

# CONCORD TOWNSHIP BOARD OF TRUSTEES

## MINUTES

### OCTOBER 14, 2025

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

**Minutes:** Neil Rhoades made a motion to approve the Minutes of September 9, 2025 as distributed and was seconded by Tom Mercer. Both Trustees signed the Minutes in acceptance.

**Guests:**

- Don Pemberton, Assistant Chief of the Troy Fire Department, reviewed the September report. He reported that one resident who called frequently has been moved to a care facility, but is now calling 911 for his spouse. He stated that another resident who calls often will not accept referrals to agencies, so he believes that person will be calling repeatedly for some time. There was some discussion about the recent annexation of Concord Township land to the City of Piqua near I-75 Exit 78 and the fact that not all first responders had been notified of the change in jurisdictions. Tom Mercer will call Troy Fire Chief Matt Simmons to apologize for the oversight.
- Lt. Todd Tennant described the accident near Exit 78 earlier this month and the Sheriff's Office response. He also reported a complaint of shots fired a few weeks ago and another accident at the intersection of Wilson and Fenner Roads.

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

- Distributed copies of the September Receipt and Payment Registers and the September 30, 2025 Fund Status Report
- Distributed the October Receipt and Payment Registers and the October 10, 2025 Fund Status Report
- Emailed the September 30 Revenue Status and Appropriation Status Reports prior to the meeting and there were no comments or questions
- Neil Rhoades made a motion to approve and sign:
  - The reconciled Bank Statement of September 30, 2025
  - Warrants 25151 through 25153
  - The September 2025 Payment Listing which includes Warrants 25151-25153 and Charges 380- through 431-2025

Tom Mercer seconded the motion and both Trustees signed these four documents.

**Communications:** The Troy Fire Department Report for September, 2025 will be filed; Brandt Miller will contact the Miami County Engineer's Office to verify the 2025 road mileage; the email correspondence regarding the speeding on Swailes Road (between Peters and Nashville Roads) will be filed. None of the other items listed on the agenda will be retained.

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

- Reported that Leaf Collection started this morning

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- Picked up 19 loads of brush in September, the final scheduled collection. In the 2025 season, 147 loads of brush were collected;
- Has completed the fifth and final round of ditch mowing;
- Put the Leaf Boxes on the trucks and prepared them for today's start;
- Trimmed low hanging trees;
- Hedged back growth along Pine, Spruce, and Waco Streets;
- Installed new corner markers at the corner of Merrimont and Lincolnshire;
- Reported that the asphalt along Lytle/Dorset that had been dug up and damaged during construction for Addison Landing subdivision has been repaired;
- Performed various maintenance work on the International 7400 and Steiner mower;
- Applied asphalt to the driveway approaches at 2625 Brookview Drive and 2595 Peebles Road;
- Sealed cracks along a portion of Lodge Road and will finish when time and weather permit;
- Continued Dura-Patching;
- Cleaned out and checked approximately 380 catch basins;
- Discovered that someone is continually dumping grass into a catch basin near 245 Countryside Drive North. Re-painted "Dump No Waste" on the catch basin to try to curb this issue. Will continue to monitor;
- Ordered a new headset to allow the leaf machine operator and truck driver to communicate. The microphone on the old one stopped working;
- Has the annual rust proofing of trucks scheduled for October 20;
- Received a complaint about the line of sight at Northbridge Trail and Swailes Road. Contacted the Miami County Engineer's Office and they have it on their list to cut it back to the right of way.

**Old Business:**

- A. Concord Debris Management and Disaster Recovery Plan: No Report
- B. Swailes Road Speed Study: Tom Mercer reported that the County has completed its obligations. City of Troy Engineer Jill Rhoades will present the studies to Troy City Council on October 20 and then the project will be sent on to ODOT.
- C. Emerson Crossing Final Construction Release December 3, 2025: Tom Mercer stated that the manholes are not repaired and Brandt Miller reported some cracked curbs. Brandt Miller said these are loose ends and will send a punch list to Britt Havenar, PE, PS at the MCEO soon.

**New Business:**

- A. **Resolution 2025-09** To Amend the 2025 Permanent Appropriations was introduced. It reflects an increase in the amount appropriated for Supplies and Materials in the Sign Fund (Fund 5001) by \$275.00 and increase of \$10,000.00 in the Road and Bridge Fund (Fund 2031) for Salaries. Tom Mercer made a motion to adopt the Resolution and was supported by Neil Rhoades. Both Trustees signed in favor and it will be conveyed to the Miami County Auditor today.
- B. **Purchase Order 26-2025** for \$237.50 to Lightle Enterprises of Ohio for address sign plates was presented. Neil Rhoades moved to accept and was seconded by Tom Mercer. Both Trustees signed the document.



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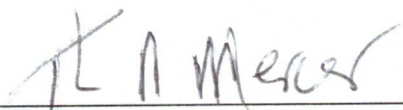
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- C. Cybersecurity: Pat Quillen reported on her September 22 meeting with Aaron Willis from OTARMA. He provided information and samples of policies. Tom Mercer spoke with Dusty Furrow from Newberry Township and was told they have their policy and procedures in place. Pat Quillen will contact their Fiscal Officer, Mary Beth Benedict, for information.
- D. Emergency Snow Plow Driver: Tom Mercer made a motion to authorize Brandt Miller to hire an Emergency Snow Plow Driver in the 2025-2026 season at a rate of \$20.00 per hour. Neil Rhoades seconded the motion and the roll was called: Neil Rhoades – Aye; Tom Mercer – Aye.

**Referrals:** Tom Mercer reported that the property at 1670 South County Road 25-A is in bad condition. Brandt Miller contacted the Development Department and was told they may be able to look into it after the leaves fall and things are more visible. He also called Miami County Public Health and was told that the property is on their list for investigation and that it may be abandoned.

**Newsletter/Social Media:** Tom Mercer will notify the website manager that the next meeting of the Board of Trustees will be held on Tuesday, November 4, one week earlier than usual due to Veterans Day falling on the regular meeting date. Pat Quillen will post a notice on the door.

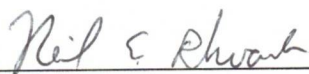
**Adjournment:** The meeting adjourned at 10:28 a.m. on a motion and second by Neil Rhoades and Tom Mercer. The next meeting will be held on Tuesday, November 4, 2025 at 10:00 a.m. in the Township Building.



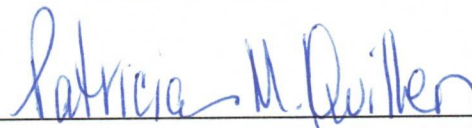
Thomas N. Mercer

ABSENT

Donald D. Pence



Neil E. Rhoades



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.