

Canaan Township Board of Trustees
Regular Meeting
July 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.

The fiscal officer presented the minutes from the June 3, 2020 regular meeting. Mr. Bayles made the motion to approve the minutes. Mr. Carwell seconded the motion. Motion passed. The fiscal officer also presented the minutes from the June 30, 2020 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. The bank reconciliation report was also presented. Automatic drafts were examined. The United Bank Statements were also distributed. Credit card purchases for June and early July were reviewed and Mr. Sayers signed the attestation statement. Mr. Carwell made the motion to approve the reports. Mr. Bayles seconded the motion. Motion passed.

The 2021 budget estimate was examined. No changes were recommended. It will be filed with the county auditor.

The OPWC Project Grant Agreement for Round 34 was reviewed and signed. The agreement will be scanned and emailed back to Abbey DeHart, OPWC representative for Canaan Township.

Mr. Bayles made a motion to adopt a resolution (7-13-2020-1) appropriating \$180,402.20, the total of the OPWC Round 34 grant funds, for the Township Road 60 Road Improvements, Phase 2. Mr. Carwell seconded the motion. The roll being called upon its adoption, the vote resulted as follows: Mr. Sayers, yes; Mr. Carwell, yes; Mr. Bayles, yes.

The township was encouraged by Auditor Davies and the Morrow County Budget Commission to reduce appropriations for the remainder of 2020 by 20% in the Gas Tax fund and the Motor Vehicle License Fund in anticipation of decreased revenue due to the COVID-19 pandemic. The amended certificate of estimated resources will be adjusted and submitted to the Morrow County Auditor. This amended certificate will also reflect receipt of the OPWC grant funds for Round 34.

Mr. Carwell made a motion to adopt a resolution (7-13-2020-2) to reduce appropriations by 20% in the Gas Tax fund and in the Motor Vehicle License Fund. This reduction is to reflect the anticipated decrease in revenue due to the COVID-19 pandemic. Mr. Bayles seconded the motion. The roll being called upon its adoption, the vote resulted as follows: Mr. Sayers, yes; Mr. Carwell, yes; Mr. Bayles, yes.

Communications included:

- The June Grassroots Clippings newsletter
- Letter from OTARMA regarding appraisal of Canaan Township property – this includes buildings valued above \$50,000. The township will be contacted to set up an appointment in the coming months. This is being provided at no additional cost to the township. The township will receive a formal report within 60 days of completing the appraisal. The report will include detailed statements of insurable values and appraisal reports for the townships records.
- June update from OPWC on the status of OPWC funds
- Email from Auditor Davies showing June 2019 vs. June 2020 Settlement Comparisons

The trustees checked all the roads on Wednesday, July 8, 2020. The Road Sign Inventory and Management form was completed and is on file. The trustees noted that the west end of TR 65 is bleeding and needs some chips put down. They also looked over a quote from Mid-Ohio Paving to berm the newly paved portions of TR 62 and TR 64. The quote was for \$16,788. The trustees are going to request a quote from Small's Asphalt Paving, the contractor doing the OPWC TR 60 Road Improvements, Phase 2.

Mr. Sayers reported that the meeting for 1st Consolidated Fire District was business as usual.

There was no Regional Planning update.

Mrs. Retterer gave an update on the Indigent Burial Reimbursement application filed in December 2019 for reimbursement of the township burial expenses for Michael L. Belt. Prosecutor Howland was able to secure an affidavit from Mr. Belt's son, Christopher Belt, showing that Michael Belt was indigent upon his death. Mrs. Retterer emailed the affidavit to the Indigent Burial and Cremation Support Program. The application should now be complete. The township should receive reimbursement for the \$1,000 funeral expenses paid on Mr. Michael Belt's behalf.

Mr. Bayles attended the Morrow County Health District Meeting in June. There were not enough members present to have a quorum vote. The revolving loan fund was discussed and it was announced that for those townships that have not used any of the funds, they should be getting the money back they put into the fund. Canaan Township never used the fund so the money should be returned to the township. No date or timeline for the return of the money was given.

Because of the extreme caution offered by Auditor Davies, Canaan Township will not be applying for any funding provided by the CARES Act. Any money received would be audited according to federal standards and contain many challenging requirements. Funds received must be spent solely on COVID-19 related expenses, such as personal protective equipment (PPE) for employees. i.e. gloves, masks, sneeze guards, face shields. This equipment is readily available from the EMA and the County Health Department. A resolution would need to be passed (sample was provided) in order to receive any funds. As far as we are aware, all other townships in the County have declined to apply for these funds as well. If the Townships cannot use these funds by October, the County has the first option on the funds prior to returning these to the State of Ohio.

The trustees signed the contract and purchase order for Small's Asphalt Paving for the OPWC Township Road 60 Improvements, Phase 2.

The trustees briefly discussed a potential project for next year's OPWC project should funding be available and the township be awarded any grant money. The idea was discussed of completing the two unfinished miles of TR 60 north of TR 67 to CR 59. This would complete the total 5 miles of TR 60 in Canaan Township. No decision was made.

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

There being no further business to come before the board, Mr. Carwell made the motion to adjourn. Mr. Bayles seconded the motion. Motion passed. The meeting adjourned at 9:15 PM.

Trustee: _____
Edward Sayers, Chairman

Trustee: _____
John Bayles, Vice Chairman

Trustee: _____
Matthew Carwell

Fiscal Officer: _____
Jill Retterer

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June 2020 Receipts:

Date:	Amount:	Receipt #:	From:	For:
6/10/2020	\$25.00	41-2020	Denise Sayers	Township Hall Rental
6/11/2020	\$25.00	42-2020	Tammy Sellers	Township Hall Rental
6/16/2020	\$529.27	43-2020	Morrow Co. Auditor	June Local Gov. Dis. Per sec 57
6/16/2020	\$672.02	44-2020	Morrow Co. Auditor	June Local Government Distribution
6/18/2020	\$570.54	45-2020	Morrow Co. Auditor	June License Tax - State
6/18/2020	\$273.00	45-2020	Morrow Co. Auditor	June License Tax - County
6/18/2020	\$1,100.37	47-2020	Morrow Co. Auditor	June cents per gallon
6/18/2020	\$7,172.04	47-2020	Morrow Co. Auditor	June Excise Gas Tax
6/30/2020	\$41.67	48-2020	United Bank	June ICS Interest
TOTAL:	\$10,408.91			

June 2020 Payments:

Date:	Amount:	Voucher/Warrant:	To:	For:
6/1/2020	\$925.52	45-2020	OPERS	May Payroll
6/3/2020	\$38.27	46-2020	Ohio Edison	Denmark Street Lights
6/3/2020	\$28.68	46-2020	Ohio Edison	Climax Street Lights
6/8/2020	\$985.00	3630	Eugene Ebert	June Mowing Contract Payment
6/8/2020	\$971.50	3631	Mitchell Trucking	Jan./Feb. Plowing and Salting
6/8/2020	\$188.18	3632	Matthew Carwell	May Health Ins. Reimbursement
6/8/2020	\$443.74	3633	John Bayles	May Health Ins. Reimbursement
6/8/2020	\$577.76	3644	Edward Sayers	May Health Ins. Reimbursement
6/8/2020	\$112.99	3645	Hoffman Office Center	Printer Toner
6/11/2020	\$72.67	47-2020	Ohio Edison	Township Hall Electric
6/16/2020	\$12.00	48-2020	Delco Water	Township Hall Water
6/30/2020	\$741.50	3636	John Bayles	June Payroll
6/30/2020	\$713.66	3637	Matthew Carwell	June Payroll
6/30/2020	\$837.88	3638	Jill Retterer	June Payroll
6/30/2020	\$725.65	3639	Edward Sayers	June Payroll
TOTAL:	\$7,375.00			

Bank Balance as of June 30, 2020:

United Bank Balance:	\$25,450.58
United Bank MM Balance:	\$341,884.35
TOTAL:	\$367,334.93