

CONCORD TOWNSHIP BOARD OF TRUSTEES

October 9, 2024

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Call to Order and Roll Call

The Concord Township Board of Trustees met in regular session on Wednesday, October 9, 2024 at the Concord Township Community Building, 6385 Home Road, Delaware, Ohio. Chairman Bart Johnson called the meeting to order at 7:15 p.m. following the rezoning hearing. The roll was called: Jason Haney-present, Joe Garrett-present, Bart Johnson-present.

Approval of Minutes

- Mr. Garrett moved and Mr. Haney seconded to approve the minutes of the September 25, 2024 meeting with corrections. Vote: Haney-yes, Garrett-yes, Johnson-yes.
- Mr. Haney moved and Mr. Johnson seconded to approve the minutes of the October 4, 2024 special meeting. Vote: Haney-yes, Garrett-yes, Johnson-yes.

Public Input

Greta Markowitz thanked the township for a well done event on Sunday. The Trustees thanked the Fiscal Officer, Fire Department, Road Department, Delaware JVS, and Mrs. McIntyre for their help organizing the Fall Fest and Open House. Thanks was also extended to City BBQ, Handels ice cream, community vendors, and the balloon guy for their support.

Financial Report

Mr. Johnson shared 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	\$11,391,617.40
Special Revenue Funds	<u>\$4,458,172.41</u>
Total All Funds	\$15,849,789.81

- Mr. Haney moved and Mr. Garrett seconded to approve pending vouchers, warrants and purchase orders #128-132, 118248-118295, excluding #118255, all totaling \$140,519.72. Vote: Haney-yes, Garrett-yes, Johnson-yes.
- Mr. Haney moved and Mr. Johnson seconded to approve payment of warrant #118255. Vote: Haney-yes, Garrett-abstain, Johnson-yes.
- Bank statement reconciliations for September 30, 2024 were reviewed.

Zoning Department

- Zoning Inspector Irvine reported 18 permits were issued since the last meeting.
- The Board of Zoning Appeals will hold a meeting on October 22 for an accessory building in front of a house on Duffy Road.
- The Board of Zoning Appeals approved a setback variance on Chancel Gate for an accessory building and an attached garage on Irish Hills at their last meeting.
- The Zoning Commission Board will meet on October 17 to vote on PRD amendment resolution.
- Rezoning for a soccer field on Owen Fraley will be held in November for mixed-use zoning.

Road/Park Department

- Road Supervisor Nathan Wilgus reported the guardrail on the corner of Klondike Road at US42 will be replaced by ODOT.
- Mr. Wilgus will be meeting with Chris at KORDA to discuss new maintenance facility plans. Mr. Johnson noted when he previously met with KORDA they were to include 4 heated bays, office/break room, restrooms/locker room, keep the current facility and mirror a new one on other side, also adding a tank containment area and additional security.
- More crack sealant will be needed this fall. Mr. Johnson moved and Mr. Haney seconded to approve purchase of crack sealant from DJL Material at a cost not to exceed \$8,000. Vote: Haney-yes, Garrett-yes, Johnson-yes.

Old Business

- A draft of the website reconfiguration was sent to the Trustees for review by E-Space.
- Purchase of a new podium was discussed. Mr. Johnson will order.
- Questions on a path grant submission through Delaware County Regional Planning Commission were sent to the Trustees. Mr. Haney will respond.
- Lifewise contacted the township about moving the concert time earlier on October 19 and

CONCORD TOWNSHIP BOARD OF TRUSTEES

October 9, 2024

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also placing a banner at the park. The Trustees approved the requests.

- The TIF letters mailed after last meeting were amended due to a couple typographical corrections. *Mr. Haney moved and Mr. Garrett seconded to re-issue the TIF notices to Buckeye Valley Local Schools and Delaware Area Career Center, and to appoint Chairman Johnson to sign the letters on behalf of the Board of Trustees. Vote: Haney-yes, Garrett-yes, Johnson-yes.*

New Business

- Due to ongoing leaks, the replacement of township building lobby carpeting and drywall was discussed. Trustee Garrett will get a quote for carpeting and Trustee Haney will look for a drywall contractor. Carpet cleaning for the rental hall will be scheduled.
- *Mr. Haney moved and Mr. Garrett seconded to approve up to \$1,000 for Concord Township branded items. Vote: Haney-yes, Garrett-yes, Johnson-no.* A township logo will be prepared.
- The Delaware County Township Association met about townships having shared-use agreements for equipment usage during emergencies. Mr. Garrett and Mr. Wilgus will continue discussions.

Fire Department

- Fire Chief Todd Cooper noted Shawnee Hills continues to collect the TIF through Orange Township. He also shared there are carpet squares in the electrical room for reference. All is going well at the fire department. Delivery of the new medic is still delayed.
- Chief Cooper had a meeting with the State Fire Marshal about inspection of the Riverside Drive treatment facility. Since the facility does not seek federal funding, and is all privately funded, it does not fall under inspection regulations. Attorney Rinehart added the facility is not registered in the State of Ohio, but will need state certified by law as of January 1, 2025.

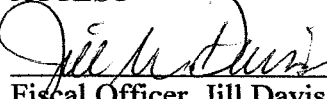
Fiscal Officer/Correspondence

- Posted roads were reviewed. Delay decision until October 23 meeting.
- Notice was received from Data Resolutions that the township server needs updated.
- Eversole Run (aka Freshwater) cemetery info was researched and given to Trustees. Discussion was held on creating an easement document for access to Hill Cemetery for maintenance.
- A new AED was ordered for the park per requirements of House Bill 47. Rules of the Bill are being reviewed.
- Title search documents from the old church near Lucy Depp were given to Chairman Johnson to forward to Delaware County Treasurer Rankey.
- Correspondence was received by the Trustees from the Lucy Depp Park Civic Association regarding the Lucy Depp (Holiday) Light Show. Mr. Garrett suggested the letter be forwarded to the township's Delaware County Assistant Prosecuting Attorney for advice on resident issues. The Light Show residents reached out and answered the questions in the letter but the Association did not respond.
- An ad for fiscal officer assistant has not been placed yet.
- The topic of a dedicated sewer line to the water treatment plant was discussed. The Trustees questioned the use of a public utility for dedicated use by a government facility. A letter of concern will be drafted.

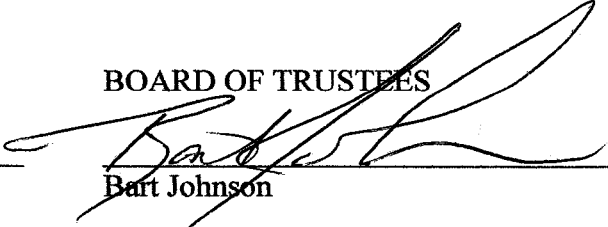
Adjournment

With no further business, *Mr. Johnson moved and Mr. Garrett seconded to adjourn. All unanimously in favor.*

ATTEST


Fiscal Officer, Jill Davis

BOARD OF TRUSTEES


Bart Johnson


Joe Garrett


Jason Haney

Concord Township Trustee Meeting

October 9, 2024

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 Department update

Old Business

Clarification of needs for proposed maintenance facility

Website update discussion of mockup

Podium question for Trustee Garrett

Delaware County Path Grant update

New Business

Fire Chief

Fiscal Officer

Part -time FO assistant, job posting

Adjourn

Fund #	Fund Name	Fund Balance 1/1/2024	Fund Balance Adjustments	Revenue (excluding transfers and advances in)	Total Fund & Adjustments			Expenditures (excluding transfers and advances out)	Transfers Out	Advances Out	Fund Balance 12/31/2024	Non-Pooled Balance	Pooled Balance
					Transfers In	Advances In	Adjustments & Revenue						
1000	General	\$9,966,656.96	\$43,222.14	\$2,616,169.24	\$0.00	\$0.00	\$12,626,048.34	\$734,430.94	\$500,000.00	\$0.00	\$11,391,617.40	\$0.00	\$11,391,617.40
2011	Motor Vehicle License Tax	\$19,386.69	\$0.00	\$16,746.70	\$0.00	\$0.00	\$36,133.39	\$13,216.68	\$0.00	\$0.00	\$22,916.71	\$0.00	\$22,916.71
2021	Gasoline Tax	\$90,192.85	\$0.00	\$160,276.11	\$0.00	\$0.00	\$250,468.96	\$207,909.46	\$0.00	\$0.00	\$42,559.50	\$0.00	\$42,559.50
2031	Road and Bridge	\$447,644.29	\$341.44	\$529,818.64	\$0.00	\$0.00	\$977,804.37	\$141,574.76	\$0.00	\$0.00	\$836,229.61	\$0.00	\$836,229.61
2041	Cemetery	\$29,272.75	\$0.00	\$23,091.00	\$0.00	\$0.00	\$52,363.75	\$9,386.01	\$0.00	\$0.00	\$42,977.74	\$0.00	\$42,977.74
2111	Fire District	\$1,026,781.91	\$633.00	\$3,593,140.55	\$500,000.00	\$0.00	\$5,120,555.46	\$2,775,352.79	\$0.00	\$0.00	\$2,345,202.67	\$0.00	\$2,345,202.67
2231	Permissive Motor Vehicle License Tax	\$88,672.13	\$0.00	\$33,841.36	\$0.00	\$0.00	\$122,513.49	\$94,409.95	\$0.00	\$0.00	\$28,103.54	\$0.00	\$28,103.54
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)	\$1,170,414.76	-\$43,023.24	\$0.00	\$0.00	\$0.00	\$1,127,391.52	\$7,489.19	\$0.00	\$0.00	\$1,119,902.33	\$0.00	\$1,119,902.33
2901	OneOhio Opioid Settlement Fund	\$1,832.39	\$0.00	\$9,273.29	\$0.00	\$0.00	\$11,105.68	\$1,139.05	\$0.00	\$0.00	\$9,966.63	\$0.00	\$9,966.63
4901	TIF Dublin Strg Pub Infrast Improv	\$0.00	\$0.00	\$10,313.68	\$0.00	\$0.00	\$10,313.68	\$0.00	\$0.00	\$0.00	\$10,313.68	\$0.00	\$10,313.68
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:		\$12,840,854.73	\$1,173.34	\$6,992,670.57	\$500,000.00	\$0.00	\$20,334,698.64	\$3,984,908.83	\$500,000.00	\$0.00	\$15,849,789.81	\$0.00	\$15,849,789.81

Last reconciled to bank: 09/30/2024 – Total other adjusting factors: \$0.00

Payment Listing

UAN v2024.2

9/26/2024 to 10/9/2024

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
128-2024	09/30/2024	10/02/2024	CH	PREMIER BANK	\$5.00	C
	Purpose:	BANK ACCT FEE				
129-2024	10/01/2024	10/04/2024	CH	CBIZ BENEFITS	\$2,444.65	O
	Purpose:	HRA PLAN CLAIM REIMB				
130-2024	10/04/2024	10/04/2024	CH	CBIZ BENEFITS	\$1,492.33	O
	Purpose:	HRA PLAN CLAIM REIMB				
131-2024	10/08/2024	10/08/2024	CH	T.ROWE PRICE	\$3,160.00	O
	Purpose:	FIRE DEPT 457 PLAN				
132-2024	10/08/2024	10/08/2024	CH	HR BUTLER, LLC	\$88,168.44	O
	Purpose:	PAYROLL PROCESSING FEES				
118042	06/26/2024	06/26/2024	AW	THE MEADOWS AT SCIOTO RESERVE	\$250.00 *	V
	Purpose:	TWP BLDG DEPOSIT RETURN				
118042	10/09/2024	10/09/2024	AW	THE MEADOWS AT SCIOTO RESERVE	-\$250.00	V
118248	10/09/2024	10/09/2024	AW	NORTH POINTE AUTO GROUP	\$3,185.05	O
	Purpose:	ROAD DEPT TRK350 UJOINT REPAIR				
118249	10/09/2024	10/09/2024	AW	SOUTHEASTERN EQUIPMENT CO., INC.	\$271.03	O
	Purpose:	ROAD DEPT CASE TR270 SVC PARTS, ROAD DEPT KNOB				
118250	10/09/2024	10/09/2024	AW	GINGWAY PRODUCTS INC.	\$74.69	O
	Purpose:	ROAD DEPT BERM BOX BRACKETS				
118251	10/09/2024	10/09/2024	AW	OHIGRO, INC	\$124.20	O
	Purpose:	PARK STRAW SUPPLY				
118252	10/09/2024	10/09/2024	AW	JILL DAVIS	\$103.30	O
	Purpose:	TWP FALL FEST SMORES SUPPLIES, TWP POSTAGE REIMB				
118253	10/09/2024	10/09/2024	AW	OHIO EDISON	\$1,865.15	O
	Purpose:	UTILITIES - PARK DEPT				
118254	10/09/2024	10/09/2024	AW	RINEHART LEGAL SERVICES, LTD.	\$5,460.00	O
	Purpose:	LEGAL COUNSEL DEVELOP RES,ASSESS,RECOM				
118255	10/09/2024	10/09/2024	AW	50+1 PUBLIC POLICY INITIATIVES	\$1,200.00	O
	Purpose:	TWP GRANT WRITING CONSULTANT				
118256	10/09/2024	10/09/2024	AW	NAPA AUTO PARTS	\$227.21	O
	Purpose:	ROAD DEPT REPAIR PARTS				
118257	10/09/2024	10/09/2024	AW	MUNICIPAL EMERGENCY SVCS DEPOSIT /	\$208.28	O
	Purpose:	FIRE DEPT COMPRESSOR SVC CALL				
118258	10/09/2024	10/09/2024	AW	AMANDA PLUMBING	\$1,150.00	O
	Purpose:	FIRE DEPT URINAL REPAIRS				
118259	10/09/2024	10/09/2024	AW	COLUMBIA GAS	\$270.33	O
	Purpose:	UTILITIES - FIRE DEPT				
118260	10/09/2024	10/09/2024	AW	CHARTER COMMUNICATIONS	\$142.65	O
	Purpose:	UTILITIES - FIRE DEPT				
118261	10/09/2024	10/09/2024	AW	ATLANTIC EMERGENCY SOLUTIONS	\$10,424.00	O
	Purpose:	FIRE DEPT FIRE HOSE				
118262	10/09/2024	10/09/2024	AW	BRANDON LAVY	\$130.00	O
	Purpose:	FIRE DEPT HELMET SHIELD JR				
118263	10/09/2024	10/09/2024	AW	BOUND TREE MEDICAL, LLC	\$1,645.38	O
	Purpose:	FIRE/EMS DRUG SUPPLIES, FIRE/EMS, FIRE/EMS				
118264	10/09/2024	10/09/2024	AW	O.E. MEYER CO.	\$255.35	O
	Purpose:	FIRE/EMS O2 GAS SUPPLY				
118265	10/09/2024	10/09/2024	AW	MATT MACKAN	\$100.00	O
	Purpose:	FIRE DEPT BOOT ALLOWANCE				
118266	10/09/2024	10/09/2024	AW	MIATI EMBROIDERY	\$2,587.45	O
	Purpose:	FIRE DEPT CLOTHING ALLOWANCE				
118267	10/09/2024	10/09/2024	AW	FASTSIGNS	\$44.46	O
	Purpose:	TOWNSHIP FALL FEST SUPPLIES				
118268	10/09/2024	10/09/2024	AW	STRYKER SALES CORP.	\$296.00	O
	Purpose:	FIRE DEPT SEAT BELT REPAIR				
118269	10/09/2024	10/09/2024	AW	THE WONDER WITHIN LLC	\$680.00	O
	Purpose:	FIRE DEPT YOGA WEEKLY PROGRAM				
118270	10/09/2024	10/09/2024	AW	3F FITNESS LLC	\$775.00	O
	Purpose:	FIRE DEPT WEEKLY FITNESS PROGRAM				
118271	10/09/2024	10/09/2024	AW	PORTA KLEEN	\$345.00	O
	Purpose:	PARK PORTABLE RESTROOMS				
118272	10/09/2024	10/09/2024	AW	EJ USA, INC.	\$1,110.32	O

Payment Listing

UAN v2024.2

9/26/2024 to 10/9/2024

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
	Purpose:	ROAD DEPT CURB INLET HOUSINGS				
118273	10/09/2024	10/09/2024	AW	KIMBALL MIDWEST	\$338.35	O
	Purpose:	ROAD DEPT PARTS SUPPLY				
118274	10/09/2024	10/09/2024	AW	R.L. PARSONS & SON	\$215.17	O
	Purpose:	ROAD DEPT BOOM MOWER REPAIR				
118275	10/09/2024	10/09/2024	AW	GORDON FLESCH CO., INC.	\$54.02	O
	Purpose:	ADMIN COPIER USAGE SEP-OCT				
118276	10/09/2024	10/09/2024	AW	VALTECH COMMUNICATIONS	\$180.01	O
	Purpose:	UTILITIES - ADMIN DEPT				
118277	10/09/2024	10/09/2024	AW	FYDA FREIGHTLINER COLUMBUS, INC.	\$417.40	O
	Purpose:	ROAD DEPT SVC FILTERS 347/349, ROAD DEPT INSP BK				
118278	10/09/2024	10/09/2024	AW	NATHAN WILGUS	\$100.00	O
	Purpose:	ROAD DEPT CELL PHONE REIMBURSE				
118279	10/09/2024	10/09/2024	AW	RIC IRVINE, ZONING INSPECTOR	\$50.00	O
	Purpose:	ZONING INSPECTOR CELL PHONE REIMB				
118280	10/09/2024	10/09/2024	AW	SHELLY MATERIALS, INC	\$4,378.51	O
	Purpose:	PARK PICKLEBALL PREP STONE				
118281	10/09/2024	10/09/2024	AW	PRICE FARMS ORGANICS, LTD.	\$208.00	O
	Purpose:	OLLER CEMY TOP SOIL SUPPLY				
118282	10/09/2024	10/09/2024	AW	INTERSTATE BILLING SERVICE, INC.	\$653.55	O
	Purpose:	ROAD DEPT TRK RPM WIRING REPAIR				
118283	10/09/2024	10/09/2024	AW	LOWE'S	\$533.50	O
	Purpose:	ROAD,PARK,FALL FEST REPAIR/PARTS				
118284	10/09/2024	10/09/2024	AW	VOSS BROTHERS SALES	\$166.56	O
	Purpose:	ROAD CHAINSAW/POWERWASH PARTS				
118285	10/09/2024	10/09/2024	AW	BROSIUS, JOHNSON & GRIGGS, LLC	\$90.00	O
	Purpose:	TWP LEGAL COUNSEL PERSONNEL+				
118286	10/09/2024	10/09/2024	AW	AIM MEDIA MIDWEST OPERATING LLC	\$200.00	O
	Purpose:	TWP LEGAL ADVERTISING				
118287	10/09/2024	10/09/2024	AW	FRONTIER	\$438.63	O
	Purpose:	UTILITIES - FIRE DEPT				
118288	10/09/2024	10/09/2024	AW	MADISON ENERGY COOP ASSOC INC	\$44.59	O
	Purpose:	UTILITIES - ROAD DEPT				
118289	10/09/2024	10/09/2024	AW	CHARTER COMMUNICATIONS	\$99.99	O
	Purpose:	UTILITIES - ADMIN DEPT				
118290	10/09/2024	10/09/2024	AW	THE MEADOWS AT SCIOTO RESERVE	\$250.00	O
	Purpose:	TWP BLDG DEPOSIT RETURN				
118291	10/09/2024	10/09/2024	AW	KNOX MARINE	\$381.80	O
	Purpose:	FIRE DEPT BOAT ENGINE MAINT				
118292	10/09/2024	10/09/2024	AW	BOWLING GREEN STATE UNIVERSITY	\$1,200.00	O
	Purpose:	FIRE OFFICER TRAINING RICE/HAUS				
118293	10/09/2024	10/09/2024	AW	LEXIPOL	\$1,909.50	O
	Purpose:	FIRE/EMS TRAINING PLATFORM				
118294	10/09/2024	10/09/2024	AW	COMMERCIAL PARTS & SERVICE COLS	\$764.87	O
	Purpose:	FIRE DEPT STOVE REPAIR				
118295	10/09/2024	10/09/2024	AW	TREASURER, STATE OF OHIO	\$150.00	O
	Purpose:	FIRE DEPT VOL FF DEP FUND DUES				
Total Payments:					\$140,519.72	
Total Conversion Vouchers:					\$0.00	
Total Less Conversion Vouchers:					\$140,519.72	

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.



House Bill 47

Automated External Defibrillator Requirements for Townships

Does your township own, maintain, and operate recreational facilities such as parks, playgrounds, playfields, gymnasiums, public baths, swimming pools, or indoor recreation centers? Does your township have a population of 5,000 or more?

If you answered yes to both questions, you will soon be required to place an automated external defibrillator (AED) in each of your "sports and recreation locations." HB 47, which passed the General Assembly in June, altered Ohio Revised Code §755.13 mandating schools and local governments include these life-saving devices. **This change takes effect October 24, 2024.**

New Requirements

1. Placement of AEDs:

A township with a population of 5,000 **must** place at least one AED in a centralized area at each recreational location under its control. **Townships may wish to collaborate with their local Fire/EMS and other community experts and partners to evaluate the best AED locations.**

2. Emergency Plan:

A township with a population of 5,000 **must** adopt an emergency plan specifically for the use of AEDs. This plan must be practiced at least once per quarter to ensure preparedness.

3. Staff Training:

A township with a population of 5,000 **must** train a sufficient number of staff persons of each sports and recreation location in the use of AEDs.

Definitions

"Sports and recreation location" means indoor recreation centers and facilities, gymnasiums, swimming pools, and playing fields that are designated, operated, and maintained for those uses as authorized by R.C. §§755.12-755.18.

"Automated external defibrillator" means mean the process of applying a specialized defibrillator to a person in cardiac arrest, allowing the defibrillator to interpret the cardiac rhythm, and, if appropriate, delivering an electrical shock to the heart to allow it to resume effective electrical activity.

Model Emergency Action Plan & Training

To assist with these new requirements, HB 47 requires the Ohio Department of Health (ODH) to develop a model emergency action plan for the use of AEDs. Townships can utilize this model plan, which must be practiced quarterly to ensure compliance. The model emergency plan and more information can be found at odh.ohio.gov.

Training for AED use can be obtained from several organizations, including:

- » Ohio Department of Public Safety (publicsafety.ohio.gov/home)
- » American Red Cross (redcross.org/take-a-class/aed/aed-training)
- » American Heart Association (cpr.heart.org/en/cpr-courses-and-kits/heart saver/heart saver-cpr-aed-training)

These organizations offer comprehensive training courses that will equip your staff with the necessary skills to operate AEDs effectively.

Procuring AEDs

There are several reputable companies that supply these life-saving devices, such as Phillips, Zoll, Defibtech, and Cardiac Science. Each of these companies provides a range of AED models suitable for various recreational settings, ensuring that your township can find devices that meet its specific needs. *(Please note that the OTA does not endorse any AED providers.)*

To help defray the costs of purchasing AEDs for your township, the OTARMA MORE grant may be used. For other possible grants or assistance, visit:

- » hopeysheart.org/aed-grant-program
- » grants.firehousesubs.com
- » fema.gov/grants/preparedness/firefighters

For any questions, contact OTA Director of Governmental Affairs, Kyle A. Brooks, at brooks@ohiotownships.org or 614-863-0045.