

# MINUTES

## CONCORD TOWNSHIP BOARD OF TRUSTEES

### REGULAR SESSION

Held: February 5, 2008

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The Board of Trustees of Concord Township met in regular session in the Township Hall. Bill Whidden called the meeting to order at 9:30 a.m. with the following members present: Robert Shook, Sue Campbell, and Bill Whidden. Also present were Road Superintendent Neil Rhoades, Fiscal Officer Pat Quillen, John Schemmel of OVIS, Terry Naas from Riverside MR/DD, and Craig Hughes from My Office Design. Bill Whidden led the Pledge of Allegiance.

**Minutes:** Pat Quillen read the Minutes of January 15, 2008 and they were approved.

**Guest:** Terry Naas from Riverside MR/DD spoke about the renewal levy that will be on the March 4 ballot. That levy represents 40% of their revenue and Ms. Naas reviewed the history of Riverside, described their current mission and work, and requested support for the levy. Bill Whidden thanked her for the informative program.

#### **Clerk's Report:**

Pat Quillen

- Distributed the January and February 2008 Payment and Receipt Registers and the February 4, 2008 Fund Status Report.
- Circulated the January 31 reconciled bank statement for Trustee signatures.
- Presented Resolution 03-2008 To Establish the 2008 Permanent Appropriations. Bill Whidden moved to adopt the Resolution, was seconded by Bob Shook, and the motion passed unanimously by signature on the document.
- Presented Purchase Order 3-2008 in the amount of \$180.00 to Shipman, Dixon, and Livingston Co., L.P.A. for legal services rendered in December by Mr. Johnston regarding the Betty Charity property. (Then and Now Purchase Order). Bob Shook moved for the approval of the purchase Order and was seconded by Bill Whidden. The roll was called: Bob Shook - Aye; Bill Whidden - Aye; Sue Campbell - Aye.

**Communications:** The reports from the Troy and Covington Fire Departments will be filed. The February Grassroots Clippings, the Ohio BMV License Report and the various e-mails will also be filed. The various newsletters, brochures, and seminar announcements did not require action.

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

Neil Rhoades

- Responded to Carolynn McDougall's e-mail by cutting back some barbed wire along the bike path (along the Tow Path). He then called Fred McDougall to advise.
- Reported storm damage to the roofs of all three shelters at Barbee Park. He contacted Dan Dalton who will apply new shingles at no charge if the Township provides them. No objection was raised and the shingles will be ordered from Troy Lumber.
- Stated that water lines will be installed on North 25-A and will go up Lytle Road. Local traffic should be maintained. Bob Shook stated that the County will do what is best and hope this has only a minimal impact on Earhart Petroleum.
- Signed a contract with the Miami County Agricultural Society for storage of equipment between January and April of this year. The contract states that there will be no charge.

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#### Old Business:

##### Trustees:

Sue Campbell

- Followed up on the Ohio EPA Letter to the City of Dayton Waste Water Treatment Plant and was advised that sewage waste will be applied to the areas indicated on the maps that came with the letter.
- Contacted Kreig Smail from the Miami Soil & Water Conservation District regarding the flooding problems on North Forest Hill Road. Mr. Smail will talk with Dick Wagar from the Miami County Engineer's Office, but is willing to address the landowners about possible improvements. Sue Campbell and Neil Rhoades will make the preliminary contacts.

Bob Shook

- Spoke with Attorney Robert Johnston regarding the Betty Carity property (1705 North County Road 25-A). The Miami County Prosecutor is now in the process of transferring that property to the Ohio Department of Natural Resources and Mr. Johnston will follow up with ODNR and advise. The Park District, Conservancy District, and Miami Valley Regional Planning Commission have all been informed of the developments. Additionally, the Park District is planning a canoe launch at the Twin Arches and wants to know Concord Township's plans for the Carity property.
- Met with Bill Henne who dropped off a sample Township seal to be viewed on the side of a truck and behind the dais at the new building.
- Circulated a copy of the Miami Valley Regional Planning Commission Land Use Plan brochure.
- Completed the Storm Water II report for 2007 and integrated the County program into the Concord Township Report. He left it for review and it will be finalized at the next meeting.

Bill Whidden – None

#### New Business:

##### 1150 Horizon West Court:

1. Neil Rhoades reported that Double Jay Construction had submitted an estimate for a change order in the garage light switching in the amount of \$1,020.50. Bill Whidden moved the approval of the change order and was seconded by Bob Shook. In the discussion, Neil described the placement of the three additional sets of switches as at the entry from the offices, the southeast door, and the northwest door. The roll was called: Sue Campbell – Aye; Robert Shook – Aye; Bill Whidden – Aye.
2. John Schemmel from Ohio Valley Integration Services, Inc. (OVIS) addressed the Board regarding the telephone system, computer cabling, and security. He stated that the telephones at the building do not have a display screen, so caller ID would not be an option. He submitted a proposal for telephones and voice mail \$2243.00, cabling \$2126.00, security system \$2639.00 and stated that one year of alarm monitoring would be \$180.00. Bill Whidden asked Mr. Schemmel to consider a discount if all elements of the package were accepted. Bob Shook made a motion to accept the proposal at a cost to not exceed \$8,000.00. Bill Whidden seconded and the roll was called: Bob Shook – Aye; Bill Whidden – Aye; Sue Campbell – Aye. At that point, Bill Whidden made a motion to contract for monitoring at \$180.00 for the first year. Bob Shook seconded and the vote

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was recorded: Bill Whidden – Aye; Sue Campbell – Aye; Bob Shook – Aye. Mr. Schemmel will return with a comprehensive contract reflecting a discount.

3. Craig Hughes from My Office Design in Sidney came to see what furniture requirements he could fill. Bob Shook stated that five chairs are needed for the dais. After some discussion, it was decided that approximately 20 permanent chairs would be required with some matching storage chairs. Mr. Hughes reported that he does have the state bid on these chairs. Neil Rhoades and Bob Shook will make an appointment to go to the building with Mr. Hughes to assess the needs.

#### Trustees:

1. Sue Campbell
  - Circulated a sheet to update information for the revised Miami County Township Association book
  - Went to the Ohio Township Association winter conference and summarized the sessions she attended
2. Bob Shook – None
3. Bill Whidden – None

**Guests:** None

**Payments:** Bill Whidden made a motion to approve and pay January checks 18804 through 18841 and February checks 18842 through 18853. Checks 18833 through 18837 were voided due to a printer error.

**Adjournment:** No further business was presented and the meeting adjourned viva voce at 11:42 a.m. The next meeting will be on Tuesday, February 19, 2008 at 9:30 a.m.

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Robert Shook

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Sue Campbell

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William Whidden

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Patricia Quillen, Fiscal Officer

All formal actions of the Board of Trustees of Concord Township concerning and relating to the adoption of 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.