

# CONCORD TOWNSHIP BOARD OF TRUSTEES

## MINUTES

### JULY 8, 2025

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The Concord Township Board of Trustees met in Regular Session on Tuesday, July 8, 2025. Don Pence called the meeting to order at 10:00 a.m. and led the Pledge of Allegiance. Trustees Neil Rhoades, Don Pence, and Tom Mercer were present. Road Superintendent Brandt Miller and Fiscal Officer Pat Quillen were also present.

**Open Sealed Bids for 1997 Case Tractor/Mower:** Only one bid was received. Don Pence opened the envelope and read that Steve Zell Farm Equipment, Inc. had submitted a bid for \$9,050.00. Tom Mercer made a motion to accept the bid and was supported by Neil Rhoades. The roll was called: Don Pence – Aye; Tom Mercer – Aye; Neil Rhoades – Aye. Neil Rhoades will contact Steve Zell later today.

**Minutes:** Tom Mercer made a motion to approve the Minutes of June 10, 2025 as distributed and was seconded by Neil Rhoades. All three Trustees signed the Minutes in acceptance.

#### **Guests:**

- Troy Fire Department Chief Matt Simmons reviewed the June Fire Department Report. His department contacted Miami County Adult Protective Services to assess a resident who calls frequently. He reported that there were no fireworks problems in Concord Township, but they did cause one fire in the City of Troy. Tom Mercer noted that we had received the AED and asked Chief Simmons if his staff would be able to conduct a training session after a meeting in the next few months. Chief Simmons will check with his trainers and get back to us with a date.

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

- Distributed copies of the June Receipt and Payment Registers and the June 30, 2025 Fund Status Report
- Provided the June 30, 2025 Revenue and Appropriation Status Reports
- Circulated the reconciled Bank Statement of June 30, 2025 for Trustee signatures and presented the June 2025 Payment Register (Warrants 25140 – 25144 and Charges 238- through 285-2025) for approval by the Trustees. Neil Rhoades made a motion to accept the Bank Reconciliation and June Payment List and was seconded by Tom Mercer. All three Trustees signed both documents in approval.
- Provided the July Payment Register and the July 7, 2025 Fund Status Report
- Reported that all crew member driver abstracts have been received with no findings

**Communications:** The Troy Fire Department Report for June 2025 will be filed; the emails from a resident regarding UTVs (Tom Mercer responded) and another inquiring the date and time of Trustee Meetings (Pat Quillen responded) will be filed; an email from Ohio Public Works Commission announcing site visits to Barbee Park and 1077 North County Road 25-A was copied and one copy will be placed in each of the real estate files for those parcels; Don Pence suggested that the Board apply to the Ohio Department of Commerce's 2026 Cemetery Grant Program to restore the historical information signs at Thomas Cemetery (and there was no objection to his moving forward on this). None of the other items listed on the agenda will be retained.

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

- Finished the June Brush Pick-Up with a total of 20 loads collected
- Repaired a hole in the pavement on Hillcrest Drive
- Trimmed the line-of-sight shrubbery at the corner of Windmere and County Road 25-A. Tom Mercer commended Brandt Miller and the crew for acting so quickly on this issue and the Hillcrest Drive pavement problem.
- Had a new wheel installed on the John Deere 5425 Tractor
- Worked with the City of Troy to have a speed limit sign installed at the entrance of Edgewood Drive
- Continues to DuraPatch
- Is preparing to begin the next round of ditch mowing
- Trimmed back the overgrown brush at 685 North County Road 25-A
- Met with Chris Weethee from the City of Troy to discuss the ditch conditions on Lytle Road at Dorset Road
- Reported that the crew will be assisting with the River Clean Up on July 18. Don Pence thanked them for this work.
- Sealed the cracks in the Township parking lot
- Repaired a catchbasin wall on Conwood Drive
- Reported that the four shelters at Eldean and Barbee Parks need maintenance, perhaps roofs and new fascia. The pavement at Barbee Park has deteriorated and though they can DuraPatch for now, it will need to be resurfaced soon. Don Pence will consider adding the shelters and driveway to the Capital Projects list for 2026.

Neil Rhoades commended Brandt Miller and the crew for going out to collect brush on Seneca Drive after a storm. Brandt Miller reported that he had to decline a request for a special brush pick-up on Thornwood Court last week.

#### **Old Business:**

- A. Concord Debris Management and Disaster Recovery Plan: No Report
- B. Swailes Road Speed Study: No Report
- C. **Resolution 2025-03** To Adopt the 2026 Tax Budget: Don Pence reported that the Public Hearing was properly advertised and conducted. Don Pence made a motion to adopt the Resolution and was seconded by Tom Mercer. Two copies were signed in unanimous acceptance and will be conveyed to the Miami County Auditor later today.
- D. Emerson Crossing Final Construction Release December 3, 2025: No report except that Assistant Miami County Engineer Britt Havenar told Brandt Miller that there is no timeline to be met.
- E. Internet Service: Spectrum Internet and Telephone service was installed yesterday. Our in-house phones did not have to be changed.
- F. AED Update: Covered with Troy Fire Department Chief Simmons earlier in the meeting.
- G. **Resolution 2025-08** To Participate in the Agreement Between the Board of Miami County Commissioners and John R. Jurgensen Company for Asphalt Concrete Resurfacing of Designated Roads and the Contract with Jurgensen was introduced. Don Pence made a motion to accept the bid of \$300,225.00 and was seconded by Neil Rhoades. All three Trustees signed

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in favor of its adoption. Copies will be sent to John R. Jurgensen Company and the Miami County Engineer's Office.

- H. Miami County Building Demolition and Site Revitalization Program: Don Pence submitted a Blight Certification form for 2352 and 2336 North County Road 25-A near Eldean Road.

#### **New Business:**

- A. **Purchase Order 23-2025** In the amount of \$109.00 to the City of Troy to complete the encumbrance necessary for the 2025 Fire and EMS Contract: Tom Mercer moved to approve and was seconded by Neil Rhoades. All three Trustees signed the document in favor.
- B. **Purchase Order 24-2025** in the amount of \$4,800.00 to Westnetmedia for the website and social media contract that runs from July 2025 to July 2026: Tom Mercer made a motion to renew for the one-year term and was supported by Neil Rhoades. All three Trustees signed in favor.
- C. **Resolution 2025-04** To Levy Special Assessment for the Swailes Run Lighting District for Tax Years 2025 and 2026 was presented. There will be no increase in the assessment during these years. Tom Mercer made a motion to approve the Resolution and was seconded by Neil Rhoades. All three Trustees signed two copies, one of which will be conveyed to the Miami County Auditor.
- D. Rumpke Service Agreement: The refuse service agreement is up for renewal. The monthly cost for every-other-week service will increase from \$94.45 to \$99.64. Tom Mercer made a motion to enter into the three-year agreement and was seconded by Neil Rhoades. The roll was called: Tom Mercer – Aye; Neil Rhoades – Aye; Don Pence – Aye.
- E. Staunton Township request for roadside brush trimming: Neil Rhoades reported that the Staunton Township Trustees asked if the Concord crew could trim honeysuckle on Polecat Road. Brandt Miller went out to look at the growth and said it looked pretty straightforward. The question of charges arose and Brandt Miller will look at past rates and have that information ready for the August meeting. The issue was tabled until next month.
- F. Request to use Eldean Covered Bridge Park as a stop on the Tour De Donut bicycle event on August 23, 2025: Tom Mercer received an email asking if the Park could be used again this year. There were no objections. Tom Mercer will contact the requester with the Board's approval.

**Referrals:** None

**Sign Warrants:** Don Pence made a motion to approve Warrants 25142 through 25146 and was seconded by Neil Rhoades. All three Trustees signed in approval.

**Newsletter/Social Media:** No report.

**Guests:** Mary Louise Boss of 2146 Fiesta Drive thanked the Trustees for their past help with zoning issues and for their current attention. She described another detached garage accessory

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structure under construction in the side yard of a home in her subdivision. She stated that permits were issued by the Building Department after receiving a zoning certificate. She described potential outcomes from litigation and only wants to preserve the integrity of the neighborhood where she lives. She distributed copies of a summary of her comments.

Jerry Pulfer of 2184 Fiesta Drive informally polled the Trustees on their assessment of the Zoning Department actions. Neil Rhoades stated that very few people want to see pole barns in the side yards of their residential neighborhood. Don Pence said that Zoning has no way to stop these buildings under the current regulations. Tom Mercer expressed his hope for improvement, but stated that the Township Trustees cannot change zoning rules. Jerry Pulfer said that he believes the Trustees have more influence than they think.

William Boss of 2146 Fiesta Drive stated that it has been seven months since they submitted their request to the Miami County Commissioners on this issue and have not received a reply. He asked if a follow-up contact from the Trustees might be in order. Tom Mercer will reply to Bill Boss regarding the next steps, but stated again that the Miami County Commissioners have oversight of the Planning and Zoning Departments and that the Township Trustees have no authority. Don Pence suggested the Merrimont subdivision organize a Homeowners Association (HOA), but Jerry Pulfer replied that 100% participation would be required, so that plan has a zero chance of success.

**Adjournment:** The meeting adjourned at 11:20 a.m. on a motion and second by Tom Mercer and Neil Rhoades. The next meeting will be held on Tuesday, August 12, 2025 at 10:00 a.m. in the Township Building.

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Neil E. Rhoades

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Thomas N. Mercer

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Donald D. Pence

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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 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.