

RECORD OF PROCEEDINGS

Minutes of

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO 10148

Concord Township Trustees

Held \_\_\_\_\_ 20\_\_\_\_

The Board of Trustees met in Special session January 2, 2024. All Trustees being present, except Steve Core who was excused. The minutes of the regular meeting of December 19, 2023, 2023 were approved as presented. Motion to accept by Brandon Garrison 2<sup>nd</sup> by Brad W. Putnam vote 2-0 in favor of motion.

Motion was made by Brad Putnam to elect Brandon Garrison as President. 2<sup>nd</sup> by Brandon Garrison. Vote 2-0 in favor of motion.

Motion was made by Brad Garrison to elect Brad Putnam Vice President. 2<sup>nd</sup> by Brad Putnam. Vote 2-0 in favor of motion.

Motion was made by Brad Garrison to elect Steve Core Board Member. 2<sup>nd</sup> by Brad Putnam. Vote 2-0 in favor of motion.

Motion was made by Brad Garrison to To make meeting dates the third Tuesday of each month at 6:30 pm at the Township firehouse starting in March 2023. In addition the Regular meeting for January and February will be held the Third Wednesday at 6:30. 2<sup>nd</sup> by Brad Putnam. Vote 2-0 in favor of motion.

Amended Certificate will be \$1,532,340.09  
Annual Appropriation resolution. \$1,511,896.15

Purchase orders 1-2024 to 46-2024  
Blanket Certificates 1-2024 to 16-2024

Motion was made by Brad Garrison pay 50% of the Trustees and Fiscal Officers' salaries and benefits from General Fund and 50% from Road and Bridge. 2<sup>nd</sup> by Brad Putnam. Vote 2-0 in favor of motion.

For the year 2023 there were 70 Burials in the township.

Motion was made by Brad Garrison to accept the resignation from Concord Township on December 26, 2023, by David Keith Tussing. 2<sup>nd</sup> by Brad Putnam. Vote 2-0 in favor of motion.

New minimum wage is \$10.45 per hour for 2024.

Motion was made by Brad Garrison to increase the hourly rate for Caleb Unrig by \$.50 per hour to \$23.00 per hour. 2<sup>nd</sup> by Brad Putnam. Vote 2-0 in favor of motion.

Shawn Harper \$310 per month Fire Chief  
Tristen Carter 260 per month. Asst. Fire Chief  
Lowell Pollock 338 per month Squad Captain  
Kim Woodruff 260 per month Asst. Squad Captain  
On Station per hour  
Basic Emt \$15.60 per hour  
Advanced EMT 16.60 per hour  
Paramedic 17.70 per hour  
Firefighter 1 would add additional \$.50 per hour to the on station  
Firefighter 2 would add additional \$1.00 per hour to the on station.  
Pager pay \$6.50 per hour  
Stipend pay  
Driver \$31.00 per run  
Basic 47.00 per run  
Advanced 50.00 per run  
Paramedic 53.00 per run

# RECORD OF PROCEEDINGS

Minutes of

The following bills were approved for payment.

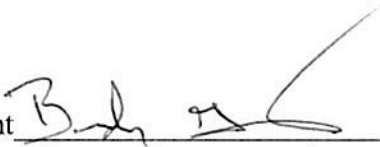
Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Roger Jones		367.01
<del>Wanda</del> Raika		112.83
Ira Bernard		663.12
All State Fire and Security		49.90
Caleb Uhrig		1,042.46
Lightle Enterprises		39.96
Union Twp		15,000.00
ARAB		66.00
AEP		201.19
South Central Power		704.00
Bound tree		90.92
Buckeye Propane		1,232.26
Anthem		5,793.71
Anthem		1,487.53
Ross Co Water		109.55
Airgas		44.83
Ohio Dept of Taxation		271.96
LCNB		1,673.77
OPERS		3,382.33
Brown Sanitation		395.00
SBH		589.30
VSP		107.41
Sowers		750.00
Aubree Higgenbotham		89.27
Nancy Kellough		786.91
Sierra Lawhorn		667.35
Total		\$35,718.57
Receipts		
Ross Co Auditor	MV	1,398.64
	Gas	12,318.36
	Permissive	2,012.50
State of Ohio		219.80
Ebright		500.00
Fawcett Oliver and Glass		500.00
Ware		500.00
LCNB		6.36
Medicount		3,588.59
Total		\$ 21,044.25

Discussion was held concerning trees on Perry Lane. \$2,500 is the desired amount to spend but a final amount will be determined after Brandon and Brad visit the road with a tree trimmer.

President



Fiscal Officer



RECORD OF PROCEEDINGS

Minutes of

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO 10148

Concord Township Trustees

Held \_\_\_\_\_, 20\_\_\_\_

The Board of Trustees met in Regular session January 17, 2024. All Trustees being present, except Steve Core who was excused. The minutes of the Special meeting of January 2, 2024, were approved as presented. Motion to accept by Brandon Garrison 2<sup>nd</sup> by Brad W. Putnam vote 2-0 in favor of motion.

The following bills were approved for payment.

Brad W. Putnam	991.87
Harry B. Junk II	895.40
Shawn Harper	284.73
Brandon Garrison	991.88
Steve Core	465.30
Tristen Carter	239.89
Lowell Pollock	578.04
Adam Speerstra	886.74
Kim Woodruff	229.20
Jessica Stewart	631.56
Amy Glandon	1,636.62
Rhonda Cheesebrew	277.62
Ross Co EMA	150.00
Lowell Pollock	39.00
RD Holder	968.90
Frankfort Hardware	84.53
Cintas	97.40
Harpers	89.95
MNCO	53.80
Medicount	765.00
Chillicothe Telephone Co	385.63
Thomas Gas	239.40
Verizon	232.13
VISA	403.78
Central Auto	185.06
Total	\$15,837.14

Receipts	
Kelvin Putnam	525.00
Medicount	2,051.72
Total	\$ 2,576.72

Jason Link, candidate for Ross Co. Commissioner attended to introduce himself and give his background for the position.

Tristen Carter presented information for the Township website. There is a cost of \$68.65 to renew the domain and the Township needs to subscribe to Weebly to provide support the site for two years at a total cost of \$240.00. Motion by Brandon Garrison and seconded by Brad Putnam to approve the request. Vote 2-0 in favor of motion. There should be a demonstration ready to be presented at the next regular meeting.

Caleb Uhrig asked that Roy Delaney be hired on an as is need basis to help at the Township. He will need a release from OPERS and his Dr to return. Motion by Brandon Garrison and seconded by Brad Putnam to approve the request. Vote 2-0 in favor of motion.

Tristen Carter made the Trustees aware that the State of Ohio has reduced the MARCS fees and will be asking for half of their grant monies back in the amount of \$1,250. The fee has gone from \$10.00 to \$5.00 per unit. Motion by Brandon Garrison and seconded by Brad Putnam to approve the request. Vote 2-0 in favor of motion.

# RECORD OF PROCEEDINGS

Minutes of

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held \_\_\_\_\_ 20\_\_\_\_

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in error

## RECORD OF PROCEEDINGS

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Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held. ~~Tristen Carter made the Trustees aware of the need to start looking at replacing a squad, stating it would take 4 years to order a new one. No action taken.~~<sup>20</sup>

The Bridge Limits from the Ross Co Engineer was reviewed. No changes from the prior year.

David Sowers has presented a bid for mowing, graves and weed extermination for 2024. No changes from the prior year. Mowing cemeteries, \$1,015 per mowing, Graves \$250.00 and Spraying \$650. He was told that we may reevaluate the situation for 2025. Motion by Brandon Garrison and seconded by Brad Putnam to approve the request. Vote 2-0 in favor of motion.

A recommendation to contract Jeff Lindsey Tress service to clear growth of trees on Jamison, Laugerham, Mallow and Perry for up to \$7,000. This replaces recommendation from prior month. Motion by Brandon Garrison and seconded by Brad Putnam to approve the request. Vote 2-0 in favor of motion.

It was recommended that the Township purchase a toolbox and tools for the Township garage from Roy Delaney in the amount of \$800.00. Motion by Brandon Garrison and seconded by Brad Putnam to approve the request. Vote 2-0 in favor of motion.


Discussion of several light that need repaired and or replaced. Brandon and Brad will look at the lights.

A recommendation for the Township to pay for Brandon and Brad to attend the OTA annual conference. Motion by Brandon Garrison and seconded by Brad Putnam to approve the request. Vote 2-0 in favor of motion.

Recommendation was made to pay EMS staff a stipend if they are on pager call and a fire tone goes out that they will be paid the normal stipend if they attend the fire runs and work only as an EMS staff. Motion by Brandon Garrison and seconded by Brad Putnam to approve the request. Vote 2-0 in favor of motion.

Meeting adjourned at 8:30 pm.

President 

Fiscal Officer 

## RECORD OF PROCEEDINGS

Minutes of

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Concord Township Trustees

Held \_\_\_\_\_ 20 \_\_\_\_\_

The Board of Trustees met in Regular session February 21, 2024. All Trustees being present, except Steve Core who was excused. The minutes of the Regular meeting of January 17, 2024, were approved as presented. Motion to accept by Brandon Garrison 2<sup>nd</sup> by Brad Putnam vote 2-0 in favor of motion.

The following bills were approved for payment.

Brad W. Putnam	991.87
Harry B. Junk II	895.40
John Martin	1,104.43
Chelsea Mootz	43.17
Shawn Harper	284.73
Brandon Garrison	991.88
Steve Core	465.30
Tristen Carter	239.89
Lowell Pollock	595.11
Zachary Schaaf	1,056.14
Adam Speerstra	946.23
Kim Woodruff	229.20
Jessica Stewart	772.26
Amy Glandon	1,957.90
Rhonda Cheesebrew	203.44
Brandon B. Garrison	20.00
Ag Pro	1,514.65
Bound Tree	869.93
Roy Delaney	220.57
Ira Bernard	683.38
Caleb Uhrig	1,450.17
Buckeye Propane	396.08
Roy Delaney	800.00
Visa	68.65
Lowell Pollock	39.00
Ag Pro	335.64
Tow Path	399.00
AEP	207.70
South Central Power	801.00
Frankfort Hardware	641.61
RD Holder	1,273.62
Bound Tree	897.68
Cintas	77.92
Buckeye Propane	506.91
Harpers	575.20
Tow Path	200.20
SBH	983.30
Medicount	328.57
Chillicothe Telephone Co	385.63
Buckeye Propane	1,551.71
Verizon	97.30
Central Auto	12.99
Ohio Dept of Taxation	445.70
LCNB	2,456.00
OPERS	5,111.16
Sugarloaf	33.00
RD Holder	1,572.98
VSP	107.41
Lenox	600.00
Sowers	500.00
All State Fire	49.90
Ross Co Water	99.59

## RECORD OF PROCEEDINGS

Minutes			Meeting
	Roger Jones	730.07	
	Nancy Kellough	710.23	
	Sierra Lawhorn	1,686.66	
	Ross Co. Treasurer	7,461.24	
	Anthem	1,090.00	20
	HHS	3,800.00	
	Lindsey Tree Service	1,071.88	
	Caleb Uhrig	402.37	
	Roy Delaney	367.17	
	Ira Bernard	1,530.80	
	Ace	250.00	
	Sowers	53.80	
	MNCO	239.40	
	Thomas Gas	408.80	
	Tow Path	\$57,018.33	
	Total		
	Receipts		
	Ross Co Auditor	MV	1,489.28
		Gas	11,291.76
		Permissive	2,104.28
		Local Govt	2,672.70
	BWC		136.70
	Ebright		3,225.00
	David Hooton		750.00
	Terry Stockdale		250.00
	LCNB		6.18
	Wares		500.00
	Haller		500.00
	Chad Forby		1,000.00
	Medicount		5,279.60
	Medicount		1,225.59
	John Sevy		250.00
	Judy Downs		500.00
	Total		\$ 31,181.09

Melissa Carter from the OSU extension service attended to present a demonstration to propose a township webpage. The website would be Concord Ross.com. There will a support fee to Wix for a total of \$10.50 per month for 36 months totaling \$378.00. A motion to proceed with this was made by Brandon Garrison and 2<sup>nd</sup> by Brad Putnam. Vote 2-0 in favor of motion.

Caleb Uhrig updated the Trustees of various items with both the Cemetery and the Road function. He presented a list of grave sites where a notice will be placed to remove items placed on the grave that interferes with proper care such as mowing.

Tristen Carter requested the Trustees to set the distance of 10 miles from the firehouse at 27 Springfield St., Frankfort OH the maximum distance that Emergency personal can reside to receive pager pay. A motion to proceed with this was made by Brandon Garrison and 2<sup>nd</sup> by Brad Putnam. Vote 2-0 in favor of motion.

Tristen Carter attended asking to purchase 4 reconditioned radios, 2 for Fire and EMS and 2 for road trucks from Comm One Communications totaling \$5,800.00. A motion to proceed with this was made by Brandon Garrison and 2<sup>nd</sup> by Brad Putnam. Vote 2-0 in favor of motion.

Tristen Carter requested the Trustees purchase a Life Pak 15 for the Squad in the amount of \$41,214.99 with various ideas how to pay for it. Request tabled.

Gov deals was discussed. It was recommended the Fire and EMS look at items that could be placed for auction for Township. Any item sold the funds would be designated to be spend for items that related to the origionating fund that was used to purchase the item or where the items has been placed into inventory. A motion to proceed with this was made by Brandon Garrison and 2<sup>nd</sup> by Brad Putnam. Vote 2-0 in favor of motion.

## RECORD OF PROCEEDINGS

Minutes of

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held \_\_\_\_\_ 20\_\_\_\_\_  
 Lowell Pollock presented various bills to the Township from the EMS.

Brandon Garrison informed Lowell Pollock and Tristen Carter that Fire Chief Shawn Harper can proceed with his request to accept applications to fill or replace various officer positions and he can submit his recommendations to the Trustees. They were also notified no changes will be made until a ruling from the Ross County Prosecutor has been received concerning this. A motion to proceed with this was made by Brad Putnam and 2<sup>nd</sup> by Brandon Garrison. Vote 2-0 in favor of motion.

A motion was made by Brad Putnam and 2<sup>nd</sup> by Brandon Garrison to purchase a mower from Mile Tree in the amount of \$3,500.00. Vote 2-0 in favor of motion.

A motion was made by Brad Putnam and 2<sup>nd</sup> by Brandon Garrison to accept a bid from Hupp Electric to do electrical work to various Township building upgrading and installing security. Lights in the amount of \$5,312.82. Vote 2-0 in favor of motion.

The Fiscal Officer informed the Trustees if the water is turned off at station 2 that Ross county Water will back bill for all the months the water is off if were to be turned back on. No action was taken.

The sales tax allocation for 2024 from Ross Count is \$14,765.99.

The mileage certification by ODOT is that Concord Twp has 48.173 miles of township roads.

The last five years of expenditures have been submitted to the Ohio Checkbook from the Treasurer of State. We are waiting on them to notify the Township when it will be ready. The link will be added to the new web page.

The Ohio Department of Health has added vaping along with no smoking regulations to be signed at all location of the township. The signs have been order from them.

A motion was made by Brandon Garrison and 2<sup>nd</sup> by Brad Putnam to enter executive session to discuss the employment of a township employee and possible disciplinary action of a Township employee/ Tristen Carter, Lowell Pollock and Kim Woodruff were asked to join at 8:55 pm. Vote 2-0 on motion.

Exited Executive session at 9:15 pm. No further action taken.

Adjourned at 9:16 pm.

President



Fiscal Officer





## RECORD OF PROCEEDINGS

Minutes of

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO 10148

Concord Township Trustees

Held \_\_\_\_\_ 20\_\_\_\_

The Board of Trustees met in Regular session April 16, 2024. All Trustees being present, except Steve Core who was excused. The minutes of the Regular meeting of March 19, 2024, were approved as presented. Motion to accept by Brandon Garrison 2<sup>nd</sup> by Brad Putnam vote 2-0 in favor of motion.

The following bills were approved for payment.

Brad W. Putnam	991.87
Harry B. Junk II	895.40
Shawn Harper	284.73
Brandon Garrison	991.88
Steve Core	465.30
Tristen Carter	239.89
Lowell Pollock	390.13
Zachary Schaaf	1,084.15
Adam Speerstra	1,182.50
Kim Woodruff	229.20
Jessica Stewart	630.46
Amy Glandon	3,004.81
John Martin	1,240.83
Aubree Higgenbotham	211.33
Roy Delaney	330.28
Ira Bernard	430.34
Caleb Uhrig	1,074.88
Rebecca Pollock	411.81
Buckeye Propane	910.75
Breathing Air	669.01
Mile Tree	3,500.00
Lowell Pollock	39.00
Wade's Welding	85.00
AEP	162.83
South Central Power	763.00
Frankfort Hardware	137.37
RD Holder	1,216.72
BWC	11,038.00
Green's Automotive	4,063.70
Tow Path	431.20
Medicount	470.80
Chillicothe Telephone Co	385.63
Tres, Of State	705.00
Verizon	90.96
Central Auto	18.49
Ohio Dept of Taxation	388.49
LCNB	2,430.63
OPERS	4,618.03
Stryker	366.13
VSP	107.41
Weedoowindoze	243.60
Thomas Gas	793.95
All State Fire	49.90
Ross Co Water	99.59
Roger Jones	47.55
Nancy Kellough	1,167.75
Sierra Lawhorn	996.59
Tiffany Williamson	64.37
Harpers	219.95
Aledtec	4,266.00
PRJVS	1,847.00
Sierra Lawhorn	562.75

Correction met 3-19-24  
 and approved 2-21-24 meeting  
 In April m.m. to  
 approve.

## RECORD OF PROCEEDINGS

Nancy Kellough		847.50	
Caleb Uhrig		1,450.17	Meeting
Roy Delaney		279.68	
Ira Bernard		361.90	
Wades Welding		365.00	
Held			20
Sowers		450.00	
Amanda Raike		267.47	
Visa		802.99	
Anthem		8,948.77	
Mid State Automotive		672.22	
Bound tree		379.70	
Cintas		77.92	
Arab		86.00	
Modern Office methods		97.73	
MES		1,250.00	
R.D. Holder		1,143.16	
B&C Communications		35.00	
Milliken Construction		725.00	
Total		\$74,913.05	

## Receipts

Ross Co Auditor	MV	1,594.18
	Gas	11,921.21
	Permissive	2182.50
	Local Govt	3,160.48
	Twp Sales Tax	14,765.99
	Local Govt	2,767.24
Ebright		625.00
LCNB		5.57
Ware		500.00
Medicount		1,618.57
Medicount		10,885.59
Total		\$ 53,139.31=

Caleb Uhrig gave update on vehicles that are in repair and have been returned to service. Indicated mowers are ready for mowing season. Approve seasonal help for summer, Kalie Route, 1<sup>st</sup> year  
 Deshawn Sommers, 1<sup>st</sup> year (both cemetery and road due to being 18)  
 Adysen Wisecup 1<sup>st</sup> year  
 Lorelie Bluck 2 year  
 Andrew Vickers 2<sup>nd</sup> year

Motion by Brandon Garrison to make 1st year salary \$10.50 and 2<sup>nd</sup> year \$11.00 and increase Brad Jadwin by \$.50. 2<sup>nd</sup> by Brad Putnam Vote 2-0 in favor of motion. Any employee who is not 18 years old is required to have work permit from school. Summer students are to work no more that 20 hours per week.

Lowell Pollock indicated that Adena Hospital will supply our drugs in the boxes when we make runs to Adena. We must have original in box and they will issue replacements.

Tristen Carter indicted that Emma Garrison will be running as an observer with the EMS.

The Website Concordross.com will be going live 3-20-2024.

The Fiscal Officer let the fire department know that we have only revived \$2,400 of the \$5,690 from fire Marshall grant as reimbursement for MARCS fees.

At the request of Tristen Carter, a motion was made to purchase gloves, hoods and boots from MES in the amount of \$2,016. Motion to approve by Brad Putnam and 2<sup>nd</sup> by Brandon Garrison. Vote 2-0 in favor of motion.

Tristen Carter has been in touch with the company that performs the ISO rating on the Township. It could take several months for them to provide this audit. This is done t five fire ratings for various part of the township to help determine rates.

RECORD OF PROCEEDINGS

Minutes of

Meeting

BEAR GRAP  
 A request was made by the Fiscal Officer to advance funds from the General fund to the fire fund in the amount of \$25,000 until tax monies arrive. Motion to accept by Brandon Garrison and 2<sup>nd</sup> by Brad Putnam. Vote 2-0 in favor of motion.

OTARMA had sent a request to update information for activities in the township. The question came up about bounce houses at Township sponsored event, such as Touch A Truck. There will not be a bounce house at any event until OTARMA has had time to review and make recommendations due to liability concerns to the Township.

Jeff Lindsey of Lindsey Tree service is to be back to complete work in the next two weeks.

Tristen Carter and Lowell Pollock are to put together items that could be place on Govdeals for sale.

A motion was made by Brad Putnam to enter into executive session to discuss matters relating to personnel, hire, promotion, demotion. 2<sup>nd</sup> by Brandon Garrison. Vote 2-0 in favor of motion. Entered at 8:55 pm

Exited executive session at 9:22 pm

Adjourned.

President Brad Putnam Fiscal Officer Brandon Garrison

Concord Township Trustees

The Board of Trustees met in Regular session April 16, 2024. All Trustees being present, except Steve Core who was excused. The minutes of the Regular meeting of March 19, 2024, were approved as presented. Motion to accept by Brandon Garrison 2<sup>nd</sup> by Brad Putnam vote 2-0 in favor of motion.

The following bills were approved for payment.

Brad W. Putnam	991.87
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Shawn Harper	284.73
Brandon Garrison	991.88
Steve Core	465.30
Tristen Carter	239.89
Lowell Pollock	432.83
Zachary Schaaf	994.48
Adam Speerstra	1,166.05
Kim Woodruff	229.20
Jessica Stewart	627.62
Amy Glandon	738.08
John Martin	2,192.66
Roy Delaney	501.38
Ira Bernard	388.23
Buckeye Propane	527.59
Action Automotive	2,514.48
Lowell Pollock	39.00
MES	2,016.00
AEP	161.51
South Central Power	758.00
Frankfort Hardware	165.68
RD Holder	719.85
Lindsey Tree Service	3,800.00
Sowers	1,565.00
Medicount	765.74
Chillicothe Telephone Co	384.97
Verizon	68.41
Central Auto	441.93
Ohio Dept of Taxation	397.24
LCNB	2,422.70
Lightle Enterprises	159.84
VSP	107.41
Thomas Gas	239.40
All State Fire	49.90
Ross Co Water	99.59
Arab	154.00
Nancy Kellough	689.95
Sierra Lawhorn	490.12
Harpers	452.00
VCNB	32,440.83
Brown Sanitation	390.00
Caleb Uhrig	1,052.76
Caleb Uhrig	1,450.17
Roy Delaney	279.68
Ira Bernard	361.90
Sowers	250.00
Comm One Communications	5,800.00
Anthem	8,948.77
Ross Co Eng.	2,534.00
Lightle Enterprises	99.00
Cintas	97.40

RECORD OF PROCEEDINGS

## RECORD OF PROCEEDINGS

Minutes of		Meeting
Sedwick	1,160.00	
Tiffany Williams	18.13	
Lorelei Bluck	145.28	
Kali Routte	115.56	
Debra Sommers	134.17	20
B&C Communications	23.86	
Anthem	674.10	
LCNB	41.25	
VISA	107.24	
Boundtree	834.07	
Total	\$86,299.60	

## Receipts

Ross Co Auditor	MV	1,716.76
	Gas	11,882.41
	Permissive	2,912.50
	MV IRP	771.13
	1 <sup>st</sup> ½ RE	217,787.59
Ebright		1,725.00
Concord EMS		841.80
OTARMA		1,000.00
LCNB		6.07
Ware		500.00
Mike McWhorter		250.00
Haller		525.00
Medicount		13,660.70
Total		\$253,578.94

Rick Lansing of Lansing Insurance attended representing OTARMA to review the renewal of the liability policy for the Township. A motion was made by Brandon Garrison and 2<sup>nd</sup> by Brad Putnam to keep the maximum liability amount at \$3,000,000 and to renew. Vote 2-0 in favor of motion.

Tristen Carter presented an application for Kennedy S Moss to take the Basic Fire Fighter Class. A motion was made by Brandon Garrison and 2<sup>nd</sup> by Brad Putnam to accept. Vote 2-0 in favor of motion.

Tristen Carter present a quote to purchase turnout gear from MES in the amount of \$1,335.00. A motion was made by Brandon Garrison and 2<sup>nd</sup> by Brad Putnam to accept. Vote 2-0 in favor of motion.

Tristen Carter presented items to be put for sale on Govdeals. 2001 E350 Ford Squad, old radios, old turnout gear. A motion was made by Brandon Garrison and 2<sup>nd</sup> by Brad Putnam to accept. Vote 2-0 in favor of motion.

Tristen Carter informed the Trustees that testing for the ISO rating will start May 7<sup>th</sup> and the fire and EMS will be participating in the prom promise at Adena Schools April 23, 2024.

Lowell Pollock presented a quote for 2 batteries for the life packs in the amount of \$1,103.24. A motion was made by Brandon Garrison and 2<sup>nd</sup> by Brad Putnam to accept. Vote 2-0 in favor of motion.

Lowell Pollock discussed that Concord Township will be applying to The State of Ohio Department for EMS to host basic to paramedic refresher courses.

Kim Woodruff present a request to purchase two laptop IPADS from Verizon in the total amount of \$1,499.98 plus the monthly fee of \$20.00 and the two hot spots will be removed. A motion was made by Brandon Garrison and 2<sup>nd</sup> by Brad Putnam to accept. Vote 2-0 in favor of motion.

A motion was made by Brandon Garrison to correct a typo error to the minutes of March 19, 2024. 2<sup>nd</sup> by Brad Putnam. Vote 2-0 to approve.

Brandon Garrison talked about 2 culverts needed looked at and possible replacement on N. Musselman Rd. S. Musselman Road repairs were also discussed.

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**RECORD OF PROCEEDINGS**

Minutes of  
Brandon Garrison presented a quote from PNN Maintenance to do crack fill work on Sheppard and Montgomery Roads in the amount of \$3,830.00. 2<sup>nd</sup> by Brad Putnam. Vote 2-0 in favor of motion

GOVERNMENT FORMS & SUPPLIES 844-224-3338 FORM NO. 10148

Held The Board of Trustees are in receipt of a letter from the US Department of Health and Human Services Office of Civil Rights concerning a complaint by Nancy Kellough alleging the Concord Township Fire and EMS had violated HIPPA rights. The letter goes onto say the OCR is closing this case without further action effective 1-28-2024.

A proposed levy for EMS was discussed with no detail to mills or amount needed.

Motion was made by Brandon Garrison to enter executive session to discuss employment of a township employee. 2<sup>nd</sup> by Brad Putnam vote 2-0 in favor of motion.

Entered at 8:34  
Exited at 8:42.

Motion was made by Brandon Garrison to enter executive session to discuss employment of a township employees with Shawn Harper joining. 2<sup>nd</sup> by Brad Putnam vote 2-0 in favor of motion.

Entered at 8:43  
Exited at 9:10

A motion was made by Brandon Garrison and 2<sup>nd</sup> by Brad Putnam also to accept resumes for the Fire Chief the same as all positions in the Fire and EMS. Must be a resident of Concord Township to submit. All resumes must be post marked by May 1, 2024 and sent to 985 Jamison., Frankfort, OH.

Meeting adjourned at 9:25.

President



Fiscal Officer



RECORD OF PROCEEDINGS

Minutes of

Meeting

GOVERNMENT FORMS & SUPPLIES 844-224-3338 FORM NO. 10148

Concord Township Trustees

Held \_\_\_\_\_ 20 \_\_\_\_\_

The Board of Trustees met in Regular session May 21, 2024. All Trustees being present, except Steve Core who was excused. The minutes of the Regular meeting of April 16, 2024, were approved as presented. Motion to accept by Brandon Garrison 2<sup>nd</sup> by Brad Putnam vote 2-0 in favor of motion.

The following bills were approved for payment.

Brad W. Putnam	991.87
Harry B. Junk II	934.16
Shawn Harper	284.73
Brandon Garrison	991.87
Steve Core	787.67
Tristen Carter	239.89
Lowell Pollock	612.19
Zachary Schaaf	1,004.66
Kalie Route	64.71
Rebecca Pollock	41.38
Adam Speerstra	770.75
Deshawn Sommers	152.67
Kim Woodruff	229.20
Jessica Stewart	492.30
Sierra Lawhorn	399.90
Roy Delancy	681.04
Lorelei Bluck	280.24
Ira Bernard	677.17+
Nancy Kellough	487.35
Roger Jones	213.71
Amy Glandon	1,227.64
Nathan Dreitzler	280.24
John Martin	1,109.26
Adyson Wisecup	267.79
Caleb Uhrig	1,874.92
Roy Delaney	513.00
Lorelei Bluck	232.09
Ira Bernard	375.31
DTB	267.50
Tow Path	179.00
Lowell Pollock	39.00
Hupp Electric	5,312.82
MES	1,180.61
AEP	180.23
South Central Power	721.00
Frankfort Hardware	270.49
Greens	1,638.85
RD Holder	810.32
All State Fire	49.90
AEP	170.09
Sowers	2,280.00
Sowers	2,405.00
Medicount	1,068.36
Chillicothe Telephone Co	381.97
Verizon	85.86
Central Auto	78.97
Treasurer of State	150.00
Treasurer of State	762.00
Ohio Dept of Taxation	293.81
LCNB	2,149.51
Ohio Dept of Taxation	361.90
OPERS	4,416.14

0006

RECORD OF PROCEEDINGS

Minutes of			Meeting
VCNB		19,332.94	
OPERS		4,638.69	
Caleb Uhrig		1,003.23	
<small>GOVERNMENT FORM &amp; SUPPLIES 844-224-3338 FORM NO. 10748</small>			
Deshawn Sommers		143.42	
Held			20
Kali Routte		41.59	
Sierra Lawhorn		350.13	
Apple Farm Service		175.00	
VSP		107.41	
Thomas Gas		410.74	
Ross Co Water		99.59	
Arab		86.00	
Nancy Kellough		823.23	
Sierra Lawhorn		421.45	
Harpers		688.75	
American Legion		56.00	
OTARMA		24,507.87	
Roger Jones		190.07	
Nathan Dreitzler		212.39	
Caleb Uhrig		1,458.02	
Roy Delaney		715.70	
Ira Bernard		433.23	
Ross Co. Trustees Assoc.		440.00	
Anthem		6,105.19	
Nancy Kellough		689.49	
Roger Jones		190.07	
Nathan Dreitzler		77.49	
Cintas		77.92	
Bound tree		487.50	
Tiffany Williams		100.57	
Lorelei Bluck		154.97	
Kali Routte		60.09	
Deshawn Sommers		111.06	
Visa		10.73	
Harpers		173.00	
Apple Farms		56.94	
Sowers		2,030.00	
Adyson Wisecup		267.79	
Total		\$108,215.21	
Receipts			
Ross Co Auditor	MV	1,623.50	
	Local Govt	2,280.47	
	Gas	10,233.97	
	Permissive	2,600.44	
	MV	1,936.15	
	Gas	11,952.72	
	Permissive	2,332.50	
	Local Govt	3,034.15	
Ware		500.00	
State of Ohio		15,905.87	
Sharon Bristow		251.00	
Ebright		1,225.00	
OTARMA		1,000.00	
LCNB		6.74	
Ware		500.00	
Jeff Hoosier		250.00	
Medicount		2,326.86	
Medicount		8,386.49	
Total		\$ 66,645.84	

Daniel Victor Riquelme of 552 Davis Hill Rd attended concerning the speed of travel on Davis Hill. He feels that some drive over the speed limit. He was informed that the speed limit on Davis Hill is 55 mph and we would call the Ross Co Sherriff to patrol this road when possible. He was also asking why Davis Hill cannot be paved. The short answer given was financial restraints of the township.



RECORD OF PROCEEDINGS

Minutes of

Meeting

GOVERNMENT FORMS & SUPPLIES 844-224-3338 FORM NO. 10148

Virgil Flannery attended to inform the Trustees about brush protruding on the Poplar Ridge Rd. that hits the school bus he drives for Adena Local Schools.

Caleb Uhrig gave updates on various road and cemetery equipment and indicated that cemetery work will be completed for Memorial Day services.

A request was made by Tristen Carter for the township to buy the use of the domain name "Concordross.org at a cost of \$12.00 per year." When Concordross.com is searched it will be directed to the new domain. Email will not change. The website went live 5-15-24. Motion to accept by Brad Putnam and 2<sup>nd</sup> by Brandon Garrison. Vote 2-0 in favor of motion.

Lowell Pollock informed the Trustees that the state has certified the Concord location as an EMS continuing education provider.

Tristen Carter presented a quote for TL Doors do work at both firehouses at an amount of \$574.00. Motion to accept by Brad Putnam and 2<sup>nd</sup> by Brandon Garrison. Vote 2-0 in favor of motion.

Caleb Uhrig and Tristen Carter are to put together items to be sold on Govdeals.

The Fiscal Officer present language for a Resolution of Necessity to presented to the Ross County Auditor for a 1.75 mill levy for Fire and EMS to appear on the ballot November 5, 2024. Motion to approve made by Brandon Garrison and 2<sup>nd</sup> by Brad Putnam. Vote 2-0 in favor of motion.

A letter was received from the Ohio Department of Liquor control allowing for a public hearing for concerning the Application for Change of Corporate Stock ownership of 1<sup>st</sup> Stop Inc. No motion to have hearing was heard.

Brandon Garrison indicated that part of N. Musselman Road will be closed from 9:00 to about 3:00 to replace a culvert. Work to happen 5-29-24 with rain date of 5-30-24. Roughly 24 address East of the work will be impacted.

Two applicants have applied to be considered for Fire Chief. They are Shawn Harper and Tristen Carter. A special meeting will be held at 6:30pm 5-30-24. The Trustees will go into executive session to review for each. There may be business after these interviews are conducted. Motion to accept by Brad Putnam and 2<sup>nd</sup> by Brandon Garrison. Vote 2-0 in favor of motion.

Meeting adjourned at 8:25 pm.

President Brad Putnam Fiscal Officer Brandon Garrison

0008

**RECORD OF PROCEEDINGS**

Minutes of

Concord Township Trustees

Meeting

GOVERNMENT FORMS & SUPPLIES 844-224-3338 FORM NO. 10148

Held \_\_\_\_\_ 20 \_\_\_\_\_

The Board of Trustees met in Special session 5-30-2024. All Trustees being present except Steve Core who was excused. The following bills were approved for payment

The pledge of allegiance was held at 6:30 pm.

Meeting attended by Carvel Simmons and Christopher Hooks with no comments

Motion was made by Brandon Garrison to enter executive session to discuss personnel matters. 2nd by Brad Putnam. Vote 2-0 in favor of motion. Shawn Harper was asked to join. Entered at 6:35. Exited at 7:25.

Motion was made by Brandon Garrison to enter executive session to discuss personnel matters. 2nd by Brad Putnam. Vote 2-0 in favor of motion. Tristen Carter was asked to join. Entered at 7:30. Exited at 8:35.

A motion was made by Brad Putnam to rescind the motion for resolution of necessity for Fire and EMS levy. 2nd by Brandon Garrison. Vote 2-0 in favor of motion.

Adjourned at 8:40.

President



Clerk



RECORD OF PROCEEDINGS

Minutes of

Meeting

GOVERNMENT FORMS & SUPPLIES 844-224-3338 FORM NO. 101-48

Light Enterprises	Concord Townships Trustees	
Annem	7,526.98	20
Roger Jones	112.92	

Brad Jadwin 122.83

Trustees met in Regular session on May 18, 2024. All Trustees being present, except Steve Core who was excused. The minutes of the regular meeting of May 18, 2024, and the minutes of the special meeting of May 30, 2024 were approved and presented. Motion to accept by Brandon Garrison seconded by Brad Putnam vote 2-0 in favor of motion.

Lorelei Bluck	376.10
Katie Koller	200.97
Deshawn Sommers	263.20
Brad Putnam	1,991.87
Brandon Garrison	2,955.06
Sharon Harper	287.66
Brad Garrison	1,991.87
Atty Secup	286.69
Justin Glover	109.89
Woodie Willdoke	143.89
Timothy Willifson	418.03
Katie Routhorn	492.85
Brad Jadwin	250.55

Adam Speerstra	\$60,756.27
Deshawn Sommers	92.58
Karen Woodruff	275.86

Ross County Auditor	Local Govt	3,000.07
Roy Delaney	Man Home Settle.	6,863.28
Concord Trust		183.86
Ira Bernard		2,600.00
William Poshstein		200.00
Mike Gleason		1,700.00
Blaine Dritzler		1,722.00
Halie Martin		1,562.00
Ralph Wescup		1,300.00
Gene Craig Billy Dennis		2,025.00
Mitchell Fire		2,809.73
Mitchell Bullock		380.75
South Central Power		\$ 13,970.59
Frankfort Hardware		145.12

Rhonda Williams (EMS) attended asking how much she was not paid for going on a fire run while Steve Core was not on duty. It was discussed that because she is hourly pay and performed a service while she was at the station (fire call) that she should be paid. She is to turn in a time sheet to be paid. 609.01

Chillicothe Telephone Co 381.97

Rhonda Williams discussed a problem with stormwater drainage at her property on Climer lane. Steve Thrig and Brandon Garrison will visit her property. Rhonda also urged the Trustees to have the stormwater command enforced with the Fire and EMS.

LCNB	2,358.50
Ohio Dept of Transportation	388.66
OPERS	5,127.70

Shawn Garrison updates on the fire department working at the Sunflower Festival. There are 15 trucks. They are also preparing for ISO audit. Shawn applied for a new case for the two saws on the fire trucks. The cost for two is \$150.00. Motion to approve by Brandon Garrison and 2nd by Brad Putnam. Vote 2-0 in favor of motion.

Wilson	488.25
Thomas Gas	654.74
Bowling Green	90.59
Nancy Kollough	531.60
Kim Woodruff	275.00

Motion was made by Brad Putnam for the adoption of a Resolution requesting application from the Ross County Auditor. The fee for a Fire and Ems services to be held in 2024 for 1.75 mills for a period of 2 years. Motion seconded by Brandon Garrison. Vote 2-0 in favor of motion.

Kim Woodruff	495.56
Ira Bernard	475.12

Date \_\_\_\_\_

of \_\_\_\_\_

HA Bldg. ~  
error

## RECORD OF PROCEEDINGS

Minutes of

Meeting

GOVERNMENT FORMS &amp; SUPPLIES 944-224-3338 FORM NO. 10148

Held \_\_\_\_\_ 20 \_\_\_\_\_

A motion was made by Brandon Garrison to move the next regular meeting to July 9, 2024 at 6:30 pm. During this meeting the Budget Hearing will be held. 2<sup>nd</sup> by Brad Putnam.

A resolution to accept the new regulations of Ross, Pike, Fayette and Hocking Joint Solid Waste District was made by Brandon Putnam and 2<sup>nd</sup> by Brad Putnam. Vote 2-0 in favor of motion.

A motion was made by Brandon Garrison and 2<sup>nd</sup> by Brad Putnam to seek a bid from 20/20 enterprises for chip and seal work up to \$70,000.00 with the gravel being billed directly to the township by Melvin stone and to seek a bid from Marty Givens for drag parch work up to \$25,000.00. There is gravel at the garage that will be used prior to buying from Melvin. Vote 2-0 in favor of motion.

A motion was made by Brad Putnam to ratify the dismissal from employment of Deshawn Sommers immediately and 2<sup>nd</sup> by Brandon Garrison. Vote 2-0 in favors of motion.

A motion was made by Brandon Garrison to enter executive session for the discussion of employment, dismissal, appointment of, promotion of, a demotion of an employee. 2<sup>nd</sup> by Brad Putnam. Vote 2-0 in favor of motion. Entered at 8:00 pm.

Reconvened into open session at 8:13.

A motion was made by Brad Putnam to appoint Tristen Carter to replace Shawn Harper as Fire Chief effective July, 1, 2024. 2<sup>nd</sup> by Brandon Garrison. Vote 2-0 in favor of motion.

Mr. Harper declared there will never be another penny come to Concord Township from the Country Born Foundation and he was done.

Meeting adjourned at 8:15.

President \_\_\_\_\_ Fiscal Officer \_\_\_\_\_

## RECORD OF PROCEEDINGS

Minutes of

Meeting

GOVERNMENT FORMS &amp; SUPPLIES 844-224-3338 FORM NO. 10148

Held \_\_\_\_\_ Concord Township Trustees \_\_\_\_\_ 20 \_\_\_\_\_

The Board of Trustees met in Regular session June 18, 2024. All Trustees being present, except Steve Core who was excused. The minutes of the Regular meeting of May 18, 2024, and the special meeting of May, 30, 2024 were approved as presented. Motion to accept by Brandon Garrison 2<sup>nd</sup> by Brad Putnam vote 2-0 in favor of motion.

The following bills were approved for payment.

Brad W. Putnam	991.87
Harry B. Junk II	934.16
Shawn Harper	284.73
Brandon Garrison	991.87
Steve Core	787.67
Tristen Carter	239.89
Lowell Pollock	663.44
Zachary Schaaf	413.37
Kalie Routte	92.45
Brad Jadwin	231.65
Adam Speerstra	1,154.59
Deshawn Sommers	92.58
Kim Woodruff	275.86
Jessica Stewart	300.34
Roy Delaney	686.82
Lorelei Bluck	183.94
Ira Bernard	66.57
Roger Jones	201.88
Amy Glandon	1,769.63
Nathan Dreitzler	259.23
John Martin	1,565.80
Adyson Wisecup	124.93
Caleb Uhrig	2,023.51
All State Fire	49.90
Lowell Pollock	39.00
South Central Power	594.00
Frankfort Hardware	145.12
RD Holder	1,400.37
Tres. Of State DAS	705.00
Verizon	64.28
Medicount	609.01
Chillicothe Telephone Co	381.97
Central Auto	126.60
Stryker	1,103.24
Lightle Enterprises	59.94
LCNB	2,358.50
Ohio Dept of Taxation	388.66
OPERS	5,127.70
Modern Office Methods	97.73
Union Twp	15,375.00
Apple Farm Service	2,283.26
VSP	107.41
VISA	488.25
Thomas Gas	654.74
Ross Co Water	99.59
Nancy Kellough	531.60
Kim Woodruff	275.00
Sowers	2,165.00
Ag Pro	747.61
Caleb Uhrig	1,458.02
Roy Delaney	495.56
Ira Bernard	475.12

## RECORD OF PROCEEDINGS

Minutes of

Meeting

GOVERNMENT FORMS &amp; SUPPLIES 844-224-3338 FORM NO. 10148

Lightle Enterprises	59.94	
Anthem	7,526.98	20
Roger Jones	112.92	
Brad Jadwin	122.83	
Nathan Dreitzler	404.66	
Cintas	97.40	
Tres O State (DAS)	762.00	
Tiffany Williams	28.18	
Lorelei Bluck	376.10	
Kali Routte	239.97	
Deshawn Sommers	263.20	
Melvin Stove	1,397.59	
Burnham and Flowers	2,155.00	
MNCO	27.66	
Sowers	1,915.00	
Adyson Wisecup	386.99	
Sugarloaf Power	108.99	
Weedoowindoze	243.60	
Tiffany Williamson	8.03	
Sierra Lawhorn	435.82	
Nancy Kellough	756.35	
Total	\$69,773.27	

## Receipts

Ross Co Auditor	Local Govt	3,190.07
	Man Home Settle.	1,473.18
Concord EMS		20.86
OTARMA		2,500.00
William Puchstein		225.00
Mike McWhorter		500.00
Ebright		1,725.00
Haller		225.00
Rachel Graves		500.00
Jennifer and Billy Dennis		2,202.00
Medicount		2,803.73
Medicount		536.75
Total		\$ 13,176.59

Tiffany Williamson (EMS) attended asking why she was not paid for going on a fire run while she was at station but not on duty. It was discussed that because she is hourly pay and performed a service while she was at the station (fire call) that she should be paid. She is to turn in a time sheet to be paid.

Rhonda Cheese discussed a problem with storm water drainage at her property on Climer lane. Caleb Uhrig and Brandon Garrison will visit the property. Rhonda also urged the Trustees to insure the chain of command was enforced with the Fire and EMS.

Caleb Uhrig attended to give updates on the cemetery and road.

Shawn Harper gave updates on the fire department working at the Sunflower Festival. There are also pump, ladder and hose testing on fire trucks. They are also preparing for ISO audit. Shawn also requested two new case for the two saws that are on the fire trucks. The cost for two is \$170.00. Motion to approve by Brandon Garrison and 2<sup>nd</sup> by Brad Putnam. Vote 2-0 in favor of motion.

Lowell Pollock indicated that Chris Schaaf has passed her EMS training and should begin running soon.

A motion was made by Brad Putnam for the resolution of Necessity and Resolution requesting certification from the Ross County Auditor. This is for a Fire and Ems services to be held November 5, 2024 for 1.75 mills for a period of five years. Motion seconded by Brandon Garrison. Vote 2-0 in favor of motion.

RECORD OF PROCEEDINGS

Minutes of

Meeting

GOVERNMENT FORMS & SUPPLIES 844-224-3338 FORM NO. 10148

Held \_\_\_\_\_ 20 \_\_\_\_\_

A motion was made by Brandon Garrison to move the next regular meeting to July 9, 2024 at 6:30 pm. During this meeting the Budget Hearing will be held. 2<sup>nd</sup> by Brad Putnam.

A resolution to accept the new regulations of Ross, Pike, Fayette and Hocking Joint Solid Waste District was made by Brandon Putnam and 2<sup>nd</sup> by Brad Putnam. Vote 2-0 in favor of motion.

A motion was made by Brandon Garrison and 2<sup>nd</sup> by Brad Putnam to seek a bid from 20/20 enterprises for chip and seal work up to \$70,000.00 with the gravel being billed directly to the township by Melvin stone and to seek a bid from Marty Givens for drag parch work up to \$25,000.00. There is gravel at the garage that will be used prior to buying from Melvin. Vote 2-0 in favor of motion.

A motion was made by Brad Putnam to ratify the dismissal from employment of Deshawn Sommers immediately and 2<sup>nd</sup> by Brandon Garrison. Vote 2-0 in favors of motion.

A motion was made by Brandon Garrison to enter executive session for the discussion of employment, dismissal, appointment of, promotion of, a demotion of an employee. 2<sup>nd</sup> by Brad Putnam. Vote 2-0 in favor of motion. Entered at 8:00 pm.

Reconvened into open session at 8:13.

A motion was made by Brad Putnam to appoint Tristen Carter to replace Shawn Harper as Fire Chief effective July, 1, 2024. 2<sup>nd</sup> by Brandon Garrison. Vote 2-0 in favor of motion.

Mr. Harper declared there will never be another penny come to Concord Township from the Country Born Foundation and he was done.

Meeting adjourned at 8:15.

President  Fiscal Officer 