

MINUTES
CONCORD TOWNSHIP BOARD OF TRUSTEES
REGULAR SESSION
MAY 14, 2024

The Concord Township Board of Trustees met in Regular Session at 10:00 a.m. on Tuesday, May 14, 2024. Trustee Don Pence called the meeting to order and led the Pledge of Allegiance. Trustees Neil Rhoades and Tom Mercer were present. Fiscal Officer Pat Quillen and Road Superintendent Brandt Miller were also present.

Minutes:

- Neil Rhoades made a motion to approve the Minutes of March 12, 2024 and was seconded by Tom Mercer. They both signed those Minutes to indicate acceptance. Don Pence had been absent that day and abstained.
- Don Pence made a motion to approve the Minutes of April 9, 2024 and was supported by Neil Rhoades. Tom Mercer was absent from that meeting and abstained, but Don Pence and Neil Rhoades signed to indicate their acceptance.

Guests:

- Randy Thompson of 1865 Lakeshore Drive addressed the Trustees and commented that it has been almost one year since his street was paved. He reported that there are fifteen visible cracks and the pavement is pulling away from some driveways. Neil Rhoades advised that asphalt is not so good as it was in the past and that the freezing and thawing causes these problems. The cracks will be sealed as needed.
- Adam Stevens of 2095 Woodstock Court came to inquire about the status of the County water line project along Swailes Road. He would like to have his back yard and surrounding land left as it was before the work began. He stated that the contractor put down grass seed and straw yesterday, but the ground was not graded properly.
- Richard Rozell of 2075 Woodstock Court also complained about the yards along Swailes Road. He reported that there are ruts in the ground and some tree roots were left exposed. Tom Mercer expressed support and will follow up with Miami County. Richard Rozell also asked if “Cross Traffic Does Not Stop” signs could be added to the stop signs on Swailes Road at Peters Road. Tom Mercer advised that these are County roads and he will pass on the request to the Miami County Engineer’s Office.
- Philip Kelly from 1727 Marby Drive came to make sure the issue of the cut in Shenandoah Drive at the entry to the Shenandoah subdivision was covered. Tom Mercer thanked him for his recent alerts regarding our web site.
- Troy Fire Department Chief Matt Simmons addressed the ambulance issue on the Upper Valley Medical Center campus. He reported that UVMC has entered into two separate contracts with ambulance service over the past few years. They are currently in a contract with MMT, but the Troy Fire Department has responded to calls thirty-seven times this year.

Fiscal Officers Report: Pat Quillen

- Distributed copies of the April and May Receipt and Payment Registers
- Provided a copy of the May 13, 2024 Fund Status Report
- Circulated the reconciled Bank Statement of April 30, 2024 for Trustee signatures
- Reported that the Audit of 2022 and 2023 has been completed and the records will be returned today
- Reported that a new copier is needed for the office. She described the benefits of a laser copier over the less expensive ink-jet type. The Trustees asked that Pat Quillen go out to purchase a copier suited to the Township’s needs.

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Communications: The Trustees reviewed all of the items listed on the Agenda. The Troy Fire Department report for April, 2024 will be filed. No action was taken on any of the other items.

Road Superintendent: Brandt Miller reported the following:

- The fire hydrant at the corner of Maple Street and Peters Road has been lowered
- April Brush Pick-Up totaled 15 loads
- Berming at Eldean Park that was washed away by flooding has been replaced
- Round 1 of Ditch Mowing is underway
- Received a complaint about junk vehicles at 2472 South County Road 25-A and is waiting for follow-up from the Miami County Sheriff's Office
- Is working with a resident at 1610 South County Road on a junk car complaint
- 159 Carrousel Drive has replaced their driveway culvert with one approved by the County Engineer
- Trimmed the line of sight looking south on County Road 25-A from Windmere
- Starting to set up the equipment to Dura-Patch
- Attended the pre-construction meeting with Miami County and the City of Troy for the Addison Landing subdivision on Lytle Road
- Met with Miami County to go over Fenner Farms before the asphalt is completed. They found a couple of curbs that require repair and one manhole issue
- Received a complaint about low hanging trees on Barnhart, so they trimmed the trees at the bridge
- Is planning to trim the line of sight at Lytle and Dorset this week
- Received a complaint about a heavy equipment trailer on Old Schoolhouse Road near Swailes. The trailer was removed after action was taken by the Miami County Sheriff's Office
- Will participate in the Tire Program offered today by Miami Soil & Water Conservation District
- Two sink holes developed on Maple Street after the recent water line installation. The City of Troy will make the repairs and re-do the pavement.

Old Business:

A. Open Items:

- Concord Debris Management and Disaster Recovery Plan – No report
- Letter to Planning & Zoning being drafted by the Miami County Prosecutor's Office Chief Civil Assistant Chris Englert – No report

B. Swailes Road County Water Line project at Shenandoah Drive: In response to the complaints made earlier in the meeting, Neil Rhoades stated that the Sanitary Engineering Department will be notified. He hopes that he and Brandt Miller can meet with their representative and the contractor to discuss the paving at the Shenandoah Drive entrance.

New Business:

A. Resolution 2024-03 To Approve the Miami County 9-1-1 Plan: Don Pence reviewed the history, last done in 2006. The new plan contains revisions to the current technology used and adds their Board of Directors.

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- B. 1. Purchase Order 14-2024 in the amount of \$16,248.00 to Allied Services for garage heaters was presented. Neil Rhoades moved to approve and was supported by Tom Mercer. The Trustees signed the Purchase Order to signify their approval.
2. Blanket Certificates 18- and 19-2024 for General Fund Operating Supplies and Contracted Services Tom Mercer made a motion to approve the Blanket Certificates and was seconded by Neil Rhoades. Both documents were signed by the Trustees as accepted.
- C. 2025 Budget: Pat Quillen distributed draft copies of the Budget prior to the meeting. There was a short discussion about the continuing cycle of the Budget, Tax Rates Certificate, and Appropriations. There were no questions or changes. A Public Hearing will be conducted at the June 11, 2024 meeting and an advertisement will be placed in the Miami Valley Today newspaper.
- D. Ohio Deferred Compensation: Pat Quillen gave an overview of the program. Tom Mercer made a motion to enroll in the program and was seconded by Neil Rhoades. The roll was called: Don Pence – Yes; Tom Mercer – Yes; Neil Rhoades – Yes.
- E. Signage for Authorized Personnel: Tom Mercer reported that the County now recommends signs for offices and the garages to restrict these areas to authorized personnel only. Brandt Miller will get stickers and place them appropriately.
- F. Dura-Patch Rental and Services: Brandt Miller reported that our most recent charges for labor and materials was \$225.00 per hour. Prices for materials have remained much the same this year. Labor is calculated from the time the crew leaves the Township building until they return. Brandt Miller stated that Newberry and Staunton Townships might each need a couple of hours of service. The Trustees agreed to keep the charge at \$225.00 per hour in 2024.
- G. Miami County Comprehensive Plan: Don Pence reported that Township Trustees will be on the Steering Committee. They hope to help guide the process and promote public review of land use.

Referrals:

- 1675 Old Schoolhouse Road – Heavy Equipment Trailer parked: Resolved.
- 159 Carrousel Drive – Driveway Culvert: Resolved.
- 1887 Thornwood Court – Animal Control: Complaints of attracting cats and rodents has been referred to the Animal Shelter.
- 1666 Marby Drive – Bamboo: Complainant was advised that the Township has no authority and that this is a civil issue.
- 1610 South County Road 25-A – Junk Vehicles: Somewhat resolved, owner asked for six weeks to work through the problem. Miami County Public Health is involved.
- 2472 South County Road 25-A – Junk Vehicles: No response from owner. Brandt Miller will follow up with Capt. Wheeler at the Sheriff's Office.
- 85 Swailes Road – Dandelions: Complainant was advised that the Township has no authority.
- 1223 Maple Street – Grass Height: Now mown.
- 3914 West State Route 41 – Junk Vehicles: Has been served by Planning & Zoning and the Miami County Sheriff's Office

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- 2240 Fiesta Drive – Junk: Neil Rhoades went out to speak to the owner.
- 1220 Maple Street – Grass Height: Now Mown
- Windmere Drive – Burn Pile: Complainant was given the non-emergency 911 number and will reach out to the Troy Fire Department if open burning starts.

Newsletter/Social Media: Tom Mercer will reach out to Bill Smith about the May Brush Pick-Up and some discrepancies in the website instructions. He also wants to revise the notice about tall grass and noxious weeds.

Payments: Don Pence made a motion to approve and pay April charges 162-2024 through 196-2024, May Charges 197-2024 through 206-2024, and May Warrants 25093-25095. Neil Rhoades seconded the motion and the Warrants were signed by the Trustees.

Adjournment: There was no further business and the meeting adjourned viva voce at 11:25 a.m. The next meeting will be held on Tuesday, June 11, 2024 at 10:00 a.m. in the Township Building.

Thomas N. Mercer

Donald D. Pence

Neil E. Rhoades

Patricia M. Quillen, Fiscal Officer

All formal actions of the Board of Trustees of Concord Township concerning and relating to the adoption or resolutions and/or motions passed at this meeting were adopted in a meeting open to the public, in compliance with the law, including Section 121.22 of the Ohio Revised Code.