

MINUTES
CONCORD TOWNSHIP BOARD OF TRUSTEES
REGULAR SESSION
FEBRUARY 13, 2019

The Concord Township Board of Trustees met in Regular Session on Wednesday February 13, 2019 at 10:00 a.m. Bill Whidden called the meeting to order and led the Pledge of Allegiance. The roll was called: Tom Mercer, Bill Whidden, and Don Pence present. Road Superintendent Neil Rhoades and Fiscal Officer Pat Quillen were also present.

Minutes: Don Pence made a motion to approve the Minutes of the January 16, 2019 Special Meeting as circulated. Bill Whidden supported the motion and both of them signed the Minutes in favor of approval. Tom Mercer abstained since he had been absent at that time.

Guests:

1. Eugene and Judy Dammeyer of 1225 Pine Street addressed the Trustees to describe high water in their front yard and request assistance with drainage. Eugene Dammeyer believes that the outlet is backed up at the street and he circulated photographs of the problem. He has a drainage tile under his driveway. Neil Rhoades suggested having Dan Baker, P.E. from the Miami County Engineer's Office come out and do elevations because the yard may be lower than the ditch. Neil Rhoades will coordinate the contacts between the MCEO and the Dammeyers.
2. Kyle and Christina Stephens of 1760 Beechwood Drive attended to tell the Trustees of their flooding problems. Their basement has been flooded by the recent heavy rains and Beechwood Drive had four feet of water covering the roadway last week, so deep that the school bus carrying their kindergarten student was not able to drop her off at the appointed stop. Christina Stephens said that they have not lived there long, but has been in contact with her neighbors who have told her the history of the high water problems there. Christina Stephens wants it documented that she and her husband were here. Tom Mercer reviewed the ditch petition process that failed a couple of years ago and said that the Trustees have no authority to go onto private property to solve such a problem. He did volunteer to call the Miami County Engineer's Office. In the meantime, Christina Stephens will continue to coordinate efforts with her neighbor, Vicky West, and will also try to work with the Engineers.

Clerk's Report: Pat Quillen

- Distributed copies of the January and February Receipt and Payment Registers
- Provided the February 11, 2019 Fund Status Report
- Circulated the January 31, 2019 reconciled Bank Statement for Trustee signatures
- Submitted the Current Agricultural Use Value Renewal Application for the farmland on State Route 718 to the Miami County Auditor's Office on February 5, 2019

Communications: The Trustees reviewed all of the items listed on the Agenda. The following items will be filed: Troy Fire Department Report for December 2018, letter from KLA Risk Consulting, copy of Miami County Engineer's letter to Nevin Hansbarger, Public Records Request from Segment Returns, and the Miami Valley Regional Planning Commission's email. None of the other items required action and none was retained.

Road Superintendent's Report: Neil Rhoades

- Has been cleaning corn and bean stubble out of the catchbasins to avoid flooding problems;
- Red Oak Circle had a clogged catchbasin which was cleared;
- Received a call from Miami County Chief Deputy Engineer Britt Havenar about logs in the stream behind the 500 block of Countryside South. The Sheriff's Office went out, but no citation was issued;

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- Will attend the March 12, 2019 Storm Water Workshop at the Upper Valley Career Center with Brandt Miller.

Don Pence asked about salt usage this year and Neil Rhoades replied that the County recently received new supplies after having been low on salt. Neil Rhoades estimated that they have used 40 to 50 tons of salt and about the same for the salt/grit mix.

Old Business:

- A. Job Description for Seasonal Employee: Don Pence drafted language to supersede a portion of Resolution 2018-07 to include an additional specification that the operators of the dump trucks, with or without snow plows, are required to have a Commercial Driver's License. Bill Whidden made a motion to adopt the amendment and was seconded by Don Pence. During the discussion, Pat Quillen asked that the word "Emergency" be added to the title of the section to allow for consistency with Ohio Public Employees Retirement System regulations. The Trustees agreed to the addition and the roll was called: Bill Whidden - Aye; Don Pence - Aye; Tom Mercer - Aye.

New Business:

- A. 2019 Permanent Appropriations - First Draft: Pat Quillen and Don Pence met on February 6, 2019 to review the temporary appropriations adopted in December. Only one line item was adjusted to allow for the replacement of a 2002 dump truck and the paving projects for this year. Bill Whidden and Tom Mercer will review the figures and provide any feedback in time for the Annual Appropriations Resolution to be presented at the next meeting.
- B. Resolution 2019-01 Interfund Transfer from the General Fund to the Road and Bridge Fund: Bill Whidden made a motion to adopt the Resolution and was supported by Tom Mercer. There was no discussion and all three Trustees signed the document in favor of acceptance.
- C. Then and Now Purchase Order 8-2019: Pat Quillen reported that the Cintas representative left an invoice on January 10, 2019 that was dated December 27, 2018 and that this Purchase Order was necessary to certify that the funds to pay it were available in December. Bill Whidden made a motion to accept the Purchase Order and was seconded by Don Pence. All three Trustees signed affirming the acceptance.
- D. Lease of 2678 State Route 718: Bill Whidden discussed renewal of the lease with Russ Miller, who expressed an interest in a three-year term. Bill Whidden will negotiate and report back at a later time.
- E. Credit Card Expenditure in Excess of Amount Permitted by Resolution 2017-10: Don Pence noted that the Credit Card Policy currently in place limits an individual purchase to \$1,000.00. In early January, Neil Rhoades discovered a leak in the gas tank of one of the dump trucks. Since Rush Trucking (formerly Miami Valley International) no longer services house accounts, Neil Rhoades was forced to use the Visa Card to purchase a fuel tank for \$1,660.00. Pat Quillen contacted Don Pence about the expenditure after it was made and paid the Visa bill before the February 1, 2019 due date. The staff was able to install the unit, saving labor costs at one of the area repair shops. Don Pence acknowledged that this is an unusual event and recommended that situations such as this be handled on a case-by-case basis. With that, Don Pence made a motion to retroactively approve the January 3, 2019 use of the credit card for the fuel tank from Rush Trucking. Tom Mercer seconded the motion and all members voted in favor.
- F. Five-Year Capital Plan: Don Pence met with Neil Rhoades and Brandt Miller to determine the paving and equipment replacements needed in the coming years. In this year, the plan is to replace one dump truck and mill and pave portions of Laurel Creek Drive and Seneca Drive. Bill Whidden expressed his appreciation for the work put in to draft this Plan.
- G. Five-Year Cash Flow Projection for the Fire/EMS Fund: Bill Whidden stated that the largest annual expense is for the Fire and EMS contract with the City of Troy. It is funded by a tax levy exclusively for

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this purpose. Don Pence reported that he had looked at the cash position at the first of the year, estimated income, and computed the contract amounts. He anticipated that the Township will have just less than one year of reserves at the end of the levy term.

Guest Comments: None

Payments: Bill Whidden made a motion to approve and pay Charges 1- through 40-2018 and Warrants 24808 through 24832. Tom Mercer seconded the motion and the Warrants were signed by the Trustees.

Adjournment: There was no further business and Tom Mercer moved for adjournment at 10:49 a.m. Don Pence seconded and the meeting was closed.

Donald D. Pence

Thomas N. Mercer

Bill Whidden

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.