

MINUTES
CONCORD TOWNSHIP BOARD OF TRUSTEES
REGULAR SESSION
JANUARY 14, 2025

The Concord Township Board of Trustees met in Regular Session at 10:00 on Tuesday, January 14, 2025. Fiscal Officer Pat Quillen called the meeting to order, led the Pledge of Allegiance, and called roll. Trustees Tom Mercer, Neil Rhoades, and Don Pence were present. Road Superintendent Brandt Miller was also present.

Nominations for Chairman and Vice Chairman: Tom Mercer nominated Don Pence for Chairman and was seconded by Neil Rhoades. All three Trustees voted in favor. Tom Mercer nominated Neil Rhoades for Vice Chairman and was supported by Don Pence. Again, the vote was unanimously in favor.

Minutes: Tom Mercer made a motion to approve the Minutes from the meeting of December 10, 2024 as distributed. He was seconded by Neil Rhoades and all three Trustees signed in acceptance.

Guests: None

Fiscal Officer's Report: Pat Quillen

- Distributed copies of the December Receipt and Payment Registers and the December 31, 2024 Fund Status Report
- Provided the December 31, 2024 Revenue Status and Appropriation Status Reports
- Distributed copies of the January Payment Register and the January 13, 2025 Fund Status Report
- Circulated the reconciled Bank Statement of December 31, 2024 for Trustee signatures

Don Pence distributed copies of his report of 2024 Total Revenues Received vs. Expenses Paid for all funds. In the brief discussion, Don Pence commented on the amount of interest received and Tom Mercer noted that the Lighting District Funds are trim and are not holding excess amounts.

Communications: The following item will be filed: The Troy Fire Department Report for December 2024. A letter from the Miami County Engineer was received late yesterday in which the date was set for the Annual Certification of Highway Mileage. Neil Rhoades and Don Pence will attend that meeting on February 12, 2025 at 8:30 a.m. None of the other items listed on the Agenda will be retained.

Road Superintendent's Report: Brandt Miller

- Is continuing work on equipment maintenance
- Has done some deep cleaning around the shop
- Plowed snow recently, two full clean ups and drifting snow
- Replaced the plow lift cylinder on the International 7400
- Reported that the home owner trimmed the bush at 3365 Peebles Road
- Will continue Christmas Tree pick-up until January 20
- Reported that they will need to replace the hydraulic line on the International Harvester Dump Truck

Neil Rhoades reported a call from the Steve Hamman residence about a pothole on Barnhart just south of State Route 718. The Road Crew applied cold patch.

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Brandt Miller reported that the new section of Windmere is much wider than the old and he asked the Miami County Engineer's Office about installing some reflectors at the edges of the new pavement.

Old Business:

- A. Concord Debris Management and Disaster Recovery Plan: Don Pence stated that his initial goals have been accomplished to date, but he would like to bring this issue to the fore again and get a detailed plan in place. He will call Joel Smith, the Miami County Emergency Management Agency Director.
- B. Swailes Road Speed Study: No report
- C. Fenner Farms Lighting District: Don Pence received the contract from Pioneer Rural Electric and noted that it has no effective dates. Don Pence will follow up with Miami County Prosecutor Chief Civil Assistant Chris Engler to make revisions.
- D. Emerson Crossing Final Construction Release December 3, 2025: No report at this time.
- E. Miami County Comprehensive Plan: Don Pence received the Phase 2 Engagement Summary and reviewed it briefly.

New Business:

- A. Set the Township Meeting day and time for the second Tuesday of each month at 10:00 a.m.
- B. Committee Appointments
 - Miami County Council: Representative Don Pence; Alternate Tom Mercer
 - Debris Management and Mitigation Committee: Don Pence and Neil Rhoades, Co-Chair
 - Stormwater Management: Representative Brandt Miller; Alternate Tom Mercer
 - Miami County Comprehensive Plan Update: Don Pence and Neil Rhoades, Representatives
- C. Approve Mileage reimbursement at the rate published by the IRS at the time the expense is incurred
- D. Approve reimbursement of expenses for elected officials and authorized employees to attend seminars and conferences
- E. Approve continuation of Group Life, Dental, and Vision Insurance (available to all elected officials and full-time employees)
- F. Approve 2025 Membership in the Ohio Township Association and Miami County Township Association for Elected Officials and the Road Superintendent

Don Pence made a motion to approve New Business items A through F as one item. Tom Mercer supported the motion and the roll was called: Don Pence – Aye; Tom Mercer – Aye; Neil Rhoades – Aye.

- G. **Resolution 2025-01:** To Establish Speed Limits on the Roads of Emerson Crossing Section One and Fenner Farms: Neil Rhoades made a motion to approve the Resolution which sets the speed limit at 25 mph. Tom Mercer seconded the motion and all three Trustees signed in favor of the Resolution. Pat Quillen will submit one copy to the Miami County Engineer's Office.
- H. **Resolution 2025-02:** To adopt a Policy for the Utilization of Electronic Funds Transfers. Don Pence moved to adopt the Resolution and was supported by Tom Mercer. All Trustees voted in favor by signature.

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- I. **2025 Purchase Orders and Blanket Certificates:** Tom Mercer moved to approve and sign Blanket Certificates 1-2025 through 12-2025 and Purchase Orders 1-2025 through 15-2025. Neil Rhoades seconded the motion and all of the documents were signed in favor.

Payments: Don Pence made a motion to approve all December Warrants and Charges and was seconded by Tom Mercer. The motion carried unanimously and all Trustees signed the listing of Warrants 25115 through 25119 and Charges 530-2024 through 576-2024

Newsletter/Social Media: No report.

Adjournment: The meeting adjourned viva voce at 10:49 a.m. The next meeting will be held on Tuesday, February 11, 2025 at 10:00 a.m. in the Township Building.

Thomas N. Mercer

Neil E. Rhoades

Donald D. Pence

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.