

**MINUTES**  
**CONCORD TOWNSHIP BOARD OF TRUSTEES**  
**REGULAR SESSION**  
**DECEMBER 6, 2016**

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The Concord Township Board of Trustees met in regular session at 10:00 a.m. on Tuesday, December 6, 2016 in the Township Building. Don Pence called the meeting to order and led the Pledge of Allegiance. Trustees Bill Whidden, Tom Mercer, and Don Pence were present. Road Superintendent Neil Rhoades and Fiscal Officer Pat Quillen were also present.

**Minutes:** Bill Whidden made a motion to approve the Minutes of November 15, 2016 as distributed. Tom Mercer seconded the motion and all three Trustees signed in favor of acceptance.

**Guests:** Miami County Sheriff's Deputy Chase Underwood stated that things have been quiet in the Township with no reports of serious crimes. Don Pence asked about the case of the junk vehicles on Windmere and Deputy Underwood offered to follow up with Deputy Roberts who took that call. After a trip out to his vehicle, Deputy Underwood returned to the meeting and advised that he would have Deputy Roberts contact Neil Rhoades for an on-site visit to view the problem again. Tom Mercer thanked the Sheriff's Office for their quick response to a complaint of a camper parked on the street in Shenandoah and then for getting back to the Trustees with the results of the contacts.

**Fiscal Officer's Report:** Pat Quillen

- Distributed the November Receipt and Payment Registers
- Provided copies of the December 5, 2016 Fund Status Report
- Circulated the November 30, 2016 reconciled Bank Statement for Trustee signatures
- Reported that OTARMA will offer Capital Distributions and M.O.R.E. Grants again in 2017 (\$617.00 and \$500.00, respectively in 2016)
- Has started work on the 2017 Temporary Appropriations that should be filed before the end of the year

**Communications:** The Trustees reviewed all of the items listed on the Agenda. The two e-mails will be filed. No action was taken on any of the other items and none was retained.

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

- Received a call from a Creekwood Drive resident requesting a "No Outlet" sign to be posted at the beginning of the street. Neil Rhoades will discuss possible placement with Bill Blankenship from the Miami County Engineer's Office.
- Has never seen leaves fall so late in the season, so the staff may be out next week to continue leaf pick-up. He may leave the collection box on one truck and free up the others to load with salt. They have a location near Shenandoah to dump leaves, saving several trips to the Wilson Road collection point.
- Tom Mercer received a request from a Fenner Road resident for a "Neighborhood Watch" sign. Neil Rhoades stated that he did not install those signs on County Roads, but will talk to Bill Blankenship about that, too.

**Old Business:**

- A. Philipot Annexation – 2436 McKaig Road: Don Pence reported that Miami County Prosecutor's Chief Civil Assistant Chris Englert has been in contact with Bill Fulker (Philipot's attorney), Grant Kerber (City of Troy Law Director), and Miami County Engineer Paul Huelskamp. The issue that needs to be addressed and defined is the road maintenance. The Township staff could continue to plow Dorothy Lane and pick up leaves and brush there, but resurfacing the pavement is much more significant and clear lines of responsibility need to be settled. Don Pence will continue to work with Chris Englert and keep the Trustees up to date on the progress.
- B. Web Site: Philip Kelly of eLIANT Technologies submitted a renewal of the one-year contract for web hosting. The amount of \$856.00 is unchanged from the previous year. Tom Mercer moved to accept the contract and was supported by Bill Whidden. Pat Quillen noted that this contract does not include any additional fees for an upgraded subscription service for the e-mail news bulletins. All three Trustees signed the contract in favor of acceptance and a copy will be returned to Philip Kelly.

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- C. Ohio Township Association Risk Management Authority: Bill Whidden made a motion to approve the one year insurance policy for the amount of \$9,025.00. Tom Mercer seconded and the roll was called: Don Pence – Aye; Tom Mercer – Aye; Bill Whidden – Aye.
  - D. Fire Rating: Tom Mercer spoke with the administrator of the Troy Fire Department and was advised that the ISO Fire Rating improvement becomes effective on February 1, 2017, so we need to wait to notify our residents.
  - E. Ziegenfelder Ditch: Tom Mercer followed up with the Miami Soil & Water Conservation District. They have come up with a cost for the section discussed at the October 18 meeting. The total came to about \$55,000.00 and letters will be sent out to affected landowners. Concord Township will provide in-kind services in lieu of a cash payment.

**New Business:**

- A. Annual Certification of Road Mileage for 2016: There were no changes this year, but the mileage will increase in 2017 due to the current areas under development. The Trustees will go to the Engineer's Office between February and April 1 to sign the document.
- B. Ohio Township Association Risk Management Authority Board Elections: The Trustees took no action on this issue and the ballot information and biographies were not retained.
- C. Purchase Order 11-2016 to High Tec Industrial Services was presented. Tom Mercer moved to approve the Purchase Order and was seconded by Bill Whidden. All three Trustees signed in favor.
- D. Farm at 2678 State Route 718: Bill Whidden received a request from Larry Morrow to grant him the authorization to farm the acreage around the old Township Building in 2017 for \$2400.00 cash rent. Bill Whidden made a motion to continue having Larry Morrow farm there under those terms and was supported by Don Pence. The vote was recorded: Tom Mercer – Aye; Bill Whidden – Aye; Don Pence – Aye. Pat Quillen will notify Larry Morrow of the Board's decision.

**Payments:** Tom Mercer made a motion to approve and pay Charges 230- through 241-2016 and Warrants 24197 through 24214. Bill Whidden seconded and the Warrants were signed by all three Trustees.

**Executive Session:** Bill Whidden made a motion to enter Executive Session at 10:51 a.m. to discuss staff compensation in 2017. Tom Mercer seconded and all three members voted in favor. The Executive Session closed at 11:25 a.m. on a motion and second by Tom Mercer and Bill Whidden. No action was taken as a result of that Executive Session.

**Adjournment:** With no further business to be presented, the meeting adjourned at 11:25 a.m. The next regular meeting of the Board will be held on Tuesday, December 20, 2016 at 10:00 a.m. at the Concord Township Building on Horizon West Court in Troy, Ohio.

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Thomas N. Mercer

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Bill Whidden

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Donald D. Pence

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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.