

CONCORD TOWNSHIP BOARD OF TRUSTEES

MINUTES

FEBRUARY 11, 2025

The Concord Township Board of Trustees met in Regular Session on Tuesday, February 11, 2025. Don Pence called the meeting to order at 10:00 and led the Pledge of Allegiance. Trustees Neil Rhoades and Don Pence were present. Tom Mercer was out of town, but called in on speaker phone to hear the proceedings. Fiscal Officer Pat Quillen and Road Superintendent Brandt Miller were also present.

Minutes: Neil Rhoades made a motion to approve the Minutes of January 14, 2025 as distributed. He was seconded by Don Pence and both Trustees signed in acceptance.

Guests: Troy Fire Department Assistant Chief Don Pemberton said he had nothing special to report. He stated that there were a few accidents due to the weather and other standard problems.

Fiscal Officer's Report: Pat Quillen

- Distributed copies of the January Receipt and Payment Registers and the January 31, 2025 Fund Status Report
- Circulated the reconciled Bank Statement of January 31, 2025 for Trustee signatures
- Presented the January 2025 Payment Register (which included Warrants 25120 - 251245 and Charges 1-through 46-2025) for approval by the Trustees. Don Pence made a motion to accept the report and was seconded by Neil Rhoades. Both Trustees signed the document in favor.
- Provided the February 2025 Payment Register and February 7, 2025 Fund Status Report
- Distributed copies of the February 5, 2025 Appropriation Status Report and noted that the Permanent Appropriations are due to the Miami County Auditor in March. After a brief review, the Temporary Appropriations were deemed sufficient for current expenses and will be converted to Permanent Appropriations by Resolution at the meeting on March 11.

Communications: The following item will be filed: The Troy Fire Department Report for January 2025, the Annexation Petition from David Paul Smith, the letter from the Miami County Board of Elections asking for confirmation of information on the elected officials, the copy of an email Peter Zelnick sent to the City of Troy Engineer on February 3, and multiple cards and notes of thanks from residents to the crew in late 2024 and early 2025. None of the other items listed on the Agenda will be retained.

As a result of the email from Peter Zelnick, Don Pence and Neil Rhoades met with City of Troy Engineer Jill Rhoades and other City officials regarding the drainage in the new development in the southwest corner of Nashville Road and State Route 55. The Trustees were assured that the developer would be improving the water flow as the project continues and described the way the water will flow east.

Road Superintendent's Report: Brandt Miller

- Continues work on equipment maintenance
- Visited the Greene County Highway Department and Xenia Township to see their mower set-ups
- Received the paving packet from the Miami County Engineer's Office
- Is taking inventory of the reflective strips on sign posts, replacing as needed and adding new ones
- Is still working on the deep cleaning around the shop
- Noted that Jackson Bennet from Planning & Zoning has a written opinion about chickens and will provide a copy of that information soon

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- Is compiling information on the prices of backhoe tires
- Signed up for an OTA webinar about an Amazon Prime Business Account and it will be tomorrow at noon
- Stated that the County Engineer's Office installed reflectors to mark Windmere where the new pavement is wider than the old section
- Compiled the annual Stormwater statistics:
 - Leaves: 116 loads (2723 yards)
 - Brush: 163 loads (815 yards)
 - Salt: 22 tons
 - Salt/Grits Mix: 30 tons
 - Christmas Trees: 46
 - Catch Basins checked and cleaned if needed: 384

Neil Rhoades asked Brandt Miller to remove the rings from manholes and meter pits before milling a road in order to save a considerable amount of money.

Don Pence asked about the disposal of the 30-year-old Case tractor-mower in the event that a new tractor is purchased. He suggested selling it through GovDeals if it is not traded in. Neil Rhoades offered to contact Steve Zell, a local seller of such equipment, for his opinion. Brandt Miller will investigate GovDeals.

Old Business:

- A. Concord Debris Management and Disaster Recovery Plan: No Report
- B. Swailes Road Speed Study: No report
- C. Fenner Farms Lighting District: Don Pence wrote to Chris Englert at the Miami County Prosecutor's Office to ask for assistance in addressing the lack of effective dates in the contract from Pioneer Rural Electric. Chris Englert called and said he will draft a one paragraph addendum to the contract and send it. The contract should reflect a start date of January 1, 2026 and be in effect for two years.
- D. Emerson Crossing Final Construction Release December 3, 2025: Tom Mercer stated that the Trustees will follow up this spring with the developer about the concerns in the subdivision.
- E. Miami County Comprehensive Plan: Don Pence will attend the next Phase meeting on February 20.
- F. AED Quotation: The purchase of an AED for approximately \$1900 has been added to the Capital Plan

New Business:

- A. Purchase Documents:
 - **Purchase Order 16-2025:** A Then and Now Purchase Order to cover the 2024 Year End Legal Notice in the Miami Valley Sunday News on January 12, 2025, \$60.91
 - **Purchase Order 17-2025:** To the City of Troy for the 2025 Fire and EMS Contract, \$598,985.00
 - **Blanket Certificate 13-2025:** For all other advertising expenses in 2025, \$500.00Don Pence moved to approve the three purchase documents and was supported by Neil Rhoades. Both Trustees signed in favor.
- B. Annual Certification of Highway Mileage: Neil Rhoades reported that he and Don Pence will go to sign at the Miami County Engineer's Office tomorrow morning at 8:30 a.m.

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- C. Ditch Spraying: Neil Rhoades received two calls from vendors offering to spray the ditches for weeds. He stated that he believes that the Township mows frequently enough that weeds do not become a problem and Brandt Miller concurred. Neil Rhoades will contact the vendors to decline their offers.

Referrals:

- Trailer on Blossomwood Court at Broken Woods Drive: Tom Mercer contacted Capt. Tom Wheeler at the Miami County Sheriff's Office. He sent a deputy to the site and the trailer was moved the next day.
- Tom Mercer received a request from photographer Rob Winkle to photograph the Eldean Bridge after 11:00 p.m. some evening. Tom Mercer contacted Capt. Wheeler who then consulted with the Miami County Engineer. The request was granted and Capt. Wheeler asked Mr. Winkle for a day or two notice so that he could notify the patrol deputies.

Sign Warrants: Don Pence made a motion sign Warrants 25124 through 25127. Neil Rhoades seconded and the Trustees signed the payments.

Newsletter/Social Media: Tom Mercer contacted William Smith regarding the comments section on the social media. Tom Mercer also stated that he plans to have a posting in early March announcing that Brush Pick-Up will begin on March 25.

Adjournment: The meeting adjourned at 10:43 a.m. on a motion and second by Neil Rhoades and Don Pence. The next meeting will be held on Tuesday, March 11, 2025 at 10:00 a.m. in the Township Building.

ABSENT

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.