

MINUTES
CONCORD TOWNSHIP BOARD OF TRUSTEES
REGULAR SESSION
JUNE 27, 2018

The Concord Township Board of Trustees met in regular session at 10:00 a.m. on Wednesday, June 27, 2018 in the Township Building. Bill Whidden called the meeting to order and led the Pledge of Allegiance. The roll was called and Trustees Tom Mercer, Bill Whidden, and Don Pence were present. Fiscal Officer Pat Quillen Road and Superintendent Neil Rhoades were also present.

Minutes: Tom Mercer made a motion to approve the Minutes of June 13, 2018 as distributed. Don Pence seconded the motion and all three Trustees signed in favor of approval.

Guests: Troy Fire Department Chief Matt Simmons provided an update on his staffing. He stated that they are getting a new engine and it will replace one at Station 2. This will allow the Department to have a spare and will improve its IOS rating. Chief Simmons also reported that Premier Health's transition to private ambulance service appears complete and the Troy Fire Department has not received any calls in June.

Fiscal Officer's Report: Pat Quillen

- Distributed copies of the June 2018 Receipt and Payment Registers;
- Provided the June 26, 2018 Fund Status Report;
- Received the 2018 Paving Bids from the Miami County Engineer's Office and noted that they are below the estimates;
- Picked up the Miami County Township Association Booklets at the last meeting and distributed copies

Communications: The Trustees reviewed the items listed on the Agenda. Pat Quillen responded to a resident's e-mail regarding street sweeping; copies of the Ohio EPA report on the Troy Aquifer site were distributed. Additionally, Tom Mercer stated that he had replied to eLIANT Technologies e-mail request for reviews and Pat Quillen said she had done the same. None of the other items required action and none was retained.

Road Superintendent's Report: Neil Rhoades

- Received a notice from Linda Raterman at the Miami Soil & Water Conservation District that the Miami River Clean-Up will be held on July 20. He plans to provide a dump truck, backhoe, and labor to the event;
- Began a preliminary course of the June Brush Pick-Up this morning. The regular route will begin tomorrow. Tom Mercer noted that the Township had received a message from a resident asking if there is a way to keep people from putting out brush long in advance of the scheduled service. Tom Mercer will draft a notice to be sent out asking residents to hold their brush in their yards until the monthly collections begins.

Old Business:

- A. Mosquito Surveillance: Bill Whidden contacted the intern at Miami County Public Health who was proposing a mosquito assessment and abatement program. Public Health will have brochures available to outline the objectives and encourage participation.
- B. Property Maintenance:
 - 1220 Maple Street – Tom Mercer reviewed the personal contact Neil Rhoades had made with the resident. The resident was given an extension to July 2 to clean up the yard. Ways to find assistance for him were discussed.
 - 595 Boxwood Court: The resident responded to the Township's contact and has made significant progress in cleaning up the yard to better blend in with the neighborhood.

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- C. Boone Creek/Creekwood Drive Flooding: Don Pence discussed the issues with Miami County Prosecutor's Chief Civil Assistant Chris Englert who promised to research options open to the Township.
 - D. Moratorium on Marijuana Cultivators, Processors, and Dispensaries: Don Pence also discussed this issue with Chris Englert on June 20. Chris Englert suggested making the moratorium permanent rather than renewing it each year and will draft a Resolution to that effect for the Trustees to consider. Chris Englert stated that the action can be modified later, if desired.
 - E. Miami County Council: Bill Whidden attended the meeting in June. The guest speaker was Linda Raterman from the Miami Soil & Water Conservation District and she stated that her agency has taken over the farmland preservation program.

New Business:

- A. Resolution 2018-04 –The 2019 Tax Budget: At the last meeting, a public hearing was held on the 2019 Tax Budget. Don Pence made a motion to adopt the Budget and was supported by Tom Mercer. There was no discussion and all three Trustees signed the Resolution in favor of passage.
- B. Eldean Covered Bridge Park: A member of the Miami County Amateur Radio Operators Club called to ask if his group could reserve the park and shelter on August 18 for an event. The Trustees had no objection, so Bill Whidden made a motion to permit the Club to use the park that day. Don Pence seconded the motion and all three Trustees voted in favor. Pat Quillen will post a "Reserved" notice early that week.
- C. OTARMA Loss Control Survey: Pat Quillen, Neil Rhoades, and Don Pence met with Cathy Gonzales of KLA Risk Consulting on June 25. She commended the staff for complying with some of her past recommendations, but had three items she believes should be added to the Personnel Policies and Procedures Manual. They are: Job Descriptions for full-time employees, adding language to state that employees with six or more points on their operator's license will not be permitted to drive Township vehicles, and more specific wording about cell phone safety. She provided sample texts to Don Pence. Cathy Gonzales also recommended that outside contractors provide a certificate of insurance specifically naming Concord Township as a covered insured. She provided a Pre-Trip Inspection Form for vehicles that is more easy to use than the one currently in place, and she stressed documenting the conditions of roads and road signs in more comprehensive manner. Don Pence and Pat Quillen will get together to work on the changes for the Personnel Manual.

Guests: None

Payments: Bill Whidden made a motion to approve and pay Charges 167- through 177-2018 and Warrants 24665 through 24672. Tom Mercer seconded and all three Trustees signed the warrants.

Adjournment: No further business was presented and the meeting adjourned viva voce at 10:29 a.m. The next meeting will be held on Wednesday, July 11, 2018 at 10:00 a.m.

Bill Whidden

Thomas N. Mercer

Donald D. Pence

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.