

MINUTES
CONCORD TOWNSHIP BOARD OF TRUSTEES
REGULAR SESSION
NOVEMBER 14, 2018

The Concord Township Board of Trustees met in regular session on Wednesday, November 14, 2018 in the Township Building. Bill Whidden called the meeting to order at 10:00 a.m., led the Pledge of Allegiance, and the roll was called. Trustees Tom Mercer, Bill Whidden, and Don Pence were present. Fiscal Officer Pat Quillen was also present, but Road Superintendent Neil Rhoades was out on leaf collection.

Minutes: Don Pence made a motion to approve the Minutes of October 24, 2018 as distributed. Tom Mercer supported the motion and all three Trustees signed in favor.

Guests: Miami County Sheriff's Deputy Mike Whaley stated that he had nothing much to report. Tom Mercer received a call complaining of speeding on Washington Road north from Eldean Road and Deputy Whaley will notify the Sheriff's Office of that call. Deputy Whaley stated that the two MCSO reports on the Junk Vehicle and Littering complaints have been finalized and the issues resolved.

Fiscal Officer's Report: Pat Quillen

- Distributed copies of the October Receipt and Payment Registers and the November Receipt and Payment Registers
- Provided the November 13, 2018 Fund Status Report
- Circulated the October 31, 2018 reconciled Bank Statement for Trustee signatures
- Submitted the 2019 renewal documents to the Ohio Township Association Risk Management Authority (OTARMA)
- Has begun preparing the 2019 Temporary Appropriations

Communications: The Trustees reviewed the items listed on the Agenda. The Troy Fire Department report for October, 2018 will be filed. Don Pence noted that the "save the date" announcement about the Miami County Township Association Christmas Dinner was missing and he provided that information to Tom Mercer and Bill Whidden, adding that the dinner will be held at the Bravo Room in the Hobart Arena. The four proposed zoning map amendments were reviewed. None of the other items required action and none was retained.

Road Superintendent's Report: Neil Rhoades and the staff are continuing with Leaf Collection

Old Business:

- A. Miami County Engineer's Invoice for 2018 Paving: Don Pence spoke with Miami County Engineer Paul Huelskamp, P.E., P.S. about the difference between the bid prices and the actual invoice charges. Paul Huelskamp was aware of the \$9,421.60 extra charge to add asphalt around the manholes and meter pits on Countryside Drive South even though that road had been milled to avoid such problems. Paul Huelskamp stated that the representative from his office who is on the job site at all times had made the decision without consulting with Concord Township officials or requesting a change order. Because of that, Paul Huelskamp offered to decrease the invoice by that amount and have the County assume the additional obligation. The Trustees discussed the issue and decided that work needed to be done. Tom Mercer made a motion to pay \$4,500.00 toward the increase and was seconded by Bill Whidden. Discussion: Don Pence stated that it might be cleaner to just split the disputed amount. With that, Tom Mercer rescinded his original motion and then moved to split the extra cost for the manholes with the Miami County Engineer. He was supported by Bill Whidden and the roll was called: Bill Whidden – Aye; Don Pence – Aye; Tom Mercer – Aye. Bill Whidden asked Don Pence to contact the Miami County Engineer's Office and request an adjusted invoice.
- B. Creekwood Drive Site Visit: At the close of the last meeting the Trustees went out to view the lower end of Creekwood Drive with Neil Rhoades. They noted that the outflow is overgrown and silted. Tom

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Mercer stated that when he last he heard, homeowner Mark Schoewe had been in contact with the County and Tom Mercer would like to wait and see what the County does. At a later time, perhaps the Township could provide some help with large equipment and with the application of rip rap to the sides of the creek. However, it does not appear that a backflow regulator would be effective.

- C. Storm Water: Tom Mercer will attend the upcoming 3rd Generation Stormwater Management Plan meeting at Union Township and will ask if the information sent out in the ValPak Coupons meets the educational requirement.

New Business:

- A. Personnel Policies and Procedures Manual – Proposed Amendments: Don Pence described three items that our insurance carrier’s loss control contractor had recommended. They are Job Descriptions, Driving Rules and Regulations, and Cell Phone Safety. Don Pence took the information provided by KLA Risk Management and drafted amendments for our Personnel Policies and Procedures Manual and went over them individually. Bill Whidden and Tom Mercer offered change suggestions which Don Pence incorporated into his draft. The final draft will be presented as a Resolution to amend the Manual at a future meeting.
- B. Signage on Woodlawn Drive: A request was received for a sign to advise drivers that a blind child lives on Woodlawn Drive. The Miami County Engineer does not recommend such signage, noting that it gives people a false sense of security. The Engineer’s Office stated that the Ohio Department of Transportation does not provide signage of that type. A reply will be given to the person who asked for it.
- C. DP&L Transmission Lines: Don Pence, Bill Whidden, and Neil Rhoades attended the DP&L information event last week. There is nothing definite yet about the placement of poles and lines, but preferred and alternate routes were shown. Some Pioneer Rural Electric poles are in place, so the DP&L poles would have to be on the other side of the roadway. There will be more information made available later.

Guests: None

Payments: Bill Whidden made a motion to approve and pay Charges 310- through 326-2018 and Warrants 24758 through 24771. Don Pence supported the motion and all three Trustees signed the warrants.

Adjournment: No further business was presented and the meeting adjourned by acclamation at 11:15 a.m. The next meeting will be held on Wednesday, November 28, 2018 at 10:00 a.m.

Bill Whidden

Donald D. Pence

Thomas N. Mercer

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.