

RECORD OF PROCEEDINGS

Minutes of the **CONCORD TOWNSHIP BOARD OF TRUSTEES Meeting**

Held April 9, 2012

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The Concord Township Board of Trustees met in regular session on Monday, April 9, 2012 at the Concord Township Administrative Building. Chairman Koch called the meeting to order at 7:10 pm and welcomed all in attendance. The roll was called; in attendance were Trustees Karen Koch, Joe Garrett and Bart Johnson. The minutes from the previous meeting were presented. Trustee Garrett moved and Trustee Johnson seconded to approve the minutes with two corrections. Vote: Koch-yes, Garrett-yes, Johnson-yes.

Old Business

Trustee Johnson mentioned information was received from Kaffenbarger Equipment for a new dump truck. He also noted the sump pump needs put back under the administrative building for ground water, especially since there is no perimeter drain around the building. Zoning Inspector, Ric Irvine, said maybe a tile can be put in and daylighted to help the drainage.

Chairman Koch talked to Assistant Prosecuting Attorney, Chris Betts, about the township's zoning code. Mr. Betts strongly urges the present code be sent to him and the Delaware County Regional Planning Commission for review. There will not be enough time to review the entire code if it is submitted all at one time, therefore the Board needs to ask the Zoning Commission (ZC) to submit the code prior to being completely finished. Chairman Koch stated there is a diagram in the Ohio Revised Code which shows the timeline and path of submission for a zoning code. When the code is finished, the ZC submits it to county agencies, who have thirty days to review before public hearings begin. Discussion was held on zoning code amendments versus a new code, procedural differences, and if the code would need to go before the voters. Mr. Betts will be consulted.

New Business

Complaints of speeding have been reported to Operations Director, Todd Cooper, from Rutherford Road and Tartan Fields residents. Mr. Cooper asked the Board if a special duty officer should be hired from the County Sheriff's Department to monitor. It was noted Captain Vance is the Interim Delaware County Sheriff. Trustee Johnson asked that the township respond to complaints within a week. He feels it is a "gray area" if the township hires special deputies and spends that township money on speed enforcement. Trustee Garrett commented people are going to speed no matter what the township does. Because many of the township roads don't have walking paths due to being rural roads, kids cannot walk along those roads. In those cases, there is nothing the Board can do. Trustee Garrett will ask the Sheriff's Office, Liberty Township, and Orange Township if they have any suggestions.

Turfway Bend HOA board member, Steve Mitchell, inquired if the township could remove the grass islands from the road. The HOA board voted to remove them and they need the township's approval and assistance. Chairman Koch asked if our Road crew could do the project. Mr. Cooper noted the electric service and a light from the island would need relocated to the edge of the road. Trustee Johnson suggested Road Supervisor, Joe Holloway, look at the project, and maybe the township could do the labor, and Turfway HOA could pay for electrician and paving.

Mr. Cooper mentioned Jim Williamson will be starting his Eagle Scout planter project soon around the flagpole of the administrative building. Williamson is working with area landscaper, Doug Krueger, for the planter layout.

Repairs to the medic truck are almost complete, and it should be back next week.

Purchase orders for the Fire Department were presented for approval. Trustee Johnson moved and Trustee Garrett seconded to approve purchase of uniform replacements from Roy Tailors Uniforms in the amount of \$1,917.45. Vote: Koch-yes, Garrett-yes, Johnson-yes. Trustee Johnson moved and Trustee Garrett seconded to approve purchase of nine new mattresses from The Original Mattress Factory in the amount of \$2,781.00. Vote: Koch-yes, Garrett-yes, Johnson-yes. Trustee Garrett moved and Trustee Johnson seconded to approve purchase of a new David Clark headset for the fire truck from B&C Communications in the amount of \$5,804.00. Vote: Koch-yes, Garrett-yes, Johnson-yes.

Fire Chief, Todd Cooper, has completed 95% of the township fire department's five- and ten-year master plan forecast. His report detailed a history of annual carry-over funds, real estate tax decreases, cost-cutting and efficiencies, proposed capital equipment purchases, actual and estimated income and expenses for 2011-2021. The opening of a second department would coincide with an increase in development. Trustees Garrett and Johnson would like tight numbers so the plan is more accurate, with both high and low projections. Discussion was held about other area townships that do not manage their funds and have to levy their residents' taxes more than they already are. The Board does not want that here. The budget needs to cover incidentals and increased operational costs. The plan will become a working document that is always updating. Salary figures should include salaries, retirement contributions and worker's compensation. Health insurance could be a huge issue in the future. Trustee Johnson urged Chief Cooper to project income low and expenses high to be safe. He assumes the township will replace its current fire levy rather than renew, since the effective rate has gone down.

Fiscal Officer, Jill Davis, presented a fire department salary budgeting worksheet for Trustees to review. The worksheet shows current pension, pickup, and insurance benefits, and how the firefighter's take-home pay would be affected by five different salary changes. Trustee Johnson asked several firefighters in attendance about general industry trends and area mindsets about salaries and benefits.

The Township Annual Inventory dated January 2012 was presented to the Board.

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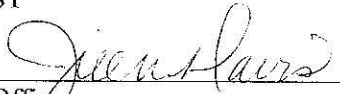
Discussion was held on the construction completion of the administrative building. Therefore, Trustee Garrett moved and Trustee Johnson seconded to approve closing of the Capital Fund. Vote: Koch-yes, Garrett-yes, Johnson-yes.

Correspondence was received from the Delaware County Health Department about area litter cleanups. Also received was the election ballot for the District 17 Integrating Committee (a seven county district that oversee project requests for Ohio Public Works Commission funding). Ballot nominees selected were Karen Barger of Licking County, Paul Wise of Delaware County, and Greg Butcher of Fairfield County.

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, Trustee Johnson moved and Trustee Koch seconded to approve pending purchase orders, blanket certificates, and warrants #1004-1010, 8597-8647, all totaling \$79,072.86. Vote: Koch-yes, Garrett-yes, Johnson-yes.

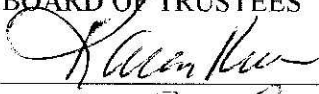
Chairman Koch thanked everyone for coming to the meeting. As there was no further business, Trustee Garrett moved and Trustee Johnson seconded to adjourn the meeting. Vote: Koch-yes, Garrett-yes, Johnson-yes. Meeting adjourned.

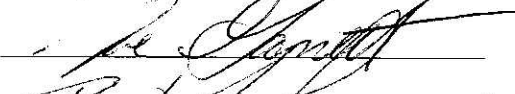
ATTEST




Fiscal Officer

BOARD OF TRUSTEES







PENDING WARRANT REPORT
Concord Township [2012]

Date: 04/09/12

Warrant Number	Warrant Amount	Voucher Number	Payee	Purpose
1004	70.57	V 1004	HR BUTLER, LLC	PAYROLL PROCESSING 3/30/12
1005	4329.21	V 1005	HR BUTLER, LLC	PAYROLL SALARIES 3/30/12
1006	1184.35	V 1006	HR BUTLER, LLC	PAYROLL TAXES WITHHELD 3/30/12
1007	197.99	V 1007	HR BUTLER, LLC	PAYROLL PROCESSING FEES 4/6/12
1008	3056.76	V 1008	HR BUTLER, LLC	PAYROLL AGENCY DEDUCTIONS
1009	46699.85	V 1009	HR BUTLER, LLC	PAYROLL SALARIES 4/6/12
1010	12898.52	V 1010	HR BUTLER, LLC	PAYROLL TAXES WITHHELD 4/6/12
8597	420.93	VW 8597	RESOURCES UNLIMITED	ROAD DEPT CLOTH SUPPLIES
8598	480.81	VW 8598	COLUMBIA GAS	FIRE DEPT GAS UTILITY
8599	186.67	VW 8599	FINLEY FIRE EQUIPMENT	FIRE DEPT GLOVES EQUIPMENT
8600	275.37	VW 8600	WARREN FIRE EQUIPMENT, INC.	FIRE DEPT GLOVES EQUIPMENT
8601	178.90	VW 8601	MILLER'S TEXTILE SERVICES	FIRE DEPT TEXTILE SUPPLIES
8602	175.22	VW 8602	OFFICE CITY	FIRE DEPT OFFICE TONER
8603	58.20	VW 8603	APPLIANCE PARTS CENTER	FIRE DEPT WP DRYER REPAIR
8604	75.00	VW 8604	TREASURER, STATE OF OHIO SFM/OFA	FIRE DEPT COURSE CHARGE/C.MAST
8605	40.00	VW 8605	MICAH WERLING	FIRE DEPT COURSE FEE REIMB
8606	250.00	VW 8606	BILL AREHART	FIRE DEPT CLOTHING ALLOWANCE
8607	250.00	VW 8607	BOB BARCUS	FIRE DEPT CLOTHING ALLOWANCE
8608	250.00	VW 8608	LANE BERLIN	FIRE DEPT CLOTHING ALLOWANCE
8609	250.00	VW 8609	KEITH ERNSBERGER	FIRE DEPT CLOTHING ALLOWANCE
8610	250.00	VW 8610	TYLER GRAY	FIRE DEPT CLOTHING ALLOWANCE
8611	250.00	VW 8611	JACK GUYTON	FIRE DEPT CLOTHING ALLOWANCE
8612	250.00	VW 8612	GABE HAFNER	FIRE DEPT CLOTHING ALLOWANCE
8613	250.00	VW 8613	JERRY HELD	FIRE DEPT CLOTHING ALLOWANCE
8614	250.00	VW 8614	GREG HUFF	FIRE DEPT CLOTHING ALLOWANCE
8615	250.00	VW 8615	JOE KELLY	FIRE DEPT CLOTHING ALLOWANCE
8616	250.00	VW 8616	DOUG KINDELL	FIRE DEPT CLOTHING ALLOWANCE
8617	250.00	VW 8617	CHAD MAST	FIRE DEPT CLOTHING ALLOWANCE
8618	250.00	VW 8618	JAMES REED	FIRE DEPT CLOTHING ALLOWANCE
8619	250.00	VW 8619	JESSE RICE	FIRE DEPT CLOTHING ALLOWANCE
8620	250.00	VW 8620	JEREMY SCHEELER	FIRE DEPT CLOTHING ALLOWANCE
8621	250.00	VW 8621	RHYAN SCHOLL	FIRE DEPT CLOTHING ALLOWANCE
8622	250.00	VW 8622	BEN THOMAS	FIRE DEPT CLOTHING ALLOWANCE
8623	250.00	VW 8623	MICAH WERLING	FIRE DEPT CLOTHING ALLOWANCE
8624	250.00	VW 8624	TODD COOPER	FIRE DEPT CLOTHING ALLOWANCE
8625	127.08	VW 8625	625 S WATT ST	TWP BLDG ALARM MONITORING JAN-MAR '12
8626	181.04	VW 8626	GRAPH X PRODUCTIONS	COPY ZONING CODE FOR TRUSTEES
8627	156.84	VW 8627	VALLEY NATIONAL GASES WV, INC	ROAD DEPT GAS CYLINDER SUPPLY
8628	328.26	VW 8628	ADVANCED DRAINAGE SYSTEMS, INC.	ROAD DEPT CULVERT MATERIAL
8629	86.96	VW 8629	DEPT. 30 - 1200144796	FIRE DEPT & TWP BLDG SUPPLIES
8630	205.00	VW 8630	NOLL-FISHER INC	TWP BLDG WIRING REPAIR
8631	674.77	VW 8631	LOWE'S COMPANIES, INC	FIRE AND ROAD DEPT SUPPLIES
8632	58.89	VW 8632	VALLEY NATIONAL GASES WV, INC	ROAD DEPT GAS CYLINDER SUPPLY
8633	129.77	VW 8633	THE HARDWARE EXCHANGE	ROAD & FIRE DEPT SUPPLIES
8634	43.58	VW 8634	OHIO COMMUNITY MEDIA, LLC	ADMIN SUPPLY - MTG ADVERTISE
8635	146.47	VW 8635	FRONTIER	TWP BLDG PHONE BILL
8636	78.80	VW 8636	NAPA AUTO & TRUCK PARTS	ROAD DEPT TOOL & REPAIR PARTS
8637	161.95	VW 8637	THE DELAWARE MOTIVE PARTS	ROAD DEPT TOOLS & REPAIR PARTS
8638	288.75	VW 8638	KLEEM, INC.	ROAD & PARK SIGNS
8639	55.20	VW 8639	OHIGRO, INC	PARK WEED CONTROL
8640	211.20	VW 8640	VALTECH COMMUNICATIONS	TWP BLDG PHONE BILL
8641	110.50	VW 8641	HD SUPPLY WATERWORKS, LTD	ROAD DEPT SHOP SUPPLY
8642	102.79	VW 8642	HILLIARD LAWN & GARDEN, LLC	ROAD DEPT MOWER PARTS
8643	688.00	VW 8643	BUCKEYE READY-MIX LLC	ROAD DEPT CULVERT REPLACE CONCRETE

Number	Amount	Number		
8644	38.31	VW 8644	GINGWAY PRODUCTS INC.	ROAD DEPT SPRAYER REPAIR
8645	22.56	VW 8645	CENTER CITY INTERNATIONAL TRUCKS INC.	ROAD DEPT TRUCK REPAIR PART
8646	72.79	VW 8646	WORLY CLUMBING SUPPLY, INC	PARK RESTROOM REPAIR KIT
8647	25.00	VW 8647	SWOP4G C/O CITY OF MIDDLETOWN PURCH.	ROAD SALT SWOP4G ANNUAL MEMBERSHIP

79072.86

Total Amount of Pending Warrants