

Canaan Township Board of Trustees
Regular Meeting
January 13, 2020
Minutes

Chairman Ed Sayers called the meeting to order at 7:30 PM. Roll call showed all trustees and the fiscal officer present. Also present were Joe Jakubach, Regional External Affairs, First Energy; Tim Abraham, candidate for Morrow County Commissioner; and Burgess Castle, Morrow County Commissioner.

Mr. Jakubach shared that he is the person to reach out to should we have an issues or concerns with First Energy. He also explained the difference between First Energy and First Energy Solutions, which, because of bankruptcy re-organization will be changing their name in the near future. Mr. Jakubach also shared that First Energy will be rebuilding a transmission line that runs through the township. Work on that will begin this spring.

Mr. Tim Abraham is running against Commissioner Warren Davis in the Republican Primary Election on March 17, 2020. Mr. Abraham shared that he was born and raised in Morrow County. He has law enforcement background and 30 plus years in the constructions industry. He is also currently serving on the Republican Central Committee.

Mr. Castle had documents to leave for the trustees to review in regards to the Morrow County Hospital situation. Mr. Castle stated that Avita wishes to buy the hospital, offering \$5 million dollars. The commissioners are currently trying to negotiate with the hospital to do what is best for the hospital and the citizens of Morrow County

The fiscal officer presented the minutes from the December 23, 2019 special meeting. Mr. Bayles made the motion to approve the minutes. Mr. Carwell seconded the motion. Motion passed.

The fiscal officer reported receipts and balances to date in all funds as well as the cash summary for 2019. The bank reconciliation report was also presented. Automatic drafts were examined. The United Bank Statements were also distributed. Credit card purchases for December and early January were reviewed and the attestation statement signed by Mr. Sayers. Mr. Bayles made the motion to approve the reports. Mr. Sayers seconded the motion. Motion passed.

Mr. Carwell made a motion to adopt the following resolution (1-13-2020-1):

RESOLVED, This Board of Trustees of Canaan Township, Morrow County, Ohio, in accordance with the provisions of law has previously adopted a Tax Budget for the next succeeding fiscal year commencing January 1, 2020; and
WHEREAS, The Budget Commission of Morrow County, Ohio, has certified its action thereon to this Board together with an estimate by the County Auditor of the rate of each tax necessary to be levied by this Board, and what part thereof is without, and what part within the ten mill tax limitation; therefore be it
RESOLVED, by the Board of Trustees of Canaan Township, Morrow County, Ohio, that the amounts and rates, as determined by the Budget Commission in its certification, be and the same are hereby accepted; and be it further
RESOLVED, That there be and is hereby levied on the tax duplicate of said Township the rate of each tax necessary to be levied within and without the ten mill limitation as follows:
RESOLVED, that the Clerk of this Board be and she is hereby directed to certify a copy of this resolution to the County Auditor of Said County.

Mr. Bayles seconded the Resolution and the roll being called upon its adoption the vote resulted as: Mr. Sayers, yes; Mrs. Bayles, yes; Mr. Carwell, yes.

The Certificate of Estimated Resources was reviewed and will be filed with the Morrow County Auditor for review by the Budget Commission. A copy is attached to these minutes.

Proposed appropriations for 2020 were presented for examination. Mr. Carwell moved the adoption of the resolution (1-13-2020-2) approving the appropriations for 2020. Mr. Bayles seconded the motion. Upon roll call, the voting was as follows: Mr. Sayers, yes; Mr. Bayles, yes; Mr. Carwell, yes. A copy of the appropriation budget is attached to these minutes.

A review of the records retention schedule was discussed for this coming year. Mrs. Retterer will start the process needed to update the records retention schedule. This will go through the Ohio Historical Society for review and acceptance.

Communications included:

- the Grassroots Clippings newsletter
- Flyer from DKMM regarding upcoming Special Collections Events
- The Ohio Township Association January/February magazine

The trustees checked all the roads on January 7, 2020. The Road Sign Inventory and Management form was completed and is on file.

Mr. Sayers reported that at the last First Consolidated meeting it was discussed that the district is attempting to bring in a survival flight that would rent the facilities at the old Armory on SR 309.

Mrs. Pangborn, Regional Planning Representative, left her report with Mrs. Retterer. It was noted that a Variance Request was granted by the committee for 3 lots on TR 64, just north of State Route 309. The variance will allow Zakir Habib and his family to build three homes, even though each lot is 0.02 to 0.03 short of the 1.5 acres required.

Mr. Carwell gave an update on the disputed Ag-Pro invoice for the Kuhn Mower repair last fall. He is in contact with Jared from Ag-Pro who is trying to get the late fees taken care of as well as a \$300 credit applied for the inconvenience. They are also still waiting to hear back from a Kuhn representative.

The trustees discussed possibly using some of the township hall rent money to purchase some new tables and chairs.

Mr. Bayles made the motion to approve the bills for payment. Mr. Carwell seconded the motion. Motion passed.

There being no further business to come before the board, Mr. Bayles made the motion to adjourn. Mr. Carwell seconded the motion. Motion passed. The meeting adjourned at 9:45 PM.

Trustee: _____
Edward Sayers, Chairman

Trustee: _____
John Bayles, Vice Chairman

Trustee: _____
Matthew Carwell

Fiscal Officer: _____
Jill Retterer

**Canaan Township Board of Trustees
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December 2019 Receipts:

Date:	Amount:	Receipt #:	From:	For:
12/6/2019	\$500.00	82-2019	OTARMA	2019 MORE Grant
12/10/2019	\$25.00	83-2019	Matt Carwell	Township Hall Rental
12/18/2019	\$1,140.33	84-2019	Morrow Co. Auditor	Local Government Distribution
12/19/2019	\$10,009.44	85-2019	Morrow Co. Auditor	December Excise Gas Tax
12/19/2019	\$2,790.15	85-2019	Morrow Co. Auditor	December cents per gallon
12/19/2019	\$562.07	86-2019	Morrow Co. Auditor	December State License Tax
12/19/2019	\$331.50	86-2019	Morrow Co. Auditor	December County License Tax
TOTAL:	\$15,358.49			

December 2019 Payments:

Date:	Amount:	Voucher/Warrant:	To:	For:
12/3/2019	\$907.51	115-2019	OPERS	November Payroll
12/3/2019	\$534.00	116-2019	Treasurer of State	1st Quarter 2020 UAN Fee
12/3/2019	\$587.00	117-2019	Ohio BWC	Worker's Comp. 2020
12/5/2019	\$35.32	118-2019	Ohio Edison	Denmark Street Lights
12/5/2019	\$26.49	118-2019	Ohio Edison	Climax Street Lights
12/11/2019	\$135.00	119-2019	Cardmember Services	Winter Conf. 2020 Reg. Bayles & Guest
12/13/2019	\$72.08	120-2019	Ohio Edison	Township Hall Electric
12/17/2019	\$12.00	121-2019	Delco Water	Township Hall Water
12/18/2019	\$108.18	130-2019	Cardmember Services	Oil and Filter for JD Tractor
12/23/2019	\$907.48	126-2019	OPERS	December Payroll
12/23/2019	\$521.13	127-2019	IRS	4th Quarter Federal Income Taxes
12/23/2019	\$137.40	128-2019	Treasurer of State	4th Quarter Ohio Income Taxes
12/23/2019	\$82.62	129-2019	Treasurer of State	4th Quarter School District Income Taxes
12/9/2019	\$430.70	3564	John Bayles	November Health Ins. Reimbursement
12/9/2019	\$290.24	3565	Matt Carwell	November Health Ins. Reimbursement
12/23/2019	\$721.55	3566	John Bayles	December Payroll
12/23/2019	\$719.58	3567	Matt Carwell	December Payroll
12/23/2019	\$1,026.11	3568	Jill Retterer	December Payroll
12/23/2019	\$731.57	3569	Ed Sayers	December Payroll
12/23/2019	\$400.00	3570	Mike Sayers Farms	O/C Graves Graham & Sayers
12/23/2019	\$683.73	3571	Morrow Co. Commissioners	2020 Emergency Mgt. Services
12/23/2019	\$135.90	3572	Ed Sayers	December Healthcare Reimbursement
12/23/2019	\$290.24	3573	Matt Carwell	December Healthcare Reimbursement
12/23/2019	\$430.70	3574	John Bayles	December Healthcare Reimbursement
TOTAL:	\$9,926.53			

Bank Balance December 31, 2019

United Bank Balance:	\$34,573.78
United Bank MM Balance:	\$265,372.66
TOTAL:	\$299,946.44

Appropriation Budget

By Fund

As Of 1/13/2020

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation
Fund Category: General				
Fund: General				
1000-110-111-0000	D Salaries - Trustees	\$0.00	\$0.00	\$30,200.00
1000-110-121-0000	D Salary - Township Fiscal Officer	\$0.00	\$0.00	\$16,100.00
1000-110-211-0000	D Ohio Public Employees Retirement System	\$0.00	\$0.00	\$6,500.00
1000-110-213-0000	D Medicare	\$0.00	\$0.00	\$600.00
1000-110-228-0000	D Health Care Reimbursement	\$0.00	\$0.00	\$18,000.00
1000-110-230-0000	D Workers' Compensation	\$0.00	\$0.00	\$1,000.00
1000-110-312-0000	Auditing Services	\$0.00	\$0.00	\$1,000.00
1000-110-313-0000	Uniform Accounting Network Fees	\$0.00	\$0.00	\$3,000.00
1000-110-314-0000	D Tax Collection Fees	\$0.00	\$0.00	\$2,000.00
1000-110-315-0000	D Election Expenses	\$0.00	\$0.00	\$250.00
1000-110-330-0000	Travel and Meeting Expense	\$0.00	\$0.00	\$2,500.00
1000-110-342-0000	Postage	\$0.00	\$0.00	\$500.00
1000-110-345-0000	Advertising	\$0.00	\$0.00	\$800.00
1000-110-381-0000	Property Insurance Premiums	\$0.00	\$0.00	\$1,000.00
1000-110-382-0000	Liability Insurance Premiums	\$0.00	\$0.00	\$1,000.00
1000-110-410-0000	Office Supplies	\$0.00	\$0.00	\$2,500.00
1000-110-420-0000	Operating Supplies	\$0.00	\$0.00	\$500.00
1000-110-519-0000	Other - Dues and Fees	\$0.00	\$0.00	\$2,000.00
1000-110-599-0000	Other - Other Expenses	\$0.00	\$0.00	\$500.00
1000-120-323-0000	Repairs and Maintenance	\$0.00	\$0.00	\$7,000.00
1000-120-351-0000	Electricity	\$0.00	\$0.00	\$2,500.00
1000-120-352-0000	Water and Sewage	\$0.00	\$0.00	\$400.00
1000-120-353-0000	Natural Gas	\$0.00	\$0.00	\$3,000.00
1000-120-360-0000	Contracted Services	\$0.00	\$0.00	\$5,000.00
1000-120-430-0000	Small Tools and Minor Equipment	\$0.00	\$0.00	\$500.00
1000-120-490-0000	Other - Supplies and Materials	\$0.00	\$0.00	\$1,000.00
1000-120-599-0000	Other - Other Expenses	\$0.00	\$0.00	\$1,000.00
1000-310-360-0000	Contracted Services	\$0.00	\$0.00	\$1,000.00
1000-330-360-0000	Contracted Services	\$0.00	\$0.00	\$1,000.00
1000-410-323-0000	Repairs and Maintenance	\$0.00	\$0.00	\$5,000.00
1000-410-360-0000	Contracted Services	\$0.00	\$0.00	\$8,000.00
1000-410-420-0000	Operating Supplies	\$0.00	\$0.00	\$500.00
1000-410-430-0000	Small Tools and Minor Equipment	\$0.00	\$0.00	\$200.00
1000-410-490-0000	Other - Supplies and Materials	\$0.00	\$0.00	\$100.00
1000-410-599-0000	Other - Other Expenses	\$0.00	\$0.00	\$100.00
1000-420-370-0000	Payment to Another Political Subdivision	\$0.00	\$0.00	\$2,000.00
1000-760-710-0000	Land	\$0.00	\$0.00	\$100.00
1000-760-740-0000	Machinery, Equipment and Furniture	\$0.00	\$0.00	\$135,427.03
	General Fund Total:	\$0.00	\$0.00	\$263,777.03
	General Fund Group Total:	\$0.00	\$0.00	\$263,777.03
Fund Category: Special Revenue				
Fund: Motor Vehicle License Tax				
2011-330-323-0000	Repairs and Maintenance	\$0.00	\$0.00	\$10,000.00
2011-330-360-0000	Contracted Services	\$0.00	\$0.00	\$30,680.86
	Motor Vehicle License Tax Fund Total:	\$0.00	\$0.00	\$40,680.86
Fund: Gasoline Tax				
2021-110-381-0000	Property Insurance Premiums	\$0.00	\$0.00	\$1,100.00

Report reflects selected information.

Appropriation Budget

By Fund

As Of 1/13/2020

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation
2021-110-382-0000	Liability Insurance Premiums	\$0.00	\$0.00	\$1,100.00
2021-330-323-0000	Repairs and Maintenance	\$0.00	\$0.00	\$2,500.00
2021-330-360-0000	Contracted Services	\$0.00	\$0.00	\$156,867.89
2021-330-400-0000	Supplies and Materials	\$0.00	\$0.00	\$2,000.00
	Gasoline Tax Fund Total:	\$0.00	\$0.00	\$163,567.89
Fund: Road and Bridge				
2031-110-314-0000	D Tax Collection Fees	\$0.00	\$0.00	\$100.00
2031-330-323-0000	Repairs and Maintenance	\$0.00	\$0.00	\$2,000.00
2031-330-360-0000	Contracted Services	\$0.00	\$0.00	\$13,087.01
2031-330-430-0000	Small Tools and Minor Equipment	\$0.00	\$0.00	\$100.00
2031-330-599-0000	Other - Other Expenses	\$0.00	\$0.00	\$100.00
	Road and Bridge Fund Total:	\$0.00	\$0.00	\$15,387.01
Fund: Cemetery				
2041-410-323-0000	Repairs and Maintenance	\$0.00	\$0.00	\$4,000.00
2041-410-360-0000	Contracted Services	\$0.00	\$0.00	\$4,000.00
2041-410-420-0000	Operating Supplies	\$0.00	\$0.00	\$2,000.00
2041-410-599-0000	Other - Other Expenses	\$0.00	\$0.00	\$720.06
	Cemetery Fund Total:	\$0.00	\$0.00	\$10,720.06
Fund: SPECIAL LEVY - FIRE				
2191-110-314-0000	D Tax Collection Fees	\$0.00	\$0.00	\$1,200.00
2191-220-360-0000	Contracted Services	\$0.00	\$0.00	\$40,292.37
	SPECIAL LEVY - FIRE Fund Total:	\$0.00	\$0.00	\$41,492.37
	Special Revenue Fund Group Total:	\$0.00	\$0.00	\$271,848.19
	Report Total:	\$0.00	\$0.00	\$535,625.22

CERTIFICATE OF THE COUNTY BUDGET COMMISSION

The Budget Commission of Morrow County, Ohio, hereby makes the following Official Certificate of Estimated Resources for the Township of Canaan for the fiscal year beginning January 1, 2020.

Fund Number and Description	Unencumbered Balance Jan. 1, 2020	Property Tax	Other Sources	Total
1000 General	\$192,330.03	\$47,947.00	\$23,500.00	\$263,777.03
2011 Motor Vehicle License Tax	\$28,680.86		\$12,000.00	\$40,680.86
2021 Gasoline Tax	\$58,567.89		\$105,000.00	\$163,567.89
2031 Road and Bridge	\$12,390.01	\$2,997.00		\$15,387.01
2041 Cemetery	\$10,170.06		\$550.00	\$10,720.06
2191 SPECIAL LEVY - FIRE	\$413.37	\$41,079.00		\$41,492.37
4401 Public Works Commission Project				
Totals	\$302,552.22	\$92,023.00	\$141,050.00	\$535,625.22

The Budget Commission further certifies that its action on the foregoing budget and the County Auditor's estimate of the rate of each tax necessary to be levied within and without the 10 mill limitation is set forth in the proper columns of the preceding pages, and the total amount approved for each fund must govern the amount of appropriation from such fund.

_____ Budget

Date _____ _____ Commission