

MINUTES
CONCORD TOWNSHIP BOARD OF TRUSTEES
REGULAR SESSION
December 12, 2023

The Concord Township Board of Trustees met in Regular Session at 10:00 a.m. on Tuesday December 12, 2023. Trustee Don Pence called the meeting to order and led the Pledge of Allegiance, Trustee Neil Rhoades, Tom Mercer and Fiscal Officer Bill Whidden were present, as was Road Superintendent Brandt Miller.

Minutes: Neil Rhoades made a motion to approve the Minutes of the regular meeting held on November 14, 2023 and was seconded by Tom Mercer.

Guests: Troy Fire Department Assistant Chief Don Pemberton discussed the monthly Township report and noted it was a quiet month for the Township.

Linda Raterman, Kreig Smail and Grant Clausen from the Miami Soil and Water Conservation District made a presentation to the Trustees regarding the Miami County Stormwater Program. They discussed the 6 “Minimum Control Measures” defined by the Ohio EPA as it relates to storm water from urbanized areas of the township.

1. Public Education-Educate residents and communities about the impacts of storm water discharges and reducing pollutants.
2. Public Involvement-Engaging the residents and communities with programs and activities that demonstrate storm water protection.
3. Illicit Discharge Detection-Inventory of the outfalls in the urbanized areas, along with “dry weather screenings of those outfalls. An inventory and map of “Home Sewage Treatment Systems: within the urbanized areas of the Township.
4. Construction Site Runoff Control-Sediment and erosion control on building sites in the urbanized areas of the Township. Using the counties storm water regulations, the Miami SWCD conducts monthly inspections of new construction sites within urbanized areas.
5. Post-Construction Management-Enforce storm water regulations to address post-construction runoff from new developments. Evaluate the effectiveness of BMP’s such as dandy bags and silt fence.
6. Pollution Prevention/Good Housekeeping-Summarize maintenance activities performed, such as snow and ice control, herbicide and pesticide usage, and disposal of waste from municipal owned property.

Pat Quillen of 2306 Black Oak Dr., Troy, Ohio addressed the Trustees and stated in preparation for assuming the position of Fiscal Officer on April 1, 2024 she has been reviewing minute from previous meetings. She noted the Trustees have assigned to Logan Magoto the job of transcribing the Personnel Policies and Procedures Manual currently being updated by the Trustees. She volunteered to take over this job if the Trustees wished her to do so. Mr. Pence thanked her for the offer and indicated he would take it under advisement. Mrs. Quillen also noted the Bank Reconciliation for November 30, 2023 has an outstanding adjustment factor of seven cents and inquired about the plan to reconcile. Mr. Whidden replied the adjustment has been outstanding for sometime and a previous discussion with the Township’s auditor found it to be not immaterial.

Fiscal Officers Report: Bill Whidden

- Distributed copies of the Payment Register;
- Provided copies of the November 30, 2023 Fund and Revenue Status Reports;
- Circulated the reconciled Bank Statement of November 30, 2023 for Trustee signatures;

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- Reported Delta Dental will increase the premium for its insurance coverage by 5.49% effective January 1, 2024.
- Reported MedMutual Life Insurance will keep premiums rates the same for 2024.
- Reported 2024 QSEHRA limits for 2024 have been announced by the IRS and will be \$6,150 per individual and \$12,450 per family.

Communications: The Trustees reviewed all of the items listed on the Agenda.

Road Superintendent: Brandt Miller submitted his report in writing.

- Reported leaf pickup will be extended to Friday December 15th and has totaled 143 loads to date.
- Responded to a call about a loose catch basin cover and will repair as soon as possible.
- Referred a complaint regarding a semi-truck parked at 81 Boone Drive to the County Planning Zoning Department. A letter was sent from Planning and Zoning indicating a violation of a zoning policy.
- New tires have been installed on the 2015 Western Star Dump truck.
- Christmas tree pickup will begin 12/27/23 and run through 1/19/24.
- The new Ford F-250 has been rust proofed by Krown Rust.
- Reported the tile work on Forest Hill will be completed as time and weather permits but does not pose a danger.

Business:

A. Open Items:

- Concord Debris Management Plan –
- Update Policy and Procedure Manual-
- Mr. Pence thanked Mr. Miller for the work the crew has done with this season’s leaf pickup and noted the extension through December 15th.
- The Sheriff’s Department has followed up on a complaint regarding 2273 Monroe-Concord and Jackson Bennett of the Miami County Zoning Department has sent a certified letter to the property owner to request compliance with zoning regulations. **The property owner has requested the Zoning Department grant an extension of the deadline.**
- Mr. Whidden reported the Ohio Township Winter Conference Registration has been completed and Trustees Pence and Rhoades along with Road Superintendent Miller and road crew Davis and Magoto will be attending on behalf of the Township.

New Business:

- A. Mr. Whidden administered the Oath of Office for Neil Rhoades who was reelected in the November general election. His new term will begin January 1, 2024 and continue to December 31, 2027.
- B. Miami County Assistant Prosecutor Chris Englert was in attendance to explain the resolution he prepared at the request of the Trustees to address the recent change to the Ohio Constitution as it relates to the recreational use of cannabis. Following discussion, Tom Mercer made a motion to adopt Resolution 2023-09 A RESOLUTION TO PROHIBIT ADULT-USE CANNABIS OPERATORS FROM OPERATING WITHIN THE UNINCORPORATED AREA OF

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CONCORD TOWNSHIP, MIAMI COUNTY, OHIO. Mr. Rhoades seconded the motion and a roll call vote passed unanimously.

- C. Mr. Whidden reported the cost to change email addresses through GoDaddy would be \$617.00 annually and recommended against the change. The Trustees agreed and the Township will continue with using its Gmail addresses.
- D. Mr. Whidden presented Resolution 2023-08 to ESTABLISH TEMPORARY APPROPRIATIONS FOR 2024. Don Pence moved to approve the resolution and was seconded by Neil Rhoades. The roll was called and the resolution was passed unanimously.
- E. Mr. Rhoades discussed the complaint from neighbors of 2153 Fiesta Drive. The owner of 2153 Fiesta Dr. was granted a variance to add a porch to a proposed pole barn to be constructed on the property. The complaint indicates this is in violation of covenants in the neighborhood. The Township has been asked to take a position opposing the variance. Following discussion, the Trustees declined to make a public statement regarding the complaint.
- F. Mr. Pence noted a minor change in the Township Highway Mileage has been made and the Annual Certification for 2023 is scheduled for February 7, 2024. The adjusted mileage of the Township is 36.496 miles.
- G. Mr. Pence led a discussion of Holiday time off for the Township Road Crew. Christmas falls on a Monday in 2023 and current policy doesn't adequately address this circumstance. The policy gives the crew paid time off on Christmas Eve but because in 2023 that falls on a Sunday the no additional time off would apply. Following discussion, the Trustees agreed to provide Tuesday December 26, 2023 as a paid Holiday for the crew.

Newsletter/Social Media:

It was agreed to put out a notice of the Christmas tree pickup schedule, notify the public Township office and crew would be off on December 25th and 26th, and to post the Cannabis Resolution on the website.

Public Comments: none

Payments: Don Pence made a motion to approve and pay Charges 467-2023 through 505-2023 and warrants 025084 and 025085. Neil Rhoades seconded the motion and the motion passed unanimously.

- H. Don Pence made a motion at 11:25a.m. to go into Executive Session to consider the compensation of a public employee, employees. Tom Mercer seconded the motion. The roll was called and the motion was passed unanimously. Mr. Pence then stated when the Trustees come out of Executive Session the Trustees may act to change the compensation of our public employees. At 11:51 a.m. Mr. Pence moved to end the Executive Session and was seconded by Mr. Rhoades. The roll was called and the motion was passed unanimously.

Mr. Rhoades made a motion, seconded by Mr. Mercer that effective January 1, 2024 the hourly wage for Jeff Davis and Logan Magoto be \$22.93 and the hourly wage for Brandt Miller be \$29.48. The roll was called and the motion was passed unanimously.

Adjournment: There was no further business and the meeting adjourned at 11:56 a.m. on a motion by Don Pence and second by Tom Mercer. The next regularly scheduled meeting will be held on Tuesday, January 9, 2024 at 10:00 a.m. in the Township Building.

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Thomas N. Mercer

Donald D. Pence

Neil E. Rhoades

William B. Whidden, 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.