CONCORD TOWNSHIP BOARD OF TRUSTEES
SPECIAL MEETING
MINUTES
OCTOBER 20, 2026

The Concord Township Board of Trustees met in Special Session at 1:00 p.m. on Tuesday, October 20, 2026. Don Pence called the meeting to order and led the Pledge of Allegiance. Trustees Neil Rhoades, Don Pence, Tom Mercer, and Fiscal Officer Pat Quillen were present. Miami County Sheriff Dave Duchak also attended.

The purposes of the Special Meeting were to discuss door-to-door solicitations with Sheriff Dave Duchak and set compensation rates for the two veteran employees.

1. Employee Compensation: Don Pence reviewed the worksheet he had provided to the Trustees on October 13. Since there were no questions, Don Pence made the following motion:

- Adjust Brandt Miller's pay rate from $31.95 per hour to $36.00 effective November 1, 2026
- Adjust Jeff Davis' pay rate from $24.85 per hour to $28.00 effective November 1, 2026

Tom Mercer seconded the motion. There was no discussion and the roll was called: Don Pence – Aye; Tom Mercer – Aye; Neil Rhoades – Aye. Don Pence noted that when Trevor Salley achieves his Commercial Driver's License, the Board will consider an adjustment for him. It was decided that Don Pence will meet with Brandt Miller and Jeff Davis to let them know of the Board's decision.

2. Door-to-Door Solicitations: Tom Mercer reviewed the history of the Township's 2014 Resolution to prohibit this activity. In 2018, the Ohio Legislature outlawed a complete prohibition, but did allow for regulation of it. Sheriff Duchak went over various aspects of implementing a permit process. Since the Township does not have the personnel to do finger printing, background checks, photo IDs, etc., it would need to contract with another entity to perform those activities. He told the Trustees what he knows about the City of Troy process and said that he would be seeing Chief McKinney tomorrow and will ask for more detail. Sheriff Duchak stated that he prefers that the Sheriff's Office not become involved because it would then mean that his office would have to take care of this in all twelve townships and some villages that might want the services, too. He does not have the personnel to handle such a project. He raised the question of an expiration date. He advised that if a permitting process were put into place, it must have a criminal penalty to be enforced. The first violation would be met with a warning, but then a misdemeanor citation could be issued on subsequent offenses. Sheriff Duchak answered questions and will follow up with other law enforcement agencies for more information and cost estimates. He also noted that if someone comes onto a property, the owner can ask them to leave. If the solicitor refuses, the resident can call 911 to report as a trespass.

There was no further business and Neil Rhoades made a motion for adjournment at 1:55 p.m. and was seconded by Tom Mercer. All members voted in favor.

The next regular meeting of the Board will be held on Tuesday, November 10, 2026 at 10:00 a.m.

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Donald D. Pence

Thomas N. Mercer

Neil E. Rhoades

Patricia M. Quillen, Fiscal Officer

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.