

# MINUTES

## CONCORD TOWNSHIP BOARD OF TRUSTEES

### REGULAR SESSION

Held: March 18, 2008

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The Board of Trustees of Concord Township convened in regular session from 9:30 A.M. to 10:49 A.M. in the Township Hall. Bill Whidden called the meeting to order. Robert Shook, Sue Campbell, and Bill Whidden were present. Also attending were Road Superintendent Neil Rhoades, Clerk Pat Quillen, and Richard Brinkman of 2330 North Forest Hill Road. Bill Whidden led the Pledge of Allegiance.

**Minutes:** Pat Quillen read the Minutes of March 5, 2008 and they were approved.

**Guest:** Richard Brinkman addressed the Trustees regarding standing water problems in the fields he farms. He stated that he lost fifteen acres of crop last year and requests a larger cross-culvert. He displayed a map of the area and pointed out his fields. Sue Campbell described her recent contact with the County Engineer's Office and their recommendations of larger side ditches. Bob Shook asked Mr. Brinkman to submit a letter specifying his request which will be presented to the Miami County Commissioners. An exemplar was provided.

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

Pat Quillen

- Distributed copies of the March 2008 Payment and Receipt Registers and the March 17 Fund Status Report;
- Reviewed the Engagement Letter from the Auditor of State for the audit of 2006 and 2007. Though it is dated February 26, it was not received until March 14;
- Reported an Estate Tax Notice from the estate of Richard E. Neal in the amount of \$15,906.53
- Submitted Purchase Order 4-2008 to the Auditor of State in the amount of \$6,000.00 for the 2006 - 2007 audit. Bob Shook moved to approve the Purchase Order and was seconded by Bill Whidden. The roll was called: Bill Whidden - Aye; Sue Campbell - Aye; Bob Shook - Aye.

**Communications:** The letter from Surdyk, Dowd, & Turner regarding Trafalgar Corp. vs. Concord Township will be filed, as will the Troy Fire Department Report, the Ohio BMV License Statistical Report, the March issue of *Grassroots Clippings*, and the e-mail from Kathy Tyler of the Dayton Daily News. The other items listed on the agenda were reviewed, but required no action.

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

Neil Rhoades

- Reported that Tom Favorite had backed into Rusty Gass on Stillwell Road on the afternoon of March 8, 2008 in a Level 3 snow emergency. He received a copy of the accident report this morning and will fax it to the insurance claims administrator. Other than that, the snow removal from that two-day storm went well. Bill Whidden expressed his concerns about the staff getting sufficient rest. On a related issue, Bob Shook suggested having the Township pay for DOT physicals administered through Upper Valley Medical Center Occupational Health. He offered to contact UVMC for a cost estimate and no objection was noted.
- Met with Terry Asphalt and Wagner Paving regarding the problems with the stone used on last summer's chip and seal project. Wagner will reapply the stone and make the job right.
- Has ordered a new wall map of the Township for the Horizon West Court building.
- Continued to investigate the cost of a Township flag. Award One gave a quote of \$160.00 each with a three flag purchase plus a \$50.00 set-up fee.

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#### **Old Business:**

- A. Petroleum Underground Storage Tank Regulations: Bob Shook reviewed their request for additional information. He gathered the past files of information and will contact the company that promised to bring the matter to a close.
- B. Horizon West Court Open House: Bill Whidden reviewed the opinion of Gary Nasal, Miami County Prosecutor, regarding the expenditure of public funds. In short, Mr. Nasal states that it is permissible to expend money for refreshments for the open house if a majority of the Board of Trustees votes that it is necessary to further a public purpose or public function. However, funds cannot be spent to join the Troy Area Chamber of Commerce since that organization does not enjoy the specific tax exempt status cited.
- C. Trustees:
- Bob Shook
- Contacted Troy Mayor Mike Beamish and the Miami County Commissioners' Office regarding the Storm Water II fee reflected on the water bill for Horizon West Court. A clerk from Safety and Service Director Patrick Titterington's office called Bob Shook to state that no parcel is exempt from the fee. Bob Shook verified that the County pays for its properties inside the limits of the City of Troy.
  - Met with Cintas regarding uniforms. A quote will be sent soon which will include uniforms, shop towels, mats, paper towels, etc.
  - Received two calls from Innovative Office Supply, one from Jason Winner and the second from his supervisor, inquiring if the Township had accepted the bid from My Office Design and Bob Shook replied affirmatively.

#### Sue Campbell

- Attended the recent Miami County Council meeting and reported on the discussion of flu epidemics, how to report smoking violations, and that the on-site sewage inspections will be 100% complete this year.
- Distributed copies of the Miami County Township Association Roster published this year and reported that the Miami County Park District presented a program to the Association at its first quarter meeting.
- Reviewed statutory requirements for changes in ditches, drains, and watercourses.

Bill Whidden reported a leak on the east side of the Horizon West Court building at the windows. Neil Rhoades will meet with Hemm Glass, Candace Goodall, and Westerheide Developers and report at the next meeting.

#### **New Business:**

Trustees:

Bob Shook - None

Bill Whidden - None

Sue Campbell - None

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**Guest:** Dick Brinkman confirmed the instructions regarding the letter to request a cross-culvert. He will submit a letter addressed to the Commissioners with a copy to the Township. Pat Quillen offered to help with copying.

**Payments:** Bill Whidden moved to approve and pay checks 18909 through 18928. Bob Shook seconded the motion. Votes were: Robert Shook, Aye; William Whidden, Aye; Sue Campbell, Aye.

**Adjournment:** There was no further business presented and the meeting adjourned viva voce at 10:49 a.m. The next meeting will be held Tuesday, April 1, 2008 at 9:30 a.m. at the Township Building

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Robert Shook

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Sue Campbell

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William Whidden

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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 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.