

CONCORD TOWNSHIP BOARD OF TRUSTEES

MINUTES

MARCH 11, 2025

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

Minutes: Neil Rhoades made a motion to approve the Minutes of the Special Meeting held on February 19, 2025. He was seconded by Don Pence and both Trustees signed in acceptance.

Guests:

Troy Fire Department

- Troy Fire Department Assistant Chief Don Pemberton distributed copies of the February Report, noting that there were two small fires, one in a vehicle and the other a grass fire. He reported that the Troy Fire Department Ambulance service is back at UVMC, but the new five-year agreement will have no impact on Concord Township. A separate category will appear on the monthly report and this agreement will not change the formula for the Township contract.
- Tom Mercer stated that our Fire Levy will be coming up in 2026. Troy Fire Chief Matt Simmons will begin forecasting work and will return with rough numbers for the May meeting. Matt Simmons also reported that his Department is facing labor shortages because there are not many paramedics available. He noted that this is a common problem in this area.
- Tom Mercer is working on the acquisition of an AED, an item that is on the proposed Capital Plan for 2025. Don Pemberton will get the final price and Tom Mercer will order it.
- Chief Simmons commented on the Open Burning Ban published in the paper last week. He stated that this ban was issued by Ohio Department of Natural Resources.
- Don Pemberton reported that Troy City Schools will be breaking ground for the new school soon.

Phyllis Moore, 1750 Greenbriar Drive, came to inquire about the proposed extension of Barnhart Road from Swailes Road to Monroe-Concord that she learned about at the Troy Mayor's Office recently. Don Pence replied that this would be a County or State project and is probably on a list of projects that are years into the future.

Fiscal Officer's Report: Pat Quillen

- Distributed copies of the February Receipt and Payment Registers and the February 28, 2025 Fund Status Report
- Circulated the reconciled Bank Statement of February 28, 2025 for Trustee signatures
- Presented the February 2025 Payment Register (which included Warrants 25125 - 25128 and Charges 47- through 92-2025) for the signatures of the Trustees.
- Provided the March Payment Register (Charges 93- through 103-2025 and Warrants 25129-25130) and the March 10, 2025 Fund Status Report
- Noted that the 2025 competitive bidding threshold is \$77,250, up from \$75,000 in 2024

Communications: The following item will be filed: The Troy Fire Department Report for February 2025 and the email inquiry and response related to electric aggregation. None of the other items listed on the Agenda will be retained.

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Road Superintendent's Report: Brandt Miller

- Met with John Deere and Kalida Truck to go over the tractor recently purchased
- Installed additional strobe lighting to the John Deere 5425 and the backhoe to help with visibility
- Continued winter maintenance on the shop and equipment
- Attended the Amazon Prime Business webinar sponsored by the Ohio Township Association and was discussed at the last meeting. Since Concord Township already had an Amazon account, the webinar walked him through the transition to a Business Prime Account
- Had new rear tires installed on the backhoe in preparation for brush pick up and other projects
- Had JT Truck & Tractor install a new water pump in the 2007 International 7400 truck
- Plowed snow from February 16 – 18
- Submitted the 2025 Paving Packet to the Miami County Engineer's Office
- Filled areas where pot holes were beginning to form with cold patch
- Received a call from a resident of Merrimont Drive who reported mud and rocks in a long line south from Lincolnshire. Brandt Miller called Frank Harlow, the developer of Stonybrook, and asked him to remind his contractors to use the construction entrance. The Township crew went out to clean up the material that had fallen

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 received the addendum to the contract with Pioneer Rural Electric that specifies the contract dates as January 1, 2026 to December 31, 2027. He made a motion to approve the amended contract and was seconded by Tom Mercer. The roll was called: Tom Mercer - Aye; Neil Rhoades – Aye; Don Pence – Aye. Don Pence will sign and convey the document to Todd Garrett at Pioneer Electric.
- D. Emerson Crossing Final Construction Release December 3, 2025: Brandt Miller will contact the Miami County Engineer's Office for an update.
- E. Miami County Comprehensive Plan: Don Pence attended the recent steering committee meeting. Some data points were questioned and the consultants are back at the drawing board.

New Business:

- A. Purchase Documents:
 - **Purchase Order 20-2025:** A Then and Now Purchase Order to Wells Electric for the October 15, 2024 maintenance service on the Generator. The invoice was postmarked February 19, 2025.
 - **Purchase Order 21-2025:** A Then and Now Purchase Order to Premier Occupational Health for a DOT Drugs Screen and flu vaccination in November and December of last year. The invoice date was February 5, 2025.

Tom Mercer moved to approve the purchase documents and was supported by Neil Rhoades. All three Trustees signed in favor.
- B. **Resolution 2025-05** To establish the 2025 Permanent Appropriations was introduced by Don Pence who moved for its adoption. Neil Rhoades supported the motion. All three Trustees voted yes by signature.

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- C. 2025 Capital Plan: Don Pence noted that the Township has paved 13.675 miles of road (out of 36.496) in the past ten years at an approximate cost of \$1,923,000.00. He reviewed the items on the Capital Plan:
- 1.18 miles of road pavement for about \$280,000.00
 - John Deere Tractor and Mower for \$208,413.27, a portion of which will be offset by the sale of the 1997 Case Tractor-Mower when the new equipment arrives
 - An AED for approximately \$1,900.00

Don Pence made a motion to approve the 2025 Capital Plan and was supported by Tom Mercer. The roll was called: Neil Rhoades – Aye; Don Pence – Aye; Tom Mercer – Aye.

Referrals:

- Tom Mercer received a call from a local nursing home regarding a decedent that no one would come to pick up. The nursing home is not in the unincorporated portion of Concord Township and he did not live here. A funeral home eventually collected the man's body. Assistant Fire Chief Pemberton commented on the case and similar situations.
- Neil Rhoades worked with residents on Broken Woods Drive to remove two storage pods from their driveway and the matter was resolved in two days.

Sign Warrants: Don Pence made a motion sign Warrants 25128 through 25130. Tom Mercer seconded and the Trustees signed the Warrants. The Trustees also signed the list of February payments and charges.

Newsletter/Social Media:

- Tom Mercer noted that a notice about Brush Pick-Up beginning on March 25 has been posted.
- The City of Troy and Miami County are working on ways to put out news bulletins quickly and Neil Rhoades reported that the Miami County Commission had a meeting on this issue.
- There are still some problems with the “Comments” sections on our media sites. Tom Mercer will continue to work with William Smith to resolve the issue
- In response to a comment from the Trustees, Brandt Miller reported that he can see that the Township has 185 Facebook Followers and 55 Instagram followers.

Adjournment: The meeting adjourned at 10:47 a.m. on a motion and second by Tom Mercer and Don Pence. The next meeting will be held on Tuesday, April 8, 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.