

The Concord Township Board met in the Meeting Room at the Concord Township Office on February 11, 2019.

Members present: Supervisor Al Cavasin, Treasurer Judy Clark, Clerk Sheryll Dishaw, and Trustee Jim Bush

Absent: None

Also Present: Naomi Carr, Linda Cavasin, Alan Tompkins County Commissioner, and Deputy Jacobson.

The meeting was called to order by Supervisor Cavasin at 7:30 P.M.

Pledge of Allegiance was honored led by Clerk Dishaw.

Discussion on the need to appoint a new Trustee to the Board, due to the death of Trustee David Miller. Motioned by Cavasin, supported by Clark to appoint Naomi Carr to fill the position until the next General Election in 2020. Roll Call Vote: Bush-Abstain, Clark-Aye, Dishaw-Aye and Cavasin-Aye. Motion was carried. Clerk Dishaw administered the Oath of Office to Naomi Carr.

Clerk Dishaw presented the board with the January 14, 2019 Concord Township Board minutes for approval. With no objections Supervisor Cavasin declared the minutes approved.

Public Comment: None.

Clerk Dishaw presented the Board with the bills for January 2019 in the amount of \$9,028.08. With no questions or objections Supervisor Cavasin declared the bills approved.

Reports:

- Treasurer Clark gave the financial condition of the township, the revenues and expenditures for the month of January 2019.
- Treasurer Clark gave the January 2019 Fire Report. Total bills including payroll was \$15,297.70. There were 33 runs in December 2018 (11 Township, 10 village, 10 Mutual Aid and 2 Training). Fire Stabilization report for December 2018 had a balance of \$144,046.11. The new 800 MHz radio system has a startup date of March 1st. Motorola will replace all the unsafe radios for no charge.
- Deputy Larry Jacobson gave the Police report. There were a total of 55 calls for the month of January, 26 in the Township, 24 in the Village and 6 backup calls.
- Trustee Carr reported that the Planning Commission did not meet in February, due to lack of members being able to attend.

With no objections, Supervisor Cavasin accepted the reports as presented.

Unfinished business:

Discussion was held on moving the meeting start time. A listing of the Townships in the County and their start time was presented for information purposes. Motion by Cavasin, supported by Clark to move the meeting start time from 7:30 pm to 6:00 pm beginning with the meeting in March. Roll Call: Bush-Nay, Cavasin-Aye,

Clark-Aye, Dishaw-Aye and Carr-Nay. Motion was carried.

New Business:

Assessor Dishaw submitted the yearly assessing report: 275 site inspections were done in 2018; the CPI for 2019 is 1.024; the agricultural and residential classes' assessments were increased, the commercial and industrial classes' assessments decreased; March Board of Review will be March 12 and 13. Change notices to be mailed by February 19th.

Board Member Comments:

- Treasurer Clark presented a resolution to authorize use of automated clearing house (ACH) for the electronic transfer of funds into the township. Roll Call: Carr-Aye, Dishaw-Aye, Cavasin-Aye, Clark-Aye and Bush-Aye. Nays: None. Resolution was adopted.
- Trustee Carr thanked the Board for appointing her and that she was honored to serve on the board and represent the community.

County Commission Thompkins presented the following on the activities of Jackson County:

- 5-6 new vehicles were purchased for the Public Safety Department
- Back up heating system was purchased for the patching oil
- Which bridges to be worked on in the future
- Parks and the removal of geese
- Keely Park (formerly fairgrounds) funds came from a Bond Issue.

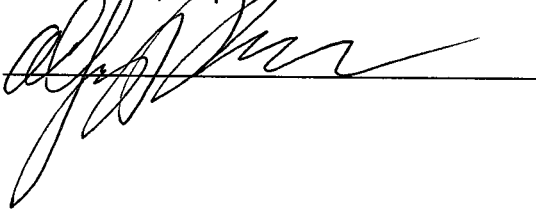
Supervisor Comments:

- A Moment of Silence was held for Trustee David Miller.
- Report was given on switching from Frontier to WOW for both Internet and telephone services, which will be up and running sometime in February.
- Orien Wetzel has agreed to be the Township's liaison with the Village of Concord for the combined Master Plan.
- Discussion was held on need for a local plumber inspector. Motioned by Cavasin, supported by Dishaw to appoint Tim Basore as the new Mechanical/Plumbing Inspector at \$60.00 per inspection. Motion was approved.
- Discussion was held on different organizations wanting a link to their site from the Township's webpage and the possibility of charging them. Motioned by Dishaw, supported by Clark to only allow service type organizations the ability to link from our website and to charge \$1.00 per month, paid for the year upfront. Motion was approved.
- Discussion was held on the need to create a new permit document that would link all the necessary permits. Motioned by Clark, supported by Bush to spend up to \$600 to create such a document. Motion was approved.

- Trustee Jim Bush will now represent the Board on the Fire Board and Trustee Naomi Carr will represent the Board on the Planning Commission.
- Work is being done on how to spend the road money over the next few years.
- On the website all the minutes for the different boards and committees will be under one heading "Minutes".
- Met with Deputy Jacobsen and the Jackson Animal Control Officer about the kennel situation and the possibility of a new complaint being started; at the current time the property appears to be vacant.
- Will be meeting with Deputy Jacobsen about the ongoing blight issues.

Motion by Bush, supported by Carr to adjourn at 8.35 P.M. Motion was approved.

Al Cavasin, Supervisor

A handwritten signature in black ink, appearing to read 'Al Cavasin', is written over a horizontal line.

Date:

3/11/19

CONCORD TOWNSHIP
REGULAR CHECKING ACCOUNT TRANSACTIONS
FEBRUARY 28, 2019

	CHECK #
BANK BALANCE	\$ 70,153.52
MONEY MKT	\$ 153,136.31
CD - 7113	\$ 115,817.59
	<hr/>
LESS ROAD FUNDS	\$ 339,107.42
	\$ 67,323.75
GENERAL FUND BALANCE	\$ 271,783.67

GL NUMBER	DESCRIPTION	2018-19 AMENDED BUDGET	NORMAL (ABNORMAL)	INCREASE (DECREASE)	NORMAL (ABNORMAL)	% BDT USED
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Fund 101 - GENERAL FUND						
Revenues						
Dept 000						
101-000-402.000	PROPERTY TAX REVENUE	64,253.52	58,272.65	22,675.75	5,980.87	90.69
101-000-434.000	TRAILER FEES	0.00	156.00	19.50	(156.00)	100.00
101-000-447.000	ADMINISTRATION FEE	26,365.75	25,817.93	7,515.66	547.82	97.92
101-000-451.000	1 MILL - ROAD	72,842.28	66,053.66	25,706.69	6,788.62	90.68
101-000-475.000	BUILDING PERMITS	10,500.00	7,905.00	120.00	2,595.00	75.29
101-000-477.000	CABLE FRANCHISE FEE	0.00	579.32	184.31	(579.32)	100.00
101-000-478.000	LIQUOR FEES	0.00	398.75	0.00	(398.75)	100.00
101-000-480.000	TRAILER RENEWAL	0.00	0.00	0.00	0.00	0.00
101-000-502.000	STATE FUNDS	150,000.00	75,263.00	0.00	74,737.00	50.18
101-000-503.000	STATE ED BILLING FEE	4,195.00	4,195.00	0.00	0.00	100.00
101-000-573.000	STABILIZATION FUND (STATE)	4,000.00	0.00	0.00	4,000.00	0.00
101-000-628.000	RIGHT OF WAY FUNDS	0.00	0.00	0.00	0.00	0.00
101-000-629.000	ZONING AND BOARD OF APPEALS HEARINGS	0.00	0.00	0.00	0.00	0.00
101-000-630.000	ELECTIONS	0.00	1,445.86	0.00	(1,445.86)	100.00
101-000-631.000	LAND SPLITS	0.00	720.00	0.00	(720.00)	100.00
101-000-657.000	POLICE FINES	0.00	0.00	0.00	0.00	0.00
101-000-658.000	ORDINANCE FEES	100.00	0.00	0.00	100.00	0.00
101-000-659.000	INTEREST	4,900.00	1,307.54	27.64	3,592.46	26.68
101-000-665.001	SULLIVAN FUND INTEREST	0.00	0.00	0.00	0.00	0.00
101-000-673.000	POLICE ASSETS SOLD	0.00	0.00	0.00	0.00	0.00
101-000-675.000	VILLAGE OF HANOVER	0.00	0.00	0.00	0.00	0.00
101-000-677.000	MISCELLANEOUS	5,500.00	1,966.66	1,855.75	3,533.34	35.76
101-000-691.000	TO BALANCE BUDGET-USE OF FUND BALANCE	6,418.73	0.00	0.00	6,418.73	0.00
101-000-693.000	SALE OF ASSETS	0.00	350.00	0.00	(350.00)	100.00
101-000-699.000	POLICE INCOME	0.00	0.00	0.00	0.00	0.00
101-000-699.001	POLICE SPECIAL INCOME	0.00	0.00	0.00	0.00	0.00
101-000-699.151	CEMETERY	19,500.00	12,440.00	25.00	7,060.00	63.79
Total Dept 000		368,575.28	256,871.37	58,130.30	111,703.91	69.69
TOTAL REVENUES						
		368,575.28	256,871.37	58,130.30	111,703.91	69.69

Expenditures						
Dept 101 - TOWNSHIP BOARD						
101-101-704.000	TOWNSHIP BOARD	10,000.00	8,440.40	601.37	1,559.60	84.40
101-101-709.000	FTCA	0.00	104.78	8.06	(104.78)	100.00
101-101-711.000	MEDICARE	0.00	24.48	1.88	(24.48)	100.00
101-101-802.000	OFFICE LEASE	7,200.00	4,800.00	600.00	2,400.00	66.67
101-101-812.000	SULLIVAN	0.00	0.00	0.00	0.00	0.00
101-101-814.000	RIGHT OF WAY EXPENSE	0.00	0.00	0.00	0.00	0.00
101-101-985.000	CAPITAL EXPENSES	15,345.00	15,345.00	0.00	0.00	100.00
Total Dept 101 - TOWNSHIP BOARD		32,545.00	28,714.66	1,211.31	3,830.34	88.23

Dept 171 - SUPERVISOR						
101-171-703.000	TOWNSHIP SUPERVISOR	10,600.00	6,814.43	801.79	3,785.57	64.29
101-171-709.000	FTCA	0.00	330.69	41.34	(330.69)	100.00
101-171-711.000	MEDICARE	0.00	77.31	9.66	(77.31)	100.00
Total Dept 171 - SUPERVISOR		10,600.00	7,222.43	852.79	3,377.57	68.14

GL NUMBER	DESCRIPTION	2018-19 AMENDED BUDGET	YTD BALANCE 02/28/2019 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 02/28/2019 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDCFT USED
Fund 101 - GENERAL FUND						
Expenditures						
Dept 215 - CLERK						
101-215-703.002	CLERK	19,500.00	12,235.69	1,530.39	7,264.31	62.75
101-215-704.002	DEPUTY CLERK	2,200.00	1,325.85	228.85	874.15	60.27
101-215-709.000	FICA	0.00	694.96	87.18	(694.96)	100.00
101-215-711.000	MEDICARE	0.00	162.50	20.39	(162.50)	100.00
Total Dept 215 - CLERK		21,700.00	14,419.00	1,866.81	7,281.00	66.45
Dept 223 - AUDITOR						
101-223-801.001	AUDIT	2,500.00	0.00	0.00	2,500.00	0.00
Total Dept 223 - AUDITOR		2,500.00	0.00	0.00	2,500.00	0.00
Dept 247 - BOARD OF REVIEW						
101-247-704.008	BOARD OF REVIEW	950.00	215.15	23.28	734.85	22.65
101-247-709.000	FICA	0.00	11.16	0.00	(11.16)	100.00
101-247-711.000	MEDICARE	0.00	2.60	0.00	(2.60)	100.00
Total Dept 247 - BOARD OF REVIEW		950.00	228.91	23.28	721.09	24.10
Dept 253 - TREASURER						
101-253-703.003	TREASURER	21,500.00	14,458.43	1,392.70	7,041.57	67.25
101-253-704.003	DEPUTY TREASURER	6,240.00	468.00	0.00	5,772.00	7.50
101-253-709.000	FICA	0.00	649.02	77.50	(649.02)	100.00
101-253-711.000	MEDICARE	0.00	151.75	18.13	(151.75)	100.00
Total Dept 253 - TREASURER		27,740.00	15,727.20	1,488.33	12,012.80	56.70
Dept 257 - ASSESSOR						
101-257-703.001	ASSESSOR	27,000.00	17,369.26	2,006.66	9,630.74	64.33
101-257-704.001	DEPUTY ASSESSOR	0.00	0.00	0.00	0.00	0.00
101-257-709.000	FICA	0.00	858.93	107.37	(858.93)	100.00
101-257-711.000	MEDICARE	0.00	200.86	25.11	(200.86)	100.00
Total Dept 257 - ASSESSOR		27,000.00	18,429.05	2,139.14	8,570.95	68.26
Dept 262 - ELECTIONS						
101-262-707.000	ELECTIONS	5,000.00	3,947.26	0.00	1,052.74	78.95
101-262-709.000	FICA	0.00	58.83	0.00	(58.83)	100.00
101-262-711.000	MEDICARE	0.00	13.77	0.00	(13.77)	100.00
Total Dept 262 - ELECTIONS		5,000.00	4,019.86	0.00	980.14	80.40
Dept 265 - BUILDING & GROUNDS						
101-265-704.006	BUILDING & PLANNING	6,500.00	1,643.11	0.00	4,856.89	25.28
101-265-709.000	FICA	0.00	146.25	17.12	(146.25)	100.00
101-265-711.000	MEDICARE	0.00	34.21	4.00	(34.21)	100.00
101-265-810.000	PERMIT EXPENSE	9,000.00	5,360.92	623.76	3,639.08	59.57

PERIOD ENDING 02/28/2019

GL NUMBER	DESCRIPTION	2018-19		YTD BALANCE 02/28/2019	ACTIVITY FOR MONTH 02/28/2019		AVAILABLE BALANCE	% BDT USED
		AMENDED BUDGET	NORMAL		INCREASE (DECREASE)	NORMAL (ABNORMAL)		
Fund 101 - GENERAL FUND								
Expenditures								
Total Dept 265 - BUILDING & GROUNDS		15,500.00		7,184.49		644.88	8,315.51	46.35
Dept 266 - ATTORNEY								
101-266-801.000	ATTORNEY	4,500.00		1,449.25		869.50	3,050.75	32.21
Total Dept 266 - ATTORNEY		4,500.00		1,449.25		869.50	3,050.75	32.21
Dept 301 - POLICE								
101-301-804.000	POLICE	39,398.00		26,425.99		3,315.32	12,972.01	67.07
Total Dept 301 - POLICE		39,398.00		26,425.99		3,315.32	12,972.01	67.07
Dept 336 - FIRE								
101-336-704.004	FIRE	61,300.00		46,078.14		0.00	15,221.86	75.17
101-336-709.000	FICA	0.00		40.92		0.00	(40.92)	100.00
101-336-711.000	MEDICARE	0.00		9.57		0.00	(9.57)	100.00
Total Dept 336 - FIRE		61,300.00		46,128.63		0.00	15,171.37	75.25
Dept 446 - ROADS								
101-446-805.000	DUST CONTROL	0.00		0.00		0.00	0.00	0.00
101-446-806.000	ROADS	72,842.28		0.00		0.00	72,842.28	0.00
Total Dept 446 - ROADS		72,842.28		0.00		0.00	72,842.28	0.00
Dept 567 - CEMETERY								
101-567-704.005	CEMETERY	47,000.00		31,847.06		2,669.92	15,152.94	67.76
101-567-709.000	FICA	0.00		86.80		10.85	(86.80)	100.00
101-567-711.000	MEDICARE	0.00		20.31		2.54	(20.31)	100.00
101-567-807.000	CEMETERY	0.00		0.00		0.00	0.00	0.00
101-567-998.000	ROUNDING ACCOUNT	0.00		0.00		0.00	0.00	0.00
Total Dept 567 - CEMETERY		47,000.00		31,954.17		2,683.31	15,045.83	67.99
Dept 701 - PLANNING								
101-701-704.009	PLANNING MEETINGS	0.00		1,800.00		0.00	(1,800.00)	100.00
101-701-709.000	FICA	0.00		111.60		0.00	(111.60)	100.00
101-701-711.000	MEDICARE	0.00		26.08		0.00	(26.08)	100.00
101-701-955.000	MISCELLANEOUS EXPENSE	0.00		0.00		0.00	0.00	0.00
Total Dept 701 - PLANNING		0.00		1,937.68		0.00	(1,937.68)	100.00
Dept 702 - APPEALS BOARD								
101-702-704.007	APPEALS BOARD	0.00		0.00		0.00	0.00	0.00
101-702-709.000	FICA	0.00		0.00		0.00	0.00	0.00
101-702-711.000	MEDICARE	0.00		0.00		0.00	0.00	0.00
Total Dept 702 - APPEALS BOARD		0.00		0.00		0.00	0.00	0.00

REVENUE AND EXPENDITURE REPORT FOR CONCORD TOWNSHIP

PERIOD ENDING 02/28/2019

GL NUMBER	DESCRIPTION	AMENDED BUDGET	2018-19 2018-19	YTD BALANCE 02/28/2019	ACTIVITY FOR MONTH 02/28/2019	AVAILABLE BALANCE	% BDC & BDC USED
Fund 101 - GENERAL FUND							
Expenditures							
TOTAL EXPENDITURES		368,575.28		203,841.32	15,094.67	164,733.96	55.31
Fund 101 - GENERAL FUND:							
TOTAL REVENUES		368,575.28		256,871.37	58,130.30	111,703.91	69.69
TOTAL EXPENDITURES		368,575.28		203,841.32	15,094.67	164,733.96	55.31
NET OF REVENUES & EXPENDITURES		0.00		53,030.05	43,035.63	(53,030.05)	100.00

2018 PROPERTY TAX DISBURSEMENTS (WINTER)

DATE	TOTAL	WESOP	WES DEBT	MED CARE	LIBRARY	JAIL	SENIOR	JCC	LIFEWAYS	PARKS	ANIMAL	JKN ISD	TWP 1
12/15/2018	222025.13	1963.27	5551.73	2301.93	16205.64	4467.60	2301.93	10543.05	4605.07	4605.07	2301.93	76256.46	760
12/31/2018	650026.78	1144.51	21879.81	6802.94	47888.93	13202.71	6802.94	31155.56	13608.78	13608.78	6802.94	221001.10	2248
1/15/2019	167434.18	1513.25	5567.72	1662.12	11700.02	3225.59	1662.12	7611.73	3324.83	3324.83	1662.12	55350.38	549
1/31/2019	165470.76	5048.33	12215.59	1499.45	10554.39	2909.85	1499.45	6866.48	2999.37	2999.37	1499.45	49872.48	495
2/15/2019	589536.47	9638.81	16822.02	5309.84	37378.67	10305.09	5309.84	24317.66	10621.99	10621.99	5309.84	176535.88	1754
2/28/2019	38603.17	0.00	2921.54	393.01	2766.49	762.71	393.01	1799.84	786.18	786.18	393.01	12849.76	129
TOTALS	1,833,096.49	19,208.17	64,958.41	17,969.29	126,494.14	34,873.55	17,969.29	82,294.32	35,946.22	35,946.22	17,969.29	591,866.06	59,38
DELINQUENT	149,670.11	320.40	1,465.27	1,391.41	9,797.11	2,700.68	1,391.41	6,373.76	2,783.82	2,783.82	1,391.41	45,390.42	4,59
GROSS TAX	1,982,766.80	19,528.57	66,423.68	19,360.70	136,291.25	37,574.23	19,360.70	88,668.08	38,730.04	38,730.04	19,360.70	637,256.48	63,98
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
BD OF REVIEW	-14,219.55	-1042.23	0.00	-24.72	-173.93	-47.95	-24.72	-113.15	-49.42	-49.42	-24.72	-866.07	-8
TOTAL TAX LEVIED	1,968,547.05	18,486.34	66,423.68	19,335.98	136,117.32	37,526.28	19,335.98	88,554.93	38,680.62	38,680.62	19,335.98	636,390.41	63,90
TO BE COLLECTED	149,670.11	320.40	1,465.27	1,391.41	9,797.11	2,700.68	1,391.41	6,373.76	2,783.82	2,783.82	1,391.41	45,390.42	4,59
DNR	1,220.30	0.00	0.00	11.23	79.07	21.80	11.23	51.44	22.47	22.47	11.23	393.76	3
IPTS	4,360.03	0.00	0.00	40.90	287.99	79.37	40.90	187.37	81.84	81.84	40.90	1434.13	13

#1	#2									
CONDEBT	CONDEBT	CON S.F.	MARS OP	MARS SF	ALB DEBT	CAL ISD				
22311.10	12500.04	15585.78	692.97	506.80	1170.75	3145.29				
62328.25	34920.42	43540.66	3165.40	1993.23	4604.46	12370.02				
15574.86	8726.11	10880.22	885.78	332.15	767.30	2061.37				
11133.44	6237.73	7777.39	0.00	306.19	707.35	1900.33				
50051.96	28042.42	34964.79	5558.11	1094.73	2528.92	6794.05				
3072.36	1721.35	2146.23	0.00	65.67	151.74	407.65				

164,471.97	92,148.07	114,895.07	10,302.26	4,298.77	9,930.52	26,678.71				
14,021.10	7,855.42	9,794.58	0.00	387.61	895.38	2,405.50				
178,493.07	100,003.49	124,689.65	10,302.26	4,686.38	10,825.90	29,084.21				
0.00	0.00	0.00	0.00	0.00	0.00	0.00				
-278.80	-156.19	-194.76	0.00	0.00	0.00	0.00				
178,214.27	99,847.30	124,494.89	10,302.26	4,686.38	10,825.90	29,084.21				
14,021.10	7,855.42	9,794.58	0.00	387.61	895.38	2,405.50				
=====										
			0.00	0.00	0.00	0.00				
=====										
			COUNTY							
126.75	71.01	88.55	230.08	0.00	0.00	0.00				
461.65	258.64	322.49	0.00	0.00	0.00	0.00				
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CONCORD BLOTTER 2019



Jackson County Sheriff's Office Report - Concord Detachment F E B R U A R Y

PATROL DAYS IN FEBRUARY: 20

PATROL HOURS WORKED : 160

TOTAL DISPATCHES:	39
Concord VILLAGE:	19
Concord TOWNSHIP:	14
Calls OOA (Out of Area / Back-up)	6

	<i>Village</i>	<i>Township</i>	<i>TOTAL</i>
Calls for Service	19	14	33
Through 911 Dispatch	4	7	11
Thru Local Means	15	7	22
Traffic Stops	9	8	17
Citations	2	2	4
Verbal Warnings	5	5	10
Motorist Assists	2	1	3
FULL Reports	0	0	0
CHARGE Packages	0	0	0
'Add Narratives'	13	7	20
In-Custody Arrests	0	0	0
Citation Arrests	0	0	0
Warrant / Admin. Arrests	1	0	1
Prop. & Vacation checks	22	16	38
Ordinance Visits	4	1	5
PARKING TICKETS	2	---	2

- 911 calls when I was NOT on-duty - 8 (4 village / 4 township)

Deputy Larry Jacobson / Badge# 5606 – Concord Detachment

<i>Type of complaints</i>	<i>Village</i>	<i>Township</i>	<i>TOTAL</i>
Larceny Complaints	0	0	0
Simple Assaults	0	0	0
Fraud / I.D Theft Complaints	0	0	0
Animal Complaints	2	2	4
Verbal Arguments (TWS)	1	1	2
Domestic Situations	1	1	2
Child Custody / CPS Complaints	1	0	1
Drug Complaints	0	1	1
MDOP Complaints	0	0	0
Trespassing Issues	1	0	1
Alarms	0	1	1
Illegal Dumping Complaints	0	0	0
Traffic Crashes	1	5	6
Traffic Issues (Trees, lines)	2	0	2
B&E (Burglary)	0	0	0
Personal Welfare Checks	1	0	1
Suspicious Situations (BOL's)	2	1	3
Peace Officer	1	0	1
Lost/Found Property	1	0	1
Tagged vehicles (48 hrs to tow)	0	0	0
VIN Inspections	0	0	0
Computer Crimes & Scams	0	0	0
Natural Deaths	0	0	0
Landlord / Tenant Disputes	1	0	1
Ordinance Complaints	4	1	5
<i>Misc. Disp. (Assists)</i>	0	1	1

Deputy Larry Jacobson / Badge# 5606 – Concord Detachment



The battle that is getting folks to shovel their sidewalks within 48 hours of a snow storm rages on! I handed out app. 25 fliers in February for this and issued 2 civil citations for fines. Just in time for spring!



The subject(s) involved in the B&E's of the bus garage and Concord Mfg. have been indentified in cases headed up by Calhoun County and the State Police. More to come as this moves on...



Speed watch 2019: Here are 3 cases where writing a citation is easy-

- On King Rd. near S. Parma Rd – 87 in a 55.
- On N. Concord Rd. near Warner Rd. – 83 in a 55.
- On S. Main St. @ Harmon St. – 57 in a 25

S L O W D O W N !!!!!

Deputy Larry Jacobson / Badge# 5606 – Concord Detachment

Concord Fire Board Minutes – February 20, 2019, 2019

Board Members Present: Meeks, Lauer, Norris, Bush & Clark

Board Members Absent: None

Other Present: Chief Lloyd Mosher & Lorrie Mosher

The February 20, 2019 meeting was called to order at 6:00 pm. The Pledge of Allegiance was honored, a quorum declared and agenda approved. Minutes for the January meeting were approved.

Chief's Agenda:

Review of runs for the month of January 2019: 22 Runs (10 Township, 8 Village, 2 Mutual Aid & 2 training) with a payroll of \$3,258.00.

Review of bills for January 2019
Vehicle Supplies – Fuel – 100.18
Internet & Phone (Bundle) – 81.29
Electric – 87.31
Natural Gas – 195.61
Water/Sewer/Garbage – 120.11
Building Maintenance – 975.00

Total Bills Paid: \$1,559.50

Bills were accepted as printed.

Fire Stabilization report showed \$169,449.00 at the end of January 2019.

Chief's Report:

Old Business:

Chief Mosher reported that Motorola is replacing 265 radios at no cost, but the State of Michigan is charging \$65.00 per radio to reprogram them. The cost to Concord Fire Department will be \$1,690.00. Should be up and running on March 1, 2019. (Heard that one before).

New Business:

Chief Mosher passed out the Pro's and Con's of Pulaski, Village and Township merging once again as a joint fire department. There was a lengthy discussion. Only at talking stage at this point.

Chief's review was postponed to March meeting.

Public Comment:

None

Board Comment:

None

Next meeting is to be held on March 20, 2019 at 6:00 pm.

Clark made a motion to adjourn at 7:00 pm. Meeks supported. Motion carried.

Submitted by:

Judy Clark, Secretary

CONCORD TOWNSHIP BOARD RESOLUTION
To Adopt Poverty Exemption Income Guidelines and Asset Test

WHEREAS, the adoption of guidelines for poverty exemptions is required of the Township Board; and

WHEREAS, the principal residence of persons, who the Supervisor/Assessor and Board of Review determines by reason of poverty to be unable to contribute to the public charge, is eligible for exemption in whole or in part from taxation under Public Act 390 of 1994 (MCL 211.7u); and

WHEREAS, pursuant to PA 390 of 1994 the Township of Concord, Jackson County adopts the following guidelines for the Board of Review to implement. The guidelines shall include but not be limited to the specific income and asset levels of the claimant and all persons residing in the household, including any property tax credit returns, filed in the current or immediately preceding year;

To be eligible, a person shall do all the following on an annual basis:

- 1) Be an owner of and occupy as a principal residence the property for which an exemption is requested.
- 2) Not own any other real estate and/or recreational vehicles in or out of the State of Michigan. Cash assets in savings and checking accounts shall not exceed two thousand dollars (\$2,000.00). The level of cash assets may be waived under extenuating circumstances as determined by the Board of Review.
- 3) Hardship exemption may be up to the amount of property tax not returned pursuant to the Michigan Property Tax Credit if the total household income of the applicant meets with the income guidelines set by the Township of Concord each year, which consists of the income guidelines contained in paragraph 8 of this policy.
- 4) File a completed application with the Township Assessor after January 1, but at least one day prior to the last day of the December Board of Review on a form provided by the Township.
- 5) Provide current or preceding year federal and state income tax credit returns. The applicant must file for the Michigan Real Estate Property Tax Credit. An exemption shall not be given for the amount of property tax refundable by any organization or governmental agency.
- 6) Produce a valid driver's license or other form of identification if requested.
- 7) Produce, if requested, a deed, land contract, or other evidence of ownership of the property for which an exemption is requested.
- 8) Meet the Concord Township's income standards "Poverty Threshold" for the calendar year in question. As its "Poverty Threshold", the

Township of Concord has adopted and incorporated the federal poverty income guidelines as defined and determined annually by the United States Department of Health and Human Services.

- 9) This policy and guidelines apply only to individuals and are not for trusts or other types of ownership's such as Corporations, Limited Liability Companies, partnerships, associations and co-owners (the only exception being the individual owner of life estate).
- 10) Only the assessed value of the homestead of an owner of a life estate shall apply, but the incomes of the owner of a life estate and income of all interested persons and household members shall be combined for determination of the poverty threshold. The owner of the life estate must reside and use the property as his/her homestead.
- 11) Any tax exemption given to an individual under these guidelines shall be for the one year's taxes, and a new application will be required each year an exemption is requested.

The Township Assessor and the Board of Review shall notify in writing all applicants whose application for exemption is being denied. The applicant may appeal the decision by applying to the Michigan Tax Tribunal and filing the appeal in writing prior to June 30th for a March Board of Review action. For July and December Board of Review actions you must file with the Tribunal within 35 days of receipt of your answer from the Board of Review.

NOW, THEREFORE, BE IT HEREBY RESOVED that the Supervisor/Assessor and Board of Review shall follow the above state police and federal guidelines in granting or denying an exemption, unless the Supervisor/Assessor and Board of Review determines there are substantial and compelling reasons why there should be a deviation from the police and federal guidelines and these reasons are communicate din writing to the claimant.

The foregoing resolution offered by Board Member Judy Clark and supported by Board Member Jim Bush.

Upon roll call vote, the following voted "Aye:" Carr, Dishaw, Cavasin, Clark and Bush.
"Nay:" None.

The Supervisor declared the resolution adopted.

Sheryll A. Dishaw, Clerk

I, Sheryll A. Dishaw, the duly appointed and acting Clerk of Concord Township, hereby certify that the foregoing resolution was adopted by the Township Board of Concord at the regular meeting of said Board held on March 11, 2019, at which meeting a quorum was present by roll call vote of sate members as hereinbefore set forth; that said resolution was ordered to take immediate effect.

Sheryll A. Dishaw, Clerk



Christopher J. Bolt, MPA, PE
Managing Director

Robert D. Griffis
Dir. of Operations / Deputy Managing Director

Angela Kline, PE
Dir. of Engineering / Deputy Managing Director

Bruce W. Crews, JD
Asst. to the Managing Director / Management Analyst

Julie Anderson
Senior Accountant

Erica M. Czolgosz, MSA-HR
Sr. Human Resources Manager

Shawn R. Surque
Project Manager

To: Mr. Al Cavasin, Supervisor
From: Shawn Surque, Project Manager
Re: 2019 Road Work
Date: March 5, 2019

Hello Al,

Enclosed please find a contract for the roads we discussed at our last meeting.

I have provided an envelope for the remittance of the advance payment of \$37,696.49 and for returning the signed contract. Final billing will take place after completion of the project.

Only one signature is required on the contract. When I receive the contract back from you, I will have Christopher sign on our behalf and send you a copy of the finalized document.

Lee Chamberlain and I worked together on this with Lee doing the brunt of the field work. Lee has strategically placed the Local Paver Patch provided to your township over the last three (3) years so we can minimize asphalt costs as much as possible on contracts such as this. We will continue to utilize this process in the future.

All work will be performed by internal forces. Spray Patching and Skip Paving operations should be completed by May and the Chip/Fog Seal will most likely be performed in August.

As always, it's a pleasure working with you and your board and we truly appreciate your support in improving our local road network.



JACKSON COUNTY DEPARTMENT OF TRANSPORTATION

The township of Concord hereby requests the Jackson County Department of Transportation (JCDOT) to improve the following road(s):

<u>Project Name - Location</u>	<u>Type of Work</u>	<u>Amount</u>	<u>Project No.</u>	<u>Date</u>
Warner-Parsons-Little-Elm Row	See Scope of Work	See Scope of Work	T.B.D	3/5/2019

SCOPE OF WORK:
 Perform Spray Patching and Chip/Fog Seal on the following roads:
Warner Rd - Albion Rd to M-60 **Parsons Rd** - Sears Rd to M-60 Little Rd - **King Rd** to Erie Rd
 Perform HMA Skip Paving on the following road:
Elm Row Road - Bath Mills Rd to N. Concord Rd

ESTIMATED COST: (This is NOT a Bid). The project costs are **estimated** based on the proposed plan quantities and current cost. The plan **quantities are subject to change** due to actual field conditions. Costs are subject to change if the project is delayed due to (utility relocations, right of way, DNR Permits, weather, completion of prior project(s), etc.), and as JCDOT's costs change (wages, equipment rental rates, materials, overhead, etc). **The project cost is estimated as follows:**

Work or Material Description	Quantity	Unit Type	Unit Cost	Opinion of Cost
Warner Road				\$0.00
Spray Patching	16,701	Syd	\$0.52	\$8,684.52
Chip/Fog Seal	33,402	Syd	\$1.55	\$51,773.10
Parsons Road				\$0.00
Spray Patching	12,383	Syd	\$0.52	\$6,439.16
Chip/Fog Seal	24,768	Syd	\$1.55	\$38,390.40
				\$0.00
Little Road				\$0.00
Spray Patching	27,143	Syd	\$0.52	\$14,114.36
Chip/Fog Seal	27,143	Syd	\$1.55	\$42,071.65
				\$0.00
Elm Row Road				\$0.00
HMA Skip Paving	300	Ton	\$75.00	\$22,500.00
Spray Patching	28,000	Syd	\$0.52	\$14,560.00
Opinion of Probable Construction Cost:				\$198,533.19
Project Design and Administration @ 8.5%:				\$ 16,875.32
Township Contingency @ 5% of Construction Cost :				Waived
Opinion of Probable Project Cost TOTAL:				\$ 215,408.51

MATCH COST: The JCDOT is authorized to participate in Local Road Construction by Act 51 of P. A. 1951 247.662, Section 12, (15) which states "Michigan Transportation Funds may be expended for construction purposes on **Local Roads** only to the extent matched money from other sources,...." The JCDOT agrees to match in the amount of **THIRTY PERCENT- (30%)** of actual cost, provided that sufficient funds are available for local road improvement projects. The township hereby agrees to match in the amount of **SEVENTY PERCENT- (70%)** of actual cost and will **advance TWENTY-FIVE PERCENT- (25%)** of the township's match prior to the beginning of construction. **The JCDOT requires that the township establish a Contingency (between 0% and 25% of the total estimated construction costs) for unanticipated project costs based on risk.**

Township Match: \$ 150,785.96
Jackson County Department of Transportation Match: \$ 64,622.55
Estimated TOTAL Project Cost: \$ 215,408.51

Township ADVANCE AMOUNT: \$ 37,696.49
 Advance must be received before construction may commence.

PAYMENT OF COST: The JCDOT will bill the township as the project proceeds. **Payment is Due Sixty- (60) days after the billing Date.** Project costs not paid by **Due Date** will be subject to a **Service Charge of Eight Percent- (8%) per annum** on the unpaid balance.

<p>This agreement is approved by the Jackson County Department of Transportation on the ____ day of _____, 20 ____.</p> <p>Signed: Christopher J. Bolt, MPA, PE Managing Director</p>	<p>This agreement was approved by the Concord Township Board during their _____ meeting</p> <p>Supervisor: _____</p> <p>Clerk: _____</p> <p>Treasurer: _____</p> <p>Trustee: _____</p> <p>Trustee: _____</p>
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**TOWNSHIP OF CONCORD
COUNTY OF JACKSON, STATE OF MICHIGAN**

ORDINANCE NO. 33

ADOPTED: _____, 2018

EFFECTIVE: _____, 2018

**PROHIBITION OF RECREATIONAL MARIHUANA ESTABLISHMENTS
ORDINANCE**

An ordinance to provide a title for the ordinance; to define words; to prohibit marihuana establishments within the boundaries of Concord Township pursuant to Initiated Law 1 of 2018, MCL _____ *et seq.*, as may be amended; to provide penalties for violation of this ordinance; to provide for severability; to repeal all ordinances or parts of ordinances in conflict therewith; and to provide an effective date.

**THE TOWNSHIP OF CONCORD
JACKSON COUNTY, MICHIGAN**

ORDAINS:

**SECTION I
TITLE**

This ordinance shall be known as and may be cited as the Concord Township Prohibition of Marihuana Establishments Ordinance.

**SECTION II
DEFINITIONS**

Words used herein shall have the definitions as provided for in Initiated Law 1 of 2018, MCL _____ *et seq.*, as may be amended.

**SECTION III
NO MARIHUANA ESTABLISHMENTS**

Concord Township hereby prohibits all marihuana establishments within the boundaries of the Township pursuant to Initiated Law 1 of 2018, MCL _____ *et seq.*, as may be amended.

**SECTION IV
VIOLATIONS AND PENALTIES**

1. Any person who disobeys neglects or refuses to comply with any provision of this ordinance or who causes allows or consents to any of the same shall be deemed to be responsible for the violation of this ordinance. A violation of this ordinance is deemed to be a nuisance per se.

2. A violation of this ordinance is a municipal civil infraction, for which the fines shall not be less than \$100 nor more than \$500, in the discretion of the Court. The foregoing sanctions shall be in addition to the rights of the Township to proceed at law or equity with other appropriate and proper remedies. Additionally, the violator shall pay costs which may include all expenses, direct and indirect, which the Township incurs in connection with the municipal civil infraction.

3. Each day during which any violation continues shall be deemed a separate offense.

4. In addition, the Township may seek injunctive relief against persons alleged to be in violation of this ordinance, and such other relief as may be provided by law.

5. This ordinance shall be administered and enforced by the Ordinance Enforcement Officer of the Township or by such other person (s) as designated by the Township Board from time to time.

SECTION V
SEVERABILITY

The provisions of this ordinance are hereby declared to be severable. If any clause, sentence, word, section or provision is hereafter declared void or unenforceable for any reason by a court of competent jurisdiction, it shall not affect the remainder of such ordinance which shall continue in full force and effect.

SECTION VI
REPEAL

All ordinance or parts of ordinances in conflict herewith are hereby repealed.

SECTION VII
EFFECTIVE DATE

This ordinance shall take effect _____, 2018.

CONCORD TOWNSHIP
Sheryll Dishaw, Clerk
() - -



February 2, 2019

Al Cavasin, Supervisor
Concord Township
121 Grove St. P.O. Box #236
Concord, MI 49237

Re: Grant Application

Dear Project Manager, Cavasin

I am writing to inform you that your grant request has been approved for funding. The Board of Directors of the Par Plan has approved a grant in the amount of **\$1,678.00** from the Risk Reduction Grant Program (see item 3 on attached agreement).

Kindly return a signed grant agreement to this office as soon as possible. Once the project is completed, the grantee will be reimbursed upon receipt of bills, invoices, photos and evidence of payment (cancelled check) for the specific grant purpose. Invoices for expenditures must be dated after the date of the grant agreement.

Please note the following information about the time within which a grant is to be used. The grant's purpose must be completed and the written request for reimbursement must be filed within six (6) months from the date of the grant agreement (August 2, 2019). Any grant project started before receipt of grant notification will not be considered a valid request. This program does not allow completion date extensions. If the grant project is not completed within the six-month time frame stated above; grants will be considered forfeited.

Please provide us your feedback and ideas that can help us improve the grant process.

With best regards,

Glen K. Lile, Chairman
MICHIGAN TOWNSHIP PARTICIPATING PLAN

Enclosure: RRGF Grant Agreement

T:\RRGP\15th Cycle October1-Nov.30 2018 Awardee Letters

Michigan Township Participating Plan Risk Reduction Grant Program Agreement

Date Agreement entered into February 2, 2019

Upon application by **Concord Township** (hereinafter "Grantee") to the Michigan Township Participating Plan Risk Reduction Grant Program (hereinafter "Grantor"), Grantor agrees to make the following Grant, and Grantee agrees to accept such Grant, in accordance with the terms below and subject to the additional conditions set forth in the grant application attached hereto and made a part hereof:

1. GRANT AMOUNT: **\$1,678.00**
2. GRANT TERMS: To be paid upon receipt of bills, invoices, photos and evidence of payment for the specific grant purpose and verification. Invoices for expenditures must be dated after the date of this agreement.
3. SPECIFIC PURPOSES OF THE GRANT: The Grant shall be used solely for the purposes as outlined.

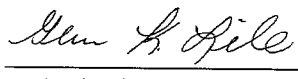
Digital Video System

4. TIME WITHIN WHICH GRANT IS TO BE USED: The grants purpose must be completed and the written request for reimbursement must be filed within six (6) months from the date of the grant agreement (**August 2, 2019**). There will be no grant extensions. If the grant project is not completed within the six-month time frame stated above; grants will be considered forfeited.
5. PHOTO/MEDIA PERMISSION: The grantee authorizes grantor to use photographs or videos either taken by grantor or provided by grantee of the project or program and its participants for promotion and/or advertising related to grantor activities.

Executed by or on behalf of Grantor and Grantee as follows:

GRANTOR:
Michigan Township Participating Plan
1700 Opdyke Court
Auburn Hills, Michigan 48326

GRANTEE:
Project Manager, Al Cavasin
Concord Township
121 Grove St. P.O. Box #236
Concord, MI 49237

By: 
Authorized Signor

Print Name: AL CAVASIN

By: 
Authorized Signor

Dated: **February 2, 2019**

Dated: 2/15/19

MARCH 2019		
VENDOR	REASON	AMOUNT
CREDIT CARD	POSTAGE/PHONES/MTA CONFERENCE	\$ 208.65
CONSUMERS	FEBUARY USAGE FOR OFFICE	\$ 146.13
CONSUMERS	FEBUARY USAGE FOR CEMETERY	\$ 33.70
GREENSTONE	MARCH RENT	\$ 600.00
BUTTERS EXCAVATING & LAWN	MONTHLY FEE FOR CEMETERY	\$ 2,358.33
VILLAGE OF CONCORD	WATER/GARAGE FOR CEMETERY	\$ 51.94
VILLAGE OF CONCORD	WATER/SEWER/GARAGE FOR OFFICE	\$ 86.22
SEMCO ENERGY	FEBUARY USAGE	\$ 99.92
JACKSON COUNTY EQUALIZATION	PERSONAL PROPERTY STATEMENTS FOR ASSESSING	\$ 73.04
THE SALESMAN	AD FOR TRUSTEE	\$ 29.32
GBS	MAY ELECTION SUPPLIES	\$ 297.09
SDS	FIRST QUARTER PROTECTION FOR COMPUTERS/SERVER	\$ 81.00
JACKSON COUNTY TREASURER	MARCH POLICE CHARGES	\$ 3,315.32
BRIGHAM HARDWARE	PAPER PRODUCTS FOR OFFICE	\$ 115.38
DBI	OFFICE SUPPLIES/ELECTION SUPPLIES	\$ 135.16
DBI	POSTER LABOR LAW	\$ 87.99
DBI	COPY/PRINTER PAER/HANGING FILES	\$ 19.62
AMERICAN OFFICE SOLUTIONS	COPIER/PRINTER MAINTENANCE FOR THREE MONTHS	\$ 110.91
THE RECORDER	YEARLY SUBSCRIPTION TO PAPER	\$ 48.00
WOW	MONTH INTERNET FEE	\$ 51.00
H THOMAS ELECTRIC INC	FEBRUARY INSPECTIONS	\$ 120.00
		\$ 8,068.72

Supervisor's Notes
3/11/2019

Bruce Lowstutter is progressing in his rehab from his stroke, but still has difficulty speaking, walking and with his cognitive skills. He expects to make a full recovery in time. So keep him in your prayers and good thoughts. PS: I am fully aware that there is a whole body of law specific to the functioning of the Planning Committee and we can only be without a member for a short period of time. I may find that I need to select a replacement for Bruce in the reasonably near future and have taken steps to meet that necessity should it arise.

After having the open positions on the Board of Trustees and the Planning Committee posted on the website, on the FB page and in the Salesman for the past 2 months I received a total of 4 letters of interest in the positions. I interviewed all of them and have made the decision to appoint Mrs. Cindy Sue Franssen to the position vacated by Orien Wetzel when he left. I look very much forward to working with her on the team.

Our phone & internet service at the office was _____, was not _____, upgraded last Thursday and all is _____, is not _____ working up to expectations.

Orange Barrel Season is upon us and here in Concord, we have Seasonal Weight Restrictions, MDOT's total rebuild of M-60 through Spring Arbor Township, the planned completion of King Rd. repairs and the proposal for possible work on our local thoroughfares. All the relevant material is included with these notes, and we need a vote to commit the funds to our road repair.

Starting in 2017 I wrote for a grant to install a security system here in our office which the board approved at the meeting in February, 2018. The application was submitted and approved on 2/2/2019 (attached) for a total of \$1,678.00. The best price we have on the system is through SDS at \$3,355.64 so we are going to spend another \$1677.64 to get this done, and if we want the grant money, it needs to be completed within 6 months of the date the grant award was issued. We need a vote to complete this process.

The Admin team recently attended MTA training on matters related to assessing, accounting and recreational marijuana. We were told that under the recreational marijuana law, we are required to "opt out" and we needed to write an ordinance and conduct a public meeting to that effect, otherwise we were considered to have "opted in" which is the exact opposite of the medical marijuana laws.

I have 3 firms working up formal quotes on the permit tracking document and will keep everyone posted on progress.

Ms. Dishaw has completed the first leg of creating a digital copy of our Township Ordinances and they have been delivered to the PC for their review and reconstruction. She has done an excellent job.

Work on the Commercial Corridor is ongoing....slow, but ongoing.