

# CONCORD TOWNSHIP BOARD OF TRUSTEES

## MINUTES

### MAY 13, 2025

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The Concord Township Board of Trustees met in Regular Session on Tuesday, May 13, 2025. Don Pence called the meeting to order at 10:00 and led the Pledge of Allegiance. Trustees Don Pence, Tom Mercer, and Neil Rhoades were present. Road Superintendent Brandt Miller and Fiscal Officer Pat Quillen were also present.

**Minutes:** Neil Rhoades made a motion to approve the Minutes of April 8, 2025 and was seconded by Don Pence. Both of them signed the Minutes, but Tom Mercer abstained since he had not been present.

#### **Guests:**

- Troy Fire Department Assistant Chief Don Pemberton reviewed items on the monthly report and noted a slight increase in EMS calls.
- Tim Herbst from National Pavement Analysis, LLC was invited to address the Trustees after Don Pence heard his presentation at the March meeting of the Miami County Township Association. He described his service as helping to understand a road from its first paving to failure. He started his business in 2016 and Lostcreek Township in Miami County was one of his first customers. He drives all the roads, measures them, then rates them from 0 to 100, similar to a process used by ODOT. He then recommends principles that are suitable. He stated that the overall optimal rating should be 75 or higher, with a re-evaluation every few years. Neil Rhoades asked if he charges by the mile for the evaluation. Tim Herbst replied that he gives each road “windshield time”, then prepares a spreadsheet for a 3-to-5-year plan to outline the repairs needed and forecasting. Brandt Miller asked if he has contractors, and he replied that he does not, but can make recommendations. Trustees from Lostcreek and Elizabeth Townships were in attendance and Tim Herbst suggested that going together could result in some savings. His minimum charge is \$3500.00 and the average fee is \$3500.00 to \$5000.00. Tom Mercer asked how often an evaluation is repeated and Tim Herbst said every two to three years. Lostcreek Township is on a four-year cycle, but most average three years. Don Pence thanked Tim Herbst for coming and providing an informative presentation.

#### **Fiscal Officer’s Report:** Pat Quillen

- Distributed copies of the April Receipt and Payment Registers and the April 30, 2025 Fund Status Report
- Circulated the reconciled Bank Statement of April 30, 2025 for Trustee signatures
- Presented the April 2025 Payment Register (which included Warrants 25135 - 25136 and Charges 143- through 186-2025) for approval by the Trustees. Tom Mercer moved to accept the list and was seconded by Neil Rhoades. All three Trustees signed in agreement.
- Provided the May Payment Register and the May 12, 2025 Fund Status Report

**Communications:** The Troy Fire Department Report for April 2025 will be filed; the emails from residents regarding aggregation will be filed under Correspondence 2025 and the AES Ohio aggregation supplier change notice will be filed with the other Aggregation items. In response to an inquiry from Don Pence about the email from Sedgwick regarding 2025 Workers Compensation, Pat Quillen replied that she verified that this is the MCO sponsored by the Ohio Township Association and it will be filed in the 2025 Workers’ Compensation folder. None of the other items listed on the agenda will be retained.

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#### **Road Superintendent's Report:** Brandt Miller

- Was dispatched by 911 on April 12 to place "Road Closed" signs at Boone Hill and County Road 25-A after someone hit a utility pole, causing wires to fall. Miami County also responded
- Went with Neil Rhoades to meet with the residents at 85 Norbert Drive to discuss the Honda expansion
- Completed the annual trash collection from the ditches
- Finished the first round of ditch mowing
- Reported that the new tractor-mower is slated to go into the shop for mower installation this week
- Met with Jackson Bennett of Planning & Zoning to do on-site surveys of properties that were included on a list of complaints
- Completed the April Brush Pick-Up and collected 14 loads
- Had the transmission lines replaced on the 2015 Western Star by JT Truck and Tractor. The coolant tank was replaced in-house
- Received a call from Neil Rhoades on April 29 and went out to Spruce Street to clean up a tree that had fallen across the road
- Is participating in the annual Soil & Water Tire Recycling Program to dispose of tires collected along the roads at a discounted rate
- Was contacted by Chris Durand of Durand Plumbing that a home on Woodbine Court was having sump pump issues. The Township borrowed the jet from Miami County and made sure the behind-the-curb drain was clear
- Had the annual backflow inspection done by Chris Durand
- Hauled 22 loads of field debris from the April flooding
- Restored the flower bed at Eldean Covered Bridge Park that was washed out by recent flooding
- Installed fresh mulch at the Township Building and the parks
- Is working on the documents required to switch out our current license plates for "Township" designated plates
- Received notification of fishing basket hanging from the Eldean Covered Bridge and notified the Game Warden and the Miami County Engineer's Office
- Reported that Walden Court paving has been completed as of this morning. It was milled and re-paved.

Tom Mercer asked about the manholes in Emerson Crossing, Section 1. Brandt Miller replied that they have not been adjusted yet.

Neil Rhoades asked if the culverts on North Forest Hill Road are working well and Brandt Miller stated that they are.

Don Pence asked about River Clean Up sponsored by Miami Soil & Water Conservation District and Brandt Miller said it will be conducted on Friday, July 18. Our crew will participate as in the past.

#### **Old Business:**

- A. Concord Debris Management and Disaster Recovery Plan: No Report
- B. Swailes Road Speed Study: No report

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- C. Fenner Farms Lighting District: Pat Quillen distributed copies of a draft Resolution to Levy Special Assessments for Lighting the Unincorporated District. There were no additions or corrections and the final Resolution will be prepared for the next meeting along with the assessment cards for the Miami County Auditor.
- D. Emerson Crossing Final Construction Release December 3, 2025: Continuing
- E. Miami County Comprehensive Plan: Don Pence reported that the Complete Draft is available for review and comment. He noted that much of the input was related to development. Tom Mercer observed that there were no changes to annexation rules and that most of the items in the draft are the responsibility of the Department of Development.
- F. Internet Service: Brandt Miller, Pat Quillen, and Neil Rhoades reported on their multiple contacts with Spectrum without any results. Tim Winchester from Spectrum came by the building yesterday, gave Brandt Miller his card, and stated that he is the man who can get this done. Pat Quillen and Brandt Miller will follow up.
- G. AED Update: Ongoing. All requests for documents have been fulfilled.

#### **New Business:**

- A. **2026 Tax Budget:** Pat Quillen distributed copies of the draft Budget for 2026. She pointed out the footnote regarding the additional inside millage. There were no changes offered, so the Public Hearing will be conducted at the next regular meeting on June 10, 2025. The required notice will be published.
- B. Change the November 2025 Meeting date: The second Tuesday of November this year will be on Veterans Day, November 11. Tom Mercer made a motion to move the meeting up one week to Tuesday, November 4, 2025 and was supported by Neil Rhoades. The roll was called: Neil Rhoades – Aye; Don Pence – Aye; Tom Mercer – Aye. Tom Mercer will have the change posted to the website and social media in September or October.
- C. Honda Development south toward McKaig Road: Don Pence and Neil Rhoades went to Zoning to gather information. The property may possibly be used only for a warehouse. As mentioned in the Road Superintendent’s Report, Neil Rhoades and Brandt Miller went to see the residents on Norbert Drive to let them know that there are plans to develop a buffer between their properties and Honda.
- D. Proposed Revised Facility Planning Area (FPA): Don Pence reported that a Facility Planning Area is a defined geographic area used for planning and managing wastewater treatment and disposal. In this area, oversight is done through the Miami Valley Regional Planning Commission. Farrington Road is currently the boundary between Piqua and Troy and Piqua is asking that be changed to Howell Ditch, south of Washington-Concord Road to accommodate industrial development. Troy and Miami County have objected and it appears that a compromise will be along the Washington-Concord Township line. Don Pence noted that Concord Township has no voice in this issue.
- E. Block Party: Todd Prenger called to request the closure of Walden Court for a block party, tentatively set for August 9. Tom Mercer asked that he call the Sheriff’s office to let them know and they had no objection. He was advised that the group must allow access to and from the cul-de-sac by residents and any first responders. Concord Township will provide barricades when notified.

**Referrals:** Tom Mercer will respond to the Merrimont resident who complained about potential Zoning

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violations.

**Sign Warrants:** Earlier in the meeting, the Trustees approved the payment of Warrant 25136, but all three signed it at this time.

**Newsletter/Social Media:** No report.

**Adjournment:** The meeting adjourned at 11:06 a.m. on a motion and second by Don Pence and Tom Mercer. The next meeting will be held on Tuesday, June 10, 2025 at 10:00 a.m. in the Township Building.

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Thomas N. Mercer

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Neil E. Rhoades

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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.