

CONCORD TOWNSHIP BOARD OF TRUSTEES

MINUTES

FEBRUARY 10, 2026

The Concord Township Board of Trustees met in Regular Session on Tuesday, February 10, 2026. Don Pence called the meeting to order at 10:00 a.m. and led the Pledge of Allegiance. Trustees Don Pence and Neil Rhoades were present, but Tom Mercer was absent. Tom Mercer called into the meeting and was placed on the 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 13, 2026 and Don Pence seconded. The two Trustees signed in acceptance.

Guests: Chris Englert, Chief Civil Assistant at the Miami County Prosecutor's Office. He agreed to be heard during the Old Business portion of the meeting.

Fiscal Officer's Report: Pat Quillen

- Distributed copies of the January Receipt and Payment Registers and the January 31, 2026 Fund Status Report;
- Circulated copies of the February Receipt and Payment Registers and the February 9, 2026 Fund Status Report;
- Don Pence made a motion to approve and sign:
 - The reconciled Bank Statement of January 31, 2026
 - Warrants 25165, 25166, and 25167
 - The January 2026 Payment Listing which includes Warrants 25165 through 25166 and Charges 1- through 46-2026

Neil Rhoades seconded the motion and both Trustees signed the documents.

- Reminded the Trustees that she would let them know when the City of Troy Fire Contract payment would be ready for signatures in the last week of February;
- Reported no contact from Perry & Associates, the State Auditing agency, since the last meeting

Communications: Troy Fire Department report for January will be filed; the public records request from starbridgegovdocs.com and the responses will be filed in the 2026 Public Records Request folder; Don Pence took the Miami County Council meeting date calendar. None of the other items listed on the agenda will be retained.

Don Pence reported briefly on the Miami County Zoning Resolution Steering Committee. The group held their second meeting on January 29 and reviewed the current code. Most of the requests for variances and conditional use permits are for accessory buildings (59%) and setbacks (27%). Don Pence asked the Committee to consider language that would bring Deed Covenants into the new Resolution. Residents will have an opportunity to review and offer input at a yet to be determined date. The next meeting is scheduled for March 5, 2026.

Road Superintendent's Report: Before Brandt Miller started his report, Don Pence commended him and the crew for maintaining the equipment and roads so well.

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Brandt Miller

- Continues to plow and salt roads as needed. The salt supply is limited due to a shortage at the Miami County Engineer's Office;
- Reported that the International 7400 is currently down because of compressor issues. JT's Truck and Tractor is in the garage this morning working on repairs;
- Just discovered that the 2015 Western Star is having emissions problems and he will consult with JT's;
- Had tires installed on the International 7400 dump truck by Grismer Commercial;
- Is continuing maintenance work on the equipment and shop;
- Stated that the trash and leftover supplies from the Frontier fiber project in Merrimont have been collected. Brandt Miller was able to secure a list of contacts for the contractor doing the work in Merrimont and Shenandoah and hopes to keep problems like this to a minimum.
- Received a call from a resident on Sovereign Court asking for an additional street light. Brandt Miller called Pioneer Rural Electric to inquire and was advised that the project was designed and paid for by the developer. Pioneer stated that there are many steps to be taken to set the pole and run the electric. They stated that the additional light could cost \$10,000 to install and billing would be tied to a particular lot. The Trustees decided that they do not want to change what the developer planned and asked Brandt Miller to follow up with the resident with their decision;
- Received a copy of a letter from Regional Air Pollution Control Agency to Huston Hewitt at 1195 North County Road 25-A. RAPCA went out to meet with Mr. Hewitt after receiving a report of open burning. Since Mr. Hewitt was not burning at the time of their visit, they could not take any action. RAPCA notified Concord Township that if the crew sees burning, they should call Troy Fire Department. TFD also received a copy of the letter.

Old Business:

- A. Swailes Road Speed Study: Tom Mercer wrote to the Miami County Engineer's Office to ask for an appeal to ODOT after they denied the Township's request for 45 MPH speed signs between Peters Road and Nashville Road. Marilyn Hemsworth from the MCEO replied that ODOT and MCEO have been in contact regarding this issue. A modification was made in the reporting of data and the speed sign request was re-submitted to ODOT on January 23, 2026.
- B. Emerson Crossing Final Construction Release December 3, 2025: Brandt Miller reported that the developer raised the manhole, but did not repair the cracks in the curbs. This issue is now closed.
- C. Fenner Farms: Brandt Miller reported that there is still dirt on the street and he will follow up with Britt Havenar, PE, PS from the Engineer's Office to see what has to be done
- D. Cybersecurity: Pat Quillen provided a draft copy of all documents for the Trustees to review and edit. It was decided that this matter will be addressed in a workshop session to be held immediately after the regular meeting on March 10, 2026.
- E. Indigent Funerals: In response to a request from the Trustees, Miami County Prosecutor Chief Civil Assistant Chris Englert researched the issue of indigency as it relates to the Township paying for cremation services. Chris Englert stated that the party must have income of less than 150% of the poverty line (\$23,475 for an individual and \$31,275 for two people). A person

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can own property and still be considered indigent. However, Chris Englert state that funeral homes have preferred creditor status in Probate cases, second only to the administrator's fees. Don Pence will call the funeral director and ask him to file against the estate as a priority creditor.

New Business:

- A. Certification of Road Mileage: Neil Rhoades and Don Pence will go to the Miami County Engineer's Office tomorrow morning at 8:30 a.m. to sign the certification document.
- B. Revised Road Listing to append Resolution 2019-09 of November 27, 2019: Brandt Miller reported that he and Pat Quillen compared their two lists and found some discrepancies. It was decided to add this item to the March 10 Work Session.
- C. **Purchase Order 20-2026** was introduced. It is a Then and Now Purchase Order in the amount of \$3,795.75 for salt and mix purchased from the Miami County Engineer's Office in 2025, but were not billed until February 2026. Don Pence made a motion to approve the Purchase Order and was supported by Neil Rhoades. Both Trustees signed in favor.
- D. **Resolution 2026-02** to Establish the 2026 Permanent Appropriations was sponsored by Don Pence and seconded by Neil Rhoades. Both Trustees signed in favor of its adoption.

Referrals:

- 1610 South County Road 25-A: Tom Mercer reported that the junk vehicle had been removed and that Jackson Bennett from Planning & Zoning is working on having the property cleaned up, but without much success. Brandt Miller will contact Jackson Bennett again for an update.
- 1670 South County Road 25-A: Tom Mercer had two telephone calls with the owner regarding vehicles on the property. The Miami County Sheriff's Office had told her that she had to get one of them running. She did get the car running and Captain Tom Wheeler drove down to see it. He told the owner that a deputy would be back in a few days to see if it had been moved. When the deputy went out, the owner was not there and he wrote a citation. Chris Englert provided a brief overview of the nuisance abatement procedure that can be utilized to clean up the property.
- 2472 South County Road 25-A: Captain Wheeler from the Miami County Sheriff's Office went out to see the conditions and issued a citation. Brandt Miller reported that the vehicle is up on blocks and the Junk Vehicle Resolution will have to be implemented.
- 1666 Marby Drive: Chris Englert reviewed the facts related to the letter the Miami County Prosecutor sent to the owner regarding the removal of bamboo by the end of April

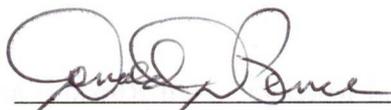
Newsletter/Social Media: Tom Mercer will wait until March to ask Bill Smith to post the Brush Pick-Up schedule. The Trustees decided against publishing a notice about fiberoptic installation in Shenandoah until more details are available.

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Adjournment: At 11:10 a.m., the meeting adjourned viva voce on a motion by Don Pence and second by Neil Rhoades. The next meeting will be held on Tuesday, March 10, 2026 at 10:00 a.m. with a work session to follow.



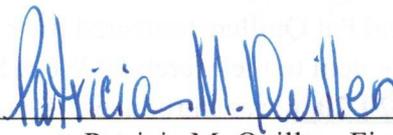
Neil E. Rhoades



Donald D. Pence

Absent

Thomas N. Mercer



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.