

# MINUTES

## CONCORD TOWNSHIP BOARD OF TRUSTEES

### REGULAR SESSION

Held: January 6, 2009

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The Board of Trustees of Concord Township met in regular session at 9:30 a.m. in the Township Building. Fiscal Officer Pat Quillen called the meeting to order and led the Pledge of Allegiance. The following members were present: Sue Campbell, Bill Whidden, and Robert Shook. Fiscal Officer Patricia Quillen and Road Superintendent Neil Rhoades were also present.

**Chairman for 2009:** Pat Quillen called for nominations for Chairman. Bob Shook nominated Bill Whidden and the nomination was seconded by Bill Whidden. Discussion: Sue Campbell stated that she would prefer that the chairmanship be a rotating position. She complained that Bill Whidden had been chairman for three years and she believes it should be her turn to chair. The roll was called and the votes recorded: Sue Campbell - Nay; Bill Whidden - Aye; Bob Shook - Aye.

**Vice Chairman:** Bill Whidden nominated Bob Shook for Vice Chairman and Bob Shook seconded the nomination. Discussion: Sue Campbell renewed her objection to the Chair and Vice Chair not being filled on a rotating basis. Votes were: Bill Whidden, Aye; Robert Shook, Aye; Sue Campbell, Nay.

**Minutes:** Pat Quillen read the minutes of December 31, 2008 and they were approved.

**Guests:** None

#### **Fiscal Officer's Report:**

Pat Quillen:

- Distributed copies of the December 31, 2008 interest receipts and the January 5, 2009 Fund Status Report
- Circulated the December 31, 2008 reconciled bank statement for Trustee signatures
- Presented the December 31, 2008 Inventory Report which will be sent to the County Engineer. Bob Shook made a motion to approve the Inventory Report and was seconded by Bill Whidden. The roll was called: Bob Shook - Aye; Sue Campbell - Aye; Bill Whidden - Aye
- Presented Resolution 2009-01 To Establish the 2009 Temporary Appropriations and Bill Whidden moved its adoption. Bob Shook seconded and the Resolution passed unanimously, as shown by signatures on the document. It will be submitted to the Miami County Auditor this week
- Presented Blanket Certificates 1-2009 through 42-2009 for normal expenditures in 2009. Bill Whidden made a motion to approve and sign the Blanket Certificates and was seconded by Bob Shook. The vote was recorded: Sue Campbell - Aye; Bill Whidden - Aye; Bob Shook - Aye

**Communications:** The Troy Fire Department report for December 2008 will be filed. The Miami Soil & Water Conservation District newsletter, an anonymous e-mail from Virginia inquiring about business permits, and the Stull Implement coupon brochure were circulated but not retained.

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

Neil Rhoades

- Received tickets to the Ohio Power Show in Columbus in early February and will plan to take Brandt for one day, weather permitting
- Has picked up 54 Christmas Trees as of this morning

#### **Old Business:**

##### Trustees:

Bill Whidden - None

Bob Shook

- Returned the signed Fire Contract with Tipp City for 2009, 2010, and 2011. It will be filed.
- Reported that he had advised Baird Funeral Home that Terry Saul was not indigent at the time of his death and suggested Baird's file a lien against his property at 1610 Peters Road

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Sue Campbell

- Asked Pat Quillen if she had found Bill Whidden's September 26, 2006 letter to the Miami County Prosecutor and the resulting Opinion. Pat Quillen replied that she had sent a request to the Prosecutor's office on December 16, 2008, but has not received a response.
- Inquired how much propane was left in the tank at the old building. Bob Shook replied that there was some left, but was not sure how much. Neil Rhoades stated that the building has been heated for almost a year since the last delivery.
- Wanted to know the status of insurance coverage on the old building. Bob Shook reported that there is fire coverage only.
- Submitted photographs from the Barbee Cemetery Dedication to be filed.

#### **New Business:**

- Meeting Schedule: Bill Whidden made a motion to continue having the Township meetings on the first and third Tuesdays of each month, follow the County Holiday Schedule, but change the meeting time to 10:30 a.m. Bob Shook seconded and the roll was called: Bill Whidden - Aye; Bob Shook - Aye; Sue Campbell opposed the meeting time, but was in agreement with the days and holiday schedule.
- Miami County Council: Bill Whidden appointed himself as the primary representative after Sue Campbell declined the appointment. Bob Shook will serve as the Alternate Representative to the Miami County Council.
- Miami Valley Regional Planning Commission: Bill Whidden nominated Bob Shook, the current Chair of that organization, to be the representative to the MVRPC. Bob Shook seconded and the roll was called: Bill Whidden - Aye; Bob Shook - Aye; Sue Campbell - Nay. Bill Whidden offered to serve as the Alternate Representative to the MVRPC and was seconded by Bob Shook. The votes were recorded: Bob Shook - Aye; Sue Campbell - Nay; Bill Whidden - Aye.
- Mileage Reimbursement: Bill Whidden recommended the mileage reimbursement be set at the Federal Rate at the time the expense is incurred. There was no discussion and no objection was heard.
- Travel and Meeting Expense: Bill Whidden made a motion to approve reimbursement of expenses not to exceed \$1,000.00 for elected officials and authorized employees to attend seminars and conferences. He added that he would be happy to evaluate additional requests for expenses on an as needed basis. Bob Shook seconded the motion and the roll was called: Sue Campbell - Nay; Bill Whidden - Aye; Bob Shook - Aye.
- Health Insurance: Bill Whidden made a motion to approve the continuation of the reimbursement program for health insurance premiums, not to exceed \$5,000.00, and the Township Group Life, Dental, and Vision Insurance for all employees, including elected officials. Bob Shook seconded the motion. Discussion: Sue Campbell asked if it would be a good time to increase the \$5,000.00 maximum and the two Trustees who take office next January would be eligible for the increase. Bill Whidden stated that he would like to review the history of the plan and look at the costs. Bob Shook stated that this very issue is a part of a legislative action currently moving through the Ohio State House and the issue may become moot later this year. No further discussion was heard and the vote was recorded: Bill Whidden - Aye; Bob Shook - Aye; Sue Campbell - Aye.
- Trustees:
  1. Bill Whidden - None
  2. Bob Shook - None
  3. Sue Campbell - Submitted registration forms and tax exemption certificates for the Ohio Township Association Winter Conference.

**Guests:** None

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**Payments:** Bob Shook made a motion to approve and pay January payroll checks 19610 through 19613. Bill Whidden seconded. Votes were: Robert Shook, Aye; Sue Campbell, Aye; Bill Whidden, Aye.

**Executive Session:** At 10:06 a.m., Bill Whidden made a motion to go into Executive Session to discuss personnel issues. His motion was supported by Bob Shook and the roll was called: Votes were: Sue Campbell, Aye; Bill Whidden, Aye; Robert Shook, Aye.

**Close Executive Session:** At 10:59 a.m., Bill Whidden made a motion to close the Executive Session and was seconded by Bob Shook. Votes were: Bill Whidden, Aye; Robert Shook, Aye; Sue Campbell, Aye.

**Personnel Issues:** Bill Whidden made a motion to create the position of Assistant Road Superintendent and authorize Neil Rhoades to offer it to Brandt Miller. Bob Shook seconded and the roll was called. Votes were: Robert Shook, Aye; Sue Campbell, Aye; Bill Whidden, Aye. Additionally, Bill Whidden moved to increase Brandt Miller's pay to \$15.00 per hour and Neil Rhoades' compensation to \$25.00 per hour. Bob Shook seconded and the vote was taken: Sue Campbell - Aye; Bill Whidden - Aye; Bob Shook - Aye.

Bill Whidden made a motion to approve the Salary-Wage Guidelines submitted for the Trustees' review at the start of the Executive Session and append them to the Minutes of this meeting. Bob Shook seconded that motion and the votes were recorded: Bob Shook - Aye; Sue Campbell - Aye; Bill Whidden - Aye.

**Adjournment:** With no further business being brought forth, the meeting adjourned viva voce at 11:17 a.m. The next meeting will be held on Tuesday, January 20, 2009 at 10:30 a.m. in the Township Building.

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Robert Shook

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Sue Campbell

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Bill 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.