

**MINUTES**  
**CONCORD TOWNSHIP BOARD OF TRUSTEES**  
**REGULAR SESSION**  
**AUGUST 7, 2012**

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The Board of Trustees of Concord Township met in regular session at 10:00 a.m. on Tuesday, August 7, 2012 in the Township Building. Tom Mercer called the meeting to order and led the Pledge of Allegiance. The roll was called and Trustees Tom Mercer, Bill Whidden, and Sue Campbell were present. Road Superintendent Neil Rhoades, Fiscal Officer Pat Quillen, and Miami County Sheriff's Deputy Phil Osting were also present. Don Pence arrived a little later.

**Minutes:** Tom Mercer made a motion to approve the Minutes of July 17, 2012 as distributed. Bill Whidden seconded that motion and the vote was taken: Bill Whidden – Aye; Sue Campbell – Abstain; Tom Mercer – Aye.

**Guests:** Deputy Phil Osting asked the Trustees for any concerns they may have. In response to questions, Deputy Osting reported that burglaries are down. The Trustees thanked him for coming.

**Clerk's Report:** Pat Quillen

- Distributed copies of the July and August 2012 Receipt and Payment Registers and the August 6, 2102 Fund Status Report
- Circulated the July 31, 2012 Reconciled Bank Statement for Trustee signatures
- Brought the Trustees up to date on various property maintenance issues (weeds)
- Reported that she and Neil Rhoades had attended the FEMA meeting on July 31 regarding the wind storms on June 29 and July 2
- Met with Cathy Gonzalez from KLA Consulting (a contractor with OTARMA) and Neil Rhoades on July 24 regarding ways to reduce exposure to lawsuits

**Communications:** The folder was circulated for review. The Troy Fire Department report, the two e-mails, and the letter from the PUCO regarding the Lytle Road railroad crossing will be filed. The various newsletters will not be retained.

**Road Superintendent's Report:** Neil Rhoades

- Has finally finished the brush pick-up from the wind storms in late June and early July
- Reported that Taylor Fenter's last day will be this Friday
- Expects that Jake Heffner will return to work half days next week since Shirley is home now
- Received a price list for salt and salt/grits from the Miami County Engineer for the 2012-2013 season that they appear to be close to those of last season
- Recommended the removal of a tree at 1077 North County Road 25-A and will get quotes for the job
- Reported standing water in a couple of places that were recently milled and paved on Stonewood and that he is working with Al Netzley from the Engineer's Office to solve those problems

**Trustee Comments:**

- Sue Campbell - None
- Bill Whidden - None
- Tom Mercer – Received information from Cindy Bach of the Miami County Sanitary Engineer's Office. The County is sponsoring an electronics recycling event on September 8 and a household hazardous waste drop-off on September 15.

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**Old Business:**

- A. Hewitt Property at 1195 North County Road 25-A: Bill Whidden spoke with Mrs. Hewitt about selling the property. He reminded her that the old appraisal is no longer valid and a new appraisal would be required. He reviewed the process that requires a contract to purchase, with whatever stipulations the buyer and seller want to include, be in place before grant funds can be sought. Bill Whidden will contact Sarah Hippensteel from the Miami Conservancy District to confirm that grant money is still available for this type of purchase before any offer is made. Tom Mercer will contact Nikki Reese at the Miami County Department of Development to determine the priority order of the blighted properties on the list she distributed in June.
- B. Dura-Patcher Lease: After Shipman, Dixon, & Livingston made the requested changes to the Dura-Patcher Lease Agreement, a copy was sent to Newberry Township. Dwane Runyan returned two copies of the executed document this morning and their Fiscal Officer has provided insurance coverage information. Tom Mercer made a motion to lease the Dura-Patcher to Newberry Township for \$60.00 per hour. Bill Whidden seconded the motion and the roll was called: Sue Campbell – Aye; Tom Mercer – Aye; Bill Whidden – Aye.
- C. Revision of *Personnel and Policies Procedure Manual*: Tom Mercer asked that this matter be postponed until August 21, but requested that everyone read Articles 1 and 2

**New Business:**

- A. Purchase Orders 6-2012 through 12-2012 were prepared to replace Super Blanket Certificates 1-2012, 3-2013 through 7-2012 and 11-2012 through 17-2012. Some misinformation regarding the number of blanket certificates permitted on an appropriation line item was discovered after the Super BCs had been voided. Bill Whidden made a motion to approve and sign the Purchase Orders and was seconded by Sue Campbell. All members voted in favor and signed the documents.
- B. Dissemination of Fire/EMS Levy Information: Bill Whidden distributed a draft schedule of informational meetings for the public. He anticipates a five to ten minute presentation with PowerPoint followed by question and answer sessions. The proposed dates are: September 25 at 7:00 p.m. targeting early voters; October 16 at 2:00 p.m.; October 18 at 7:00 p.m.; October 23 at 9:00 a.m. Candidates' Night will be October 25 at 7:00 p.m. and he anticipates having one or two minutes to speak at that forum. Informational mailings were discussed and the Board of Elections can provide information on households of registered voters for a small fee. Letters to the Editor and written endorsements by residents were discussed.
- C. Public Records Training: Pat Quillen reported that she will attend the Auditor of State's Public Records Training on August 17 in Butler County. Bill Whidden made a motion that she be the designee for himself and Tom Mercer to fulfill their Public Records Training obligation. Tom Mercer seconded the motion. Sue Campbell reported that she had attended the training earlier this year. The roll was called: Tom Mercer – Aye; Bill Whidden – Aye; Sue Campbell – Aye.

**Guests:** None

**Payments:** Bill Whidden made a motion to approve and pay Warrants 21969 through 22005. Sue Campbell seconded and the motion passed unanimously.

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**Adjournment:** No further business was presented and the meeting adjourned viva voce at 10:59 a.m. At 11:04 a.m., the meeting was reorganized to bring the Public Records Training issue before the Board. The meeting adjourned again at 11:05 a.m. The next meeting will be held on Tuesday, August 21, 2012 at 10:00 a.m. in the Township Building on Horizon West Court.

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Thomas N. Mercer

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Sue E. Campbell

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Bill Whidden

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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.