN POSTS				
119084	09/24/2025	09/24/2025	AW	HILLIARD LAWN & GARDEN, LLC	\$538.42	O
	Purpose:	PARK EXMARK MOWER BELTS/SVC				
119085	09/24/2025	09/24/2025	AW	MIATI EMBROIDERY	\$901.00	O
	Purpose:	FIRE DEPT CLOTHING ALLOWANCE				

Payment Listing

9/11/2025 to 9/24/2025

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
119086	09/24/2025	09/24/2025	AW	COCOP DISTRIBUTION SERVICES LLC	\$301.00	O
	Purpose:	FIRE DEPT EMS DRUG SUPPLIES				
119087	09/24/2025	09/24/2025	AW	THIS & THAT PROMO	\$1,591.51	O
	Purpose:	FIRE DEPT PREVENTION SUPPLIES				
119088	09/24/2025	09/24/2025	AW	TAYLOR TIRE COMPANY, LTD.	\$791.60	O
	Purpose:	FIRE DEPT M342 OIL PAN/COOLANT REPAIRS				
119089	09/24/2025	09/24/2025	AW	CHARTER COMMUNICATIONS	\$252.62	O
	Purpose:	UTILITIES - ADMIN				
119090	09/24/2025	09/24/2025	AW	OHIO EDISON	\$2,628.74	O
	Purpose:	UTILITIES - FIRE DEPT				
119091	09/24/2025	09/24/2025	AW	DEL-CO WATER CO INC	\$266.00	O
	Purpose:	UTILITIES - PARK				
119092	09/24/2025	09/24/2025	AW	MADISON ENERGY COOP ASSOC INC	\$22.56	O
	Purpose:	UTILITIES - ROAD				
119093	09/24/2025	09/24/2025	AW	VERIZON WIRELESS	\$441.24	O
	Purpose:	UTILITIES - FIRE DEPT				
119094	09/24/2025	09/24/2025	AW	PAULS EXTERMINATING	\$475.00	O
	Purpose:	FIRE DEPT BIANNUAL EXTERMINATION				
119095	09/24/2025	09/24/2025	AW	FASTSIGNS	\$59.47	O
	Purpose:	FALL FEST SIGN SUPPLY				
119096	09/24/2025	09/24/2025	AW	BEEM'S BP DIST INC	\$6,097.55	O
	Purpose:	FIRE & ROAD DEPTS FUEL SUPPLY				
119097	09/24/2025	09/24/2025	AW	SHELLY MATERIALS, INC	\$2,327.47	O
	Purpose:	ROAD DEPT CULVERT REPLACE MATERIAL, ROAD DEPT CULVERT DUMP FEES, ROAD DEPT CULVERT MATERIAL				
119098	09/24/2025	09/24/2025	AW	GANGA ARRA	\$50.00	O
	Purpose:	TWP BLDG RENTAL REFUND				
Total Payments:					\$317,039.32	
Total Conversion Vouchers:					\$0.00	
Total Less Conversion Vouchers:					\$317,039.32	

Type: AM - Accounting Manual Warrant, AW - Accounting Warrant, IM - Investment Manual Warrant, IW - Investment Warrant, PM - Payroll Manual Warrant, PR - Payroll Warrant, RW - Reduction of Receipt Warrant, SW - Skipped Warrant, WH - Withholding Warrant, WM - Withholding Manual, WS - Special Warrant, CH - Electronic Payment Advice, IL - Investment Loss, EP - Payroll EFT Voucher, CV - Payroll Conversion Voucher, SV - Payroll Special Voucher, EW - Withholding Voucher, POS ADJ - Positive Adjustment, NEG ADJ - Negative Adjustment, POS REAL - Positive Reallocation, NEG REAL - Negative Reallocation

Status: O - Outstanding, C - Cleared, V - Voided, B - Batch

* Asterisked amounts are not included in report totals. These transactions occurred outside the reported date range but are listed for reference.

RESOLUTION ACCEPTING THE AMOUNTS AND RATES AS DETERMINED BY THE BUDGET COMMISSION AND
AUTHORIZING THE NECESSARY TAX LEVIES AND CERTIFYING THEM TO THE COUNTY AUDITOR



The Board of Trustees of Concord Township, Delaware County, Ohio, met in regular session on the 24th day of September, 2025, at the Concord Township Administrative Building with the following members present:

Bart Johnson
Joe Garrett
Jason Haney
Mr. Johnson

moved the adoption of the following Resolution:

RESOLVED, By the Board of Trustees of Concord Township, Delaware County, Ohio, in accordance with the provisions of law has previously adopted a Tax Budget for the next succeeding fiscal year commencing January 1, 2026; and

WHEREAS, The Budget Commission of Delaware County, Ohio has certified its action thereon to this Board together with an estimate by the County Auditor of the rate of each tax necessary to be levied by this Board, and what part thereof is without, and what part within, the ten mill tax limitation;

Therefore, be it RESOLVED, By the Board of Trustees of Concord Township, Delaware County, Ohio, that the amounts and rates, as determined by the Budget Commission in its certification, be and the same are hereby accepted; and

Be it further RESOLVED, That there be and is hereby levied on the tax duplicate of said Township the rate of each tax necessary to be levied within and without the ten mill limitation as follows:

[SCHEDULE A - Attached]

SCHEDULE B – LEVIES OUTSIDE 10 MILL LIMITATION, EXCLUSIVE OF DEBT LEVIES

Special Levy Funds:	Maximum Rate Authorized to be Levied
Road Fund Levy authorized by voters on November 8, 2022, not to exceed five (5) years.	1.0
Road Fund Levy authorized by voters on November 7, 2023, not to exceed five (5) years.	0.4
Fire Fund Levy authorized by voters on November 5, 2024, not to exceed five (5) years.	2.9
Fire Fund Levy authorized by voters on November 5, 2002, not to exceed a continuing number of years.	4.50

And be it further RESOLVED, That the Fiscal Officer of this Board be and is hereby directed to certify a copy of this Resolution to the County Auditor of said County.

Mr. Garrett seconded the Resolution and the roll being called upon its adoption the vote resulted as follows:

[Signature] yes
[Signature] yes
[Signature] yes

Adopted the 24th day of September, 2025

Joe M. Davis
Fiscal Officer of the Board of Township Trustees of
Concord Township, Delaware County, Ohio

SCHEDULE A

SUMMARY OF AMOUNTS REQUIRED FROM GENERAL PROPERTY TAX APPROVED BY BUDGET
COMMISSION AND COUNTY AUDITOR'S ESTIMATED TAX RATES

Concord Township Calendar Year 2026 FUND	Amount Approved by Budget Commission Inside 10 M. Limitation	Amount to Be Derived from levies Outside 10 M. Limitation	County Auditor's Estimate of Tax Rate to be Levied	
			Inside 10 M. Limit	Outside 10 M. Limit
General Fund	\$1,993,231		2.10	
Road and Bridge Fund				
Cemetery Fund				
Fire & EMS Fund		\$3,457,295		7.40
Police District Fund				
Fire District Fund				
Road Improvement Fund		\$551,737		1.40
Park Levy Fund				
Fire & Police Fund				
General Bond Retirement Fund				
Police & EMS Fund				
Fire Equipment Fund				
Drug Law Enforcement Fund				
Permissive Motor Vehicle License Tax				
Permissive Sales Tax Fund				
Federal Law Enforcement Fund				
Permanent Improvement Fund				
Agency Funds				
Ambulance & Emergency Medical				
Sinking Fund				
TOTAL	\$1,993,231	\$4,009,031	2.10	8.80

RESOLUTION 2025- 0924-2

RESOLUTION ADOPTING A CYBERSECURITY POLICY

Mr. Johnson moved the adoption of the following Resolution:

WHEREAS, the State of Ohio has implemented Ohio Revised Code §9.64, enacted in HB 96 (136th G.A.), requiring all local governments and jurisdictions to establish a cybersecurity policy by September 30, 2025; and

WHEREAS, the purpose of this requirement is to strengthen protections of public data, information systems, and technology resources from cybersecurity threats and risks; and

WHEREAS, Concord Township recognizes the importance of safeguarding sensitive and confidential information entrusted to Concord Township; and

WHEREAS, a draft Cybersecurity Policy has been prepared and reviewed by staff and is recommended for adoption as a framework for compliance with Ohio Revised Code §9.64 and HB 96; and

WHEREAS, the policy provides guidance on access control, system security, data protection, incident response, training, and vendor management, while requiring consultation with IT professionals and legal counsel for implementation and customization;

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Concord Township, Delaware County, Ohio, that:

1. The attached Cybersecurity Policy is hereby adopted as the official policy of Concord Township.
2. This policy shall take effect immediately, with adoption required by September 30, 2025, and implementation of technical and training requirements no later than June 30, 2026, as provided by the Ohio Auditor of State.
3. The Board of Trustees shall distribute the adopted policy to all township departments, employees, and relevant contractors, and to ensure compliance in partnership with IT providers and legal counsel.
4. This resolution shall be in full force and effect upon its passage and adoption by the Concord Township Board of Trustees.

Mr. Haney second the motion.

Vote: Haney - Yes, Garrett - Yes, Johnson - Yes

Adopted the 24th day of September, 2025.

Attest:

Jill M. Davis
Jill M. Davis, Fiscal Officer

Board of Trustees:

Barb Johnson

Jim Smith

Concord Township, Delaware County, Ohio

[Signature]

Concord Township, Delaware County
Cybersecurity Policy

1. Purpose

The purpose of this policy is to establish a framework for protecting the confidentiality, integrity, and availability of Concord Township's information systems, data, and technology resources in compliance with R.C. §9.64 cybersecurity requirements.

2. Scope

This policy applies to all elected officials, employees, contractors, vendors, and third parties who access or manage Concord Township's technology resources, including but not limited to:

- ☐ Computers, servers, and mobile devices
- ☐ Cloud services and hosted applications
- ☐ Networks and telecommunications systems
- ☐ Sensitive or confidential data (e.g., PII, financial, law enforcement, health-related, or other protected records)

3. Policy Statement

Concord Township is committed to safeguarding its information systems against cybersecurity threats and ensuring compliance with R.C. §9.64 by:

- ☐ Establishing baseline cybersecurity practices.
- ☐ Providing ongoing cybersecurity awareness training.
- ☐ Preparing for detection, response, and recovery from incidents.
- ☐ Reviewing and updating cybersecurity policies annually.

4. Roles and Responsibilities

- ☐ Board of Trustees: Approves cybersecurity policy and ensures resources are allocated.
- ☐ Administrator/Manager: Oversees policy implementation, coordinates with IT providers and legal counsel.

☐ IT Provider (Internal or Vendor): Implements technical safeguards, monitors for threats, and reports incidents.

☐ Employees/Users: Follow cybersecurity protocols, complete training, and report suspicious activity.

5. Cybersecurity Controls

5.1 Access Control

☐ Require unique user IDs and strong passwords.

☐ Enforce multi-factor authentication (MFA) for remote or administrative access.

☐ Limit access to sensitive data on a “least privilege” basis.

5.2 Network and System Security

☐ Maintain up-to-date firewalls, antivirus, and intrusion detection/prevention.

☐ Apply software patches and updates within 30 days of release.

☐ Segregate critical systems from public networks when possible.

5.3 Data Protection

☐ Encrypt sensitive data at rest and in transit.

☐ Regularly back up critical data and test restoration procedures.

☐ Retain records according to Ohio records retention schedules.

5.4 Incident Response

☐ Designate an Incident Response Lead.

☐ Establish procedures for detecting, reporting, and escalating incidents.

☐ In the event of a cybersecurity incident, notify the following parties in the manner listed:

(1) The executive director of the division of homeland security within the department of public safety, in a manner prescribed by the executive director, as soon as possible but not later than seven days after the political subdivision discovers the incident;

(2) The Auditor of State, in a manner prescribed by the Auditor of State, as soon as possible but not later than thirty days after the political subdivision discovers the incident.

(3) Any other parties as required by law.

☐ Conduct a post-incident review and update policies as needed.

- ☐ Establish procedures for the repair and subsequent maintenance of infrastructure after a cybersecurity incident.

5.5 Training and Awareness

- ☐ Require all employees to complete cybersecurity awareness training annually.
- ☐ Provide role-specific training for IT administrators and staff handling sensitive data.

5.6 Vendor and Third-Party Management

- ☐ Require vendors to comply with Concord Township's cybersecurity standards.
- ☐ Maintain contracts with cybersecurity clauses and breach notification requirements.

6. Compliance and Review

- ☐ This policy will be reviewed annually and updated to reflect changes in technology, law, and organizational needs.
- ☐ Departments and third-party IT providers must submit evidence of compliance to the Administrator/Manager annually.

7. Enforcement

Violations of this policy may result in disciplinary action up to and including termination of employment or contract, as well as potential civil and criminal penalties in accordance with applicable law.

8. Effective Date

This policy takes effect on September 30, 2025, to meet R.C. §9.64 requirements. Implementation of technical and training requirements must be completed no later than June 30, 2026.

Cybersecurity Policy Executive Summary

Why This Policy Matters

Ohio Revised Code Section 9.64, enacted through HB 96, requires every jurisdiction to have a cybersecurity policy in place by September 30, 2025, with full implementation by June 30, 2026. This policy helps protect our community's data, technology, and public services from cyber threats.

Who Drafted the Policy

VC3 is the nation's largest IT firm dedicated to local government organizations, proudly serving over 1,200 counties, cities, towns, townships, and villages across the United States. In addition to providing full-service managed security solutions (MSSP) with certified security officers on staff, VC3 operates as a true 24/7/365 partner, with live in-house staff (never outsourced) ready to support clients at any hour, day or night. For more information, please visit <https://www.vc3.com> or contact Senior Account Executive Randy Allen 800-787-1160 ext. 8205.

Our Commitment

We are committed to:

- ☐ Protecting sensitive data (financial, personal, law enforcement, and health records).
- ☐ Training staff to recognize and prevent cyber risks.
- ☐ Responding quickly to cybersecurity incidents.
- ☐ Partnering with IT providers and vendors to keep systems secure.

Key Practices

- ☐ Strong Passwords & MFA: Everyone uses secure passwords; remote access requires extra login security.
- ☐ System Protection: Firewalls, antivirus software, and regular updates are required.
- ☐ Data Backup: Important files are backed up and can be restored if needed.
- ☐ Incident Response: A process is in place to report and respond to cybersecurity events.
- ☐ Annual Training: All employees receive cybersecurity awareness training.
- ☐ Vendor Oversight: Contractors and vendors must follow our cybersecurity standards.

Who is Responsible?

- ☐ Board of Trustees: Approves policy and provides oversight.
- ☐ Administrator/Manager: Ensures implementation and coordinates with IT.
- ☐ Employees: Follow safe practices and report suspicious activity.
- ☐ IT Provider: Maintains systems, applies security controls, and responds to incidents.

Timeline

- ☐ Policy Adoption Deadline: September 30, 2025
- ☐ Full Implementation Deadline: June 30, 2026