

RECORD OF PROCEEDINGS

CONCORD TOWNSHIP BOARD OF TRUSTEES

Minutes of

Meeting

GOVERNMENT FORMS & SUPPLIES 644-224-3838 FORM NO. 101-48

April 14, 2021

Held _____ Page 1 of 20

Call to Order

The Concord Township Board of Trustees met in regular session on April 14, 2021 at 7:00 p.m. at the Concord Township Administrative Building, 6385 Home Road, Delaware, Ohio. Vice Chairman Garrett called the meeting to order and the roll was called. In attendance were Trustees Joe Garrett and Jason Haney. Other staff attending included Zoning Inspector Ric Irvine, Fiscal Officer Jill Davis, and Fire Chief Todd Cooper.

Due to COVID-19 social distancing restrictions, limited seating was provided, and public teleconference information was posted on the township's website.

The Pledge of Allegiance was led by Chief Cooper.

Financials

Vice Chairman Garrett certified Fiscal Officer Davis provided the current financial reports of the township, and there is money in the treasury to pay bills. The current Cash Summary by Fund report shows the following balances:

-General Fund	\$7,970,950.43
-Special Revenue Funds	\$3,552,056.36
-Total All Funds	\$11,523,006.79

Therefore, Mr. Haney moved and Mr. Garrett seconded to approve pending purchase orders, warrants, and vouchers #39-48, 115103-115146, all totaling \$130,785.96. Vote: Haney-yes, Garrett-yes. Bank statements from March were also reviewed.

Mr. Garrett moved and Mr. Haney seconded to approve the minutes from the previous meeting. Vote: Haney-yes, Garrett-yes.

Public Input

None.

Zoning Department

- Nineteen new permits were issued since the previous Board meeting.
- One Board of Zoning Appeals variance request is being processed.
- One nuisance letter was sent for debris at a Harriott Road property.

Road Department

- Mr. Garrett gave the Road Department report:
- The park dugouts were taken down by BYA over the weekend and the debris hauled away by the township.
 - Mowing and landscape cleanup at the park is happening this week.
 - The OPWC grant window is open for next year. The township will wait to file another year.
 - Doug Reidel from the County Engineer's office is planning to attend the next meeting with Request for Engineering results.

Old Business

- Another township may stop by to look at the Road Department truck for purchase.

New Business

- A ditch closure request was received from a resident at 10741 Edgewood Drive, Dublin. It is the homeowner's responsibility to maintain drainage through the ditch. A Request for Engineering may be needed.
- After discussion, Mr. Haney moved and Mr. Garrett seconded to re-open the township hall by May 1st. Vote: Haney-yes, Garrett-yes.

Fire Department

- Chief Todd Cooper reported the Volunteer Firefighter's Dependency Fund committee positions were appointed for 2021.

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April 14, 2021

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Held

Fiscal Officer / Other Business

- Township I.T. upgrades and systems monitoring were discussed. Mr. Haney moved and Mr. Garrett seconded to approve workstation monitoring in addition to the items approved at the previous meeting from Data Resolutions. Vote: Haney-yes, Garrett-yes.
- The 2020 Annual Report from Delaware County Regional Planning Commission was received. Data is available on their website.
- First quarter reports for open purchase orders and appropriation status were presented for review.
- No action yet on Mars Hill Baptist church nuisance cleanup.
- Albers & Albers will be considered in May for assistance with a possible residential TIF arrangement.
- The proposed commercial TIF for Dublin Storage was revised and returned back to the attorney for Buckeye Valley Schools for review. Once they approve, it will come back to the township.
- Workers' Compensation group renewal was presented from Sedgwick (formerly CareWorks). After discussion, Mr. Garrett moved and Mr. Haney seconded to approve the group rating program renewal through Sedgwick, sponsored by the Ohio Township Association, at a cost of \$2,825. Vote: Haney-yes, Garrett-yes.
- The health insurance renewal through Anthem is processing and will begin May 1, 2021.
- Correspondence was received from Vertical One, informing the township that they are leasing cell tower space to DISH network.

Adjournment

With no further business, Mr. Garrett moved and Mr. Haney seconded to adjourn. Vote: Haney-yes, Garrett-yes. Meeting adjourned 7:23 p.m.

ATTEST



Fiscal Officer, Jill Davis

BOARD OF TRUSTEES

Bart Johnson



Joe Garrett



Jason Haney

Concord Township Trustee Meeting

April 14, 2021

Call in (669) 224-3412
Access Code: 701-660-893

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

New Business

Request ditch closure at 10741 Edgewood Dr Dublin OH
Reopen the township hall to residents

Fire Chief

Fiscal Officer

IT plan/program final decision

Adjourn

Cash Summary by Fund

Year 2021

Fund #	Fund Name	Fund Balance 11/1/2021	Fund Adjustments	Revenue (excluding transfers and advances in)	Transfers In	Advances In	Total Fund & Adjustments & Revenue (excluding transfers and advances out)	Expenditures (excluding transfers and advances out)	Transfers Out	Advances Out	Fund Balance 12/31/2021	Non-Pooled Balance	Pooled Balance
1000	General	\$7,442,526.64	\$0.00	\$718,275.84	\$0.00	\$0.00	\$8,160,802.48	\$189,852.05	\$0.00	\$0.00	\$7,970,950.43	\$0.00	\$7,970,950.43
2011	Motor Vehicle License Tax	\$27,634.27	\$0.00	\$4,144.30	\$0.00	\$0.00	\$31,778.57	\$3,642.56	\$0.00	\$0.00	\$28,136.01	\$0.00	\$28,136.01
2021	Gasoline Tax	\$147,076.11	\$0.00	\$45,542.22	\$0.00	\$0.00	\$192,618.33	\$84,456.40	\$0.00	\$0.00	\$108,161.93	\$0.00	\$108,161.93
2031	Road and Bridge	\$1,085,164.07	\$0.00	\$229,052.04	\$0.00	\$0.00	\$1,314,216.11	\$16,173.00	\$0.00	\$0.00	\$1,298,043.11	\$0.00	\$1,298,043.11
2041	Cemetery	\$10,474.41	\$0.00	\$5,152.83	\$0.00	\$0.00	\$15,627.24	\$28.00	\$0.00	\$0.00	\$15,599.24	\$0.00	\$15,599.24
2111	Fire District	\$1,437,563.82	\$0.00	\$1,414,130.38	\$0.00	\$0.00	\$2,851,694.20	\$795,273.56	\$0.00	\$0.00	\$2,056,420.64	\$0.00	\$2,056,420.64
2231	Permissive Motor Vehicle License Tax	\$45,219.97	\$0.00	\$9,247.46	\$0.00	\$0.00	\$54,467.43	\$8,772.00	\$0.00	\$0.00	\$45,695.43	\$0.00	\$45,695.43
	Report Total:	\$10,195,659.29	\$0.00	\$2,425,545.07	\$0.00	\$0.00	\$12,621,204.36	\$1,098,197.57	\$0.00	\$0.00	\$11,523,006.79	\$0.00	\$11,523,006.79

Last reconciled to bank: 03/31/2021 – Total other adjusting factors: \$0.00

Payment Listing
3/25/2021 to 4/14/2021

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
115123	04/14/2021	04/14/2021	AW	COLTON LYBARGER	\$810.00	O
		Purpose: SPECIAL DUTY SHERIFF 15 SHIFTSMO, 100 OF 157.5 SHIFTS THRU 10/31/21				
115124	04/14/2021	04/14/2021	AW	JESSE RODRIGUEZ LIPPS	\$270.00	O
		Purpose: SPECIAL DUTY SHERIFF 15 SHIFTSMO, 100 OF 157.5 SHIFTS THRU 10/31/21				
115125	04/14/2021	04/14/2021	AW	TODD BARNHART	\$135.00	O
		Purpose: SPECIAL DUTY SHERIFF 15 SHIFTSMO, 100 OF 157.5 SHIFTS THRU 10/31/21				
115126	04/14/2021	04/14/2021	AW	MADISON ENERGY COOP ASSOC INC	\$440.87	O
		Purpose: ROAD DEPT GAS UTILITY				
115127	04/14/2021	04/14/2021	AW	SBH MEDICAL LTD	\$42.00	O
		Purpose: FIRE DEPT EMS DRUG SUPPLY				
115128	04/14/2021	04/14/2021	AW	MIATI EMBROIDERY	\$530.99	O
		Purpose: FIRE DEPT SHIRTS/PANTS/EMBROID				
115129	04/14/2021	04/14/2021	AW	3F FITNESS LLC	\$1,080.00	O
		Purpose: FIRE DEPT FITNESS TRAINING & YOGA				
115130	04/14/2021	04/14/2021	AW	COLUMBIA GAS	\$537.25	O
		Purpose: UTILITIES - FIRE DEPT				
115131	04/14/2021	04/14/2021	AW	BOUND TREE MEDICAL, LLC	\$1,529.72	O
		Purpose: FIRE DEPT/EMS DRUG SUPPLIES				
115132	04/14/2021	04/14/2021	AW	O.E. MEYER CO.	\$113.32	O
		Purpose: FIRE DEPT GAS CYLINDERS				
115133	04/14/2021	04/14/2021	AW	GERMAIN FORD	\$153.21	O
		Purpose: FIRE DEPT M341 OIL CHG MAINT				
115134	04/14/2021	04/14/2021	AW	MOUNT CARMEL OCCUPATIONAL HEALTH	\$325.00	O
		Purpose: FIRE DEPT FULL-TIME PHYSICAL KM				
115135	04/14/2021	04/14/2021	AW	TIME WARNER CABLE	\$137.65	O
		Purpose: UTILITIES - FIRE DEPT				
115136	04/14/2021	04/14/2021	AW	PARR PUBLIC SAFETY EQUIPMENT	\$1,387.20	O
		Purpose: FIRE DEPT GRASS TRUCK ADD'L LIGHTS				
115137	04/14/2021	04/14/2021	AW	GALLS, LLC - DBA ROY TAILORS UNIFORM	\$132.97	O
		Purpose: FIRE DEPT SHIRTS				
115138	04/14/2021	04/14/2021	AW	THE DEXTER COMPANY	\$289.54	O
		Purpose: ROAD DEPT REPAIR PARTS				
115139	04/14/2021	04/14/2021	AW	MUNICIPAL EMERGENCY SVCS DEPOSIT /	\$169.82	O
		Purpose: FIRE DEPT CHEST STRAPS				
115140	04/14/2021	04/14/2021	AW	BUCKEYE POWER SALES	\$1,430.00	O
		Purpose: FIRE DEPT GENERATOR MAINT				
115141	04/14/2021	04/14/2021	AW	NATIONAL INSTITUTE FOR PUBLIC SAFET	\$960.00	O
		Purpose: FIRE DEPT MAPPING ANNL SUBSCR				
115142	04/14/2021	04/14/2021	AW	SILCO FIRE & SECURITY	\$1,202.50	O
		Purpose: FIRE DEPT ALARM/SPRINK/BF INSPECT, FIRE DEPT KITCHEN INSPECT, ADMIN BLDG BACKFLOW TEST, ROAD DEPT BACKFLOW TEST				
115143	04/14/2021	04/14/2021	AW	EMERGENCY PLUMBING SERVICE, LLC	\$972.00	O
		Purpose: PARK EMERG RESTROOM LEAKS				
115144	04/14/2021	04/14/2021	AW	PRICE FARMS ORGANICS, LTD.	\$28.00	O
		Purpose: PARK DUMP FEES				
115145	04/14/2021	04/14/2021	AW	SITEONE LANDSCAPE SUPPLY LLC	\$318.59	O
		Purpose: PARK/BLDG GRASS FILL-IN				
115146	04/14/2021	04/14/2021	AW	SHELLY MATERIALS, INC	\$1,616.84	O
		Purpose: PARK DUMP FEE, ROAD BERM 411s, PARK 4s & ROAD BERM 411s				
Total Payments:					\$130,785.96	
Total Conversion Vouchers:					\$0.00	
Total Less Conversion Vouchers:					\$130,785.96	

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.

Payment Listing
3/25/2021 to 4/14/2021

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
39-2021	03/31/2021	04/06/2021	CH	HR BUTLER, LLC	\$72.63	C
	Purpose: PAYROLL PROCESSING FEES 2020					
40-2021	03/31/2021	04/06/2021	CH	HR BUTLER, LLC	\$17,671.35	C
	Purpose: FIRE DEPT FINAL PAYOUT					
41-2021	04/02/2021	04/06/2021	CH	CBIZ BENEFITS	\$2,423.50	O
	Purpose: HA CLAIM REIMB THRU 4/2/21					
42-2021	04/01/2021	04/12/2021	CH	PNC BANK	\$101.00	O
	Purpose: PNC FEES: STOP PMT,REMOTE DEP, SWEEP					
43-2021	04/12/2021	04/12/2021	CH	CBIZ BENEFITS	\$9,935.17	O
	Purpose: HRA INSUR CLAIM REIMBURSE PLAN					
44-2021	04/09/2021	04/12/2021	CH	HR BUTLER, LLC	\$254.38	O
	Purpose: PAYROLL PROCESSING FEES 2020					
45-2021	04/09/2021	04/12/2021	CH	HR BUTLER, LLC	\$3,399.33	O
	Purpose: FIRE DEPT HOUSE FUND 4/9, FIRE DEPT UNION DUES, OHIO DEFER COMP 457, SECURITY BENEFIT 457, AFLAC INSUR, POLICE & FIREMAN'S INSUR					
46-2021	04/09/2021	04/12/2021	CH	HR BUTLER, LLC	\$70,238.55	O
	Purpose: PAYROLL 4/9/21					
47-2021	04/09/2021	04/12/2021	CH	HR BUTLER, LLC	\$465.04	O
	Purpose: PAYROLL 4/9/21 CP.					
48-2021	04/14/2021	04/14/2021	CH	PNC BANK	\$1,230.24	O
	Purpose: FIRE DEPT INSPECTION BOOK, FIRE DEPT STATION SUPPLIES, FIRE DEPT BLUE CARDS CPR, FIRE DEPT EXTINGUISHERS, FIRE DEPT DYSON REPAIR PARTS, ADMIN ARCHIVES SEMINAR, TWP BLDG SUPPLIES, ROAD DEPT TRUCK348 REPAIRS					
115103	04/14/2021	04/14/2021	AW	OHIOHEALTH EMERGENCY MEDICAL SER'	\$647.50	O
	Purpose: FIRE DEPT EMS MED DIR. 20-21					
115104	04/14/2021	04/14/2021	AW	THE HARDWARE EXCHANGE	\$115.31	O
	Purpose: FIRE/ROAD REPAIR & MAINT PARTS					
115105	04/14/2021	04/14/2021	AW	TIME WARNER CABLE	\$99.99	O
	Purpose: UTILITIES - ADMIN DEPT					
115106	04/14/2021	04/14/2021	AW	FRONTIER	\$320.18	O
	Purpose: UTILITIES - FIRE DEPT					
115107	04/14/2021	04/14/2021	AW	BROSIOUS, JOHNSON & GRIGGS, LLC	\$45.00	O
	Purpose: TWP LEGAL COUNSEL/PERSONNEL+					
115108	04/14/2021	04/14/2021	AW	TREASURER, STATE OF OHIO	\$100.00	O
	Purpose: ADMIN CO-OP PURCHASING RENEW					
115109	04/14/2021	04/14/2021	AW	PORTA KLEEN	\$113.50	O
	Purpose: PARK PORTABLE RESTROOM MAR21					
115110	04/14/2021	04/14/2021	AW	FORTE HOLDINGS	\$1,800.00	O
	Purpose: FIRE DEPT SOFTWARE ANNUAL SUBSCRIPTION					
115111	04/14/2021	04/14/2021	AW	WASHINGTONS HARDWARE AND AUTO P/	\$737.40	O
	Purpose: FIRE/ROAD REPAIR & MAINT PARTS					
115112	04/14/2021	04/14/2021	AW	STATE OF OHIO, UAN	\$1,074.00	O
	Purpose: UAN ACCOUNTING FEES					
115113	04/14/2021	04/14/2021	AW	VALTECH COMMUNICATIONS	\$184.22	O
	Purpose: UTILITIES - ADMIN DEPT					
115114	04/14/2021	04/14/2021	AW	THE A-MAC GROUP LLC	\$207.00	O
	Purpose: PARK CLEANING SUPPLIES					
115115	04/14/2021	04/14/2021	AW	GOVERNMENT FORMS AND SUPPLIES	\$114.00	O
	Purpose: ADMIN HOLE PUNCH					
115116	04/14/2021	04/14/2021	AW	LOWE'S COMPANIES, INC	\$311.76	O
	Purpose: ROAD DEPT REPAIRS					
115117	04/14/2021	04/14/2021	AW	RIC IRVINE, ZONING INSPECTOR	\$40.00	O
	Purpose: ZONING CELL PHONE REIMBURSEMENT					
115118	04/14/2021	04/14/2021	AW	MILLCREEK GARDENS LLC	\$154.00	O
	Purpose: PARK FLOWER SUPPLIES					
115119	04/14/2021	04/14/2021	AW	OHIO EDISON	\$2,833.44	O
	Purpose: ELECTRIC - PARK UTIL, ELECTRIC - ROAD UTIL, ELECTRIC - ADMIN UTIL, ELECTRIC - FIRE UTIL					
115120	04/14/2021	04/14/2021	AW	DELAWARE CO. SHERIFF'S OFFICE	\$675.00	O
	Purpose: SPECIAL DUTY SHERIFF 15 SHIFTS/MO, 100 OF 157.5 SHIFTS THRU 10/31/21					
115121	04/14/2021	04/14/2021	AW	JACOB CSIZMADIA	\$540.00	O
	Purpose: SPECIAL DUTY SHERIFF 15 SHIFTS/MO, 100 OF 157.5 SHIFTS THRU 10/31/21					
115122	04/14/2021	04/14/2021	AW	CHRISTOPHER HARTZLER	\$270.00	O
	Purpose: SPECIAL DUTY SHERIFF 15 SHIFTS/MO, 100 OF 157.5 SHIFTS THRU 10/31/21					