

**Canaan Township Board of Trustees
Regular Meeting
May 9, 2023
Minutes**

Chairman Tyler Levering called the meeting to order at 7:00 PM. Roll call showed all trustees and the fiscal officer present. Also present were Charlie Stewart with Mid-Ohio Paving, Molly Waugh with Small's Asphalt Paving, Craig Hibner and Dustin Willis with Burnham and Flower (OTARMA), Edward Sayers, former trustee, and Morrow County Commissioner Tim Siegfried.

The trustees began the meeting by opening the advertised bids for Chip & Seal and Paving for the 2023 season. There were two bids presented for Chip & Seal for approximately 5 miles of road. The bids were from Mid-Ohio Paving and Small's Asphalt Paving. The breakdown was as follows on the unit pricing:

Mid-Ohio Paving:			Small's Asphalt Paving:		
RS-2	\$3.15	gallon	RS-2	\$3.60	gallon
MWS 90	\$3.15	gallon	MWS 90	\$3.60	gallon
Other	\$0		Other MC-3000	\$4.45	gallon
Limestone #8	\$42.50	ton	Limestone #8	\$46.35	gallon
Limestone #9	\$38.00	ton	Limestone #9	\$41.30	gallon

There were 4 bids presented for the Paving of one mile on TR 73 and approximately ½ mile of TR 133. The bids were as follows:

Shelly & Sands, Inc.:

Item	Unit Cost	Unit Price Bid
441 Type 1 Asphalt Conc. Int.	\$92.00	\$140,760.00
407 Tack Coat @ 0.08 Gal/sy	\$2.00	\$2,200.00
Spec Bid & Performance Bond	\$1,000.00	\$1,000.00
	TOTAL AMOUNT OF BID	\$143,960.00

Small's Asphalt Paving:

Item	Unit Cost	Unit Price Bid
441 Type 1 Asphalt Conc. Int.	\$98.10	\$140,875.40
407 Tack Coat @ 0.08 Gal/sy	\$3.45	\$3,563.85
Spec Bid & Performance Bond	\$800.00	\$800.00
	TOTAL AMOUNT OF BID	\$145,039.25

Mid-Ohio Paving:

Item	Unit Cost	Unit Price Bid
441 Type 1 Asphalt Conc. Int.	\$94.85	\$94.85 ton
407 Tack Coat @ 0.08 Gal/sy	\$3.70	\$3.70 gal.
Spec Bid & Performance Bond	\$1,080.00	\$1,080.00
	TOTAL AMOUNT OF BID	\$101,431.30

Kokosing Construction Co:

Item	Unit Cost	Unit Price Bid
441 Type 1 Asphalt Conc. Int.	\$96.50	\$74,305.00
407 Tack Coat @ 0.08 Gal/sy	\$3.00	\$2,775.00
Spec Bid & Performance Bond	\$300.00	\$300.00
	TOTAL AMOUNT OF BID	77,380.00

After some discussion among the trustees, it was decided to table the decision on awarding the bids until they could be compared further.

Mr. Hibner and Mr. Gillis of Burnham and Flowers presented the renewal of the 2023 township insurance policy by providing a copy of last year's policy for comparison. They went over the breakdown of coverage and the trustees presented an additional item to cover, the new Generac generator. The policy with OTARMA also offers a yearly MORE Grant in the amount of \$500 to cover safety equipment and/or items to prevent risks and a capital distribution check which

typically arrives 30 – 60 days after renewal. The amount of the distribution is typically around \$225 a year. The policy for the township will be renewed in September of this year. The premium of \$3,181.00 remains the same as last year.

Commissioner Siegfried shared that Morrow County turns 175-years-old this year and in honor of that he presented all present with a commemorative pin with a picture of the monument and the year 1848, the year the county was established. Mr. Siegfried updated on a few happenings in the county and expressed his appreciation of the role all the townships play.

Mr. Sayers gave an update on the work he has been doing in marking out the graves in the new once-acre lot at N. Canaan Cemetery. There will be approximately 641 total graves with each grave being 4' x 12'. Mr. Sayers also presented a draft copy of the map showing the grave placements. He will have this map made into a professional copy for the township. Mr. Levering made a motion to accept the new map as presented. Mr. Bayles seconded the motion. Motion passed. To mark the new graves, the township needs to purchase cemetery markers for the graves. The following resolution was presented and passed to use ARPA funds to cover this purchase.

RESOLUTION NO. 05-9-2023-1

Authorizing Expenditure from American Rescue Plan Act Funds

Morrow County, Ohio

Be It Resolved by the Township Trustees of Canaan Township

WHEREAS, this date, May 9, 2023, Trustee Matt Bayles moved the adoption of the following Resolution:

WHEREAS, the Township has received a distribution of monies (the “ARPA Funds”) from the American Rescue Plan Act of 2021 (“ARPA” or the “Act”); and

WHEREAS, Congress passed the Act effective March 11, 2021; and

WHEREAS, Section 603 created the Coronavirus Local Fiscal Recovery Fund which, among other things, appropriated money to cities, nonentitlement units of local government, and counties to mitigate the fiscal effects stemming from the public health emergency with respect to the Coronavirus Disease (Covid-19); and

WHEREAS, Section 603(c) generally provides that:

(1) USE OF FUNDS. Subject to paragraph (2), and except as provided in paragraphs (3) and (4), a metropolitan city, nonentitlement unit of local government, or county shall only use the funds provided under a payment made under this section to cover costs incurred by the metropolitan city, nonentitlement unit of local government, or county, by December 31, 2024 -

(A) to respond to the public health emergency with respect to the Coronavirus Disease 2019 (COVID–19) or its negative economic impacts, including assistance to households, small businesses, and nonprofits, or aid to impacted industries such as tourism, travel, and hospitality;

(B) to respond to workers performing essential work during the COVID–19 public health emergency by providing premium pay to eligible workers of the metropolitan city, nonentitlement unit of local government, or county that are performing such essential work, or by providing grants to eligible employers that have eligible workers who perform essential work;

(C) for the provision of government services to the extent of the reduction in revenue of such metropolitan city, nonentitlement unit of local government, or county due to the COVID–19 public health emergency relative to revenues collected in the most recent full fiscal year of the metropolitan city, nonentitlement unit of local government, or county prior to the emergency; or

(D) to make necessary investments in water, sewer, or broadband infrastructure.

WHEREAS, Department of Treasury Final Rule, published on January 6, 2022, and effective April 1, 2022, provides in part that:

Treasury presumes that up to \$10 million in revenue has been lost due to the public health emergency and recipients are permitted to use that amount (not to exceed the award amount) to fund “government services.” [The “standard allowance”].

WHEREAS, the Rule further observes that:

The standard allowance provides an estimate of revenue loss that is based on an extensive analysis of average revenue loss across states and localities, and offers a simple, convenient way to determine revenue loss particularly for Coronavirus State and Local Fiscal Recovery Fund’s smallest recipients. This change is intended to promote administrative efficiency and simplify revenue loss calculation for smaller recipients.

WHEREAS, the Rule further clarifies that recipients can use:

SLFRF funds on government services up to the revenue loss amount, whether that be the standard allowance amount or the amount calculated using the [Final Rule four-step process]. Government services generally include any service traditionally provided by a government, unless treasury has stated otherwise.

WHEREAS, some common examples of “government services” expressly recognized by Treasury are as follows:

- Road building and maintenance, and other infrastructure
- Health services
- General government administration, staff, and administrative facilities
- Environmental remediation
- Provision of police, fire, and other public safety services (including purchase of fire trucks and police vehicles)
- Maintenance or pay-go funded building infrastructure
- Modernization of cybersecurity, including hardware, software, and protection of critical infrastructure

WHEREAS, “Government services is [deemed by Treasury] the most flexible eligible use category under the SLFRF program, and funds are subject to streamlined reporting and compliance requirements;” and

WHEREAS, funds utilized pursuant to the standard revenue loss allowance continue to have certain restrictions, including:

- Deposit into pension funds
- Satisfaction of settlements or judgments
- Contributions to financial reserves or “rainy day” funds

WHEREAS, the Board of Trustees has identified a project which, in the judgment of the Board, qualifies as a permitted use of the ARPA Funds, in direct support of governmental services, which consists of the following project:

Purchase markers for the new graves at N. Canaan Cemetery

(the “Project”).

NOW THEREFORE, it is hereby RESOLVED by the Board that:

1. The Township elects to use the standard allowance and its presumption of revenue loss due to the public health emergency and to use the amount authorized herein to fund government services
2. The Project is hereby authorized and shall be paid for from the ARPA Funds in the amount of/an amount not to exceed: \$50,000.00

3. The Project described herein serves the objectives of the Act by providing services traditionally provided by a government, namely:

- Police protection
- Fire and emergency medical services
- Road repair, maintenance and other transportation and safety services
- Public infrastructure support
- General government administration and administrative facilities
- Land use regulations and enforcement
- Parks and recreational facilities and programs

4. Accordingly, the Project is in the best interests of the Township and is deemed a priority for the community.

5. No obligations paid under the authority of this Resolution were incurred prior to March 3, 2021.

Trustee John Bayles seconded the Motion, and thereupon, the votes in favor of this Resolution were recorded and reflected by the signatures hereto.

Upon roll call, the vote was as follows: Mr. Levering, yes; Mr. Bayles, yes; Mr. Carwell, yes

BE IT FURTHER RESOLVED: that it is hereby found and determined that all formal actions of this Township concerning and relating to the adoption of this Resolution were adopted in an open meeting of the Township Trustees, and that all deliberations of the Township Trustees and any of its committees that resulted in such formal action, were in a meeting open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

The trustees discussed that there is also some grave marking work that needs to be done in S. Canaan Cemetery in the “new” part. Mr. Levering made a motion to add an addendum to the current contract with Mr. Sayers to include the work to be done in S. Canaan Cemetery not to exceed \$400-\$500. This addendum will bring the total contract work in both N. Canaan and S. Canaan Cemetery to an amount not to exceed \$3,000.00 total for both projects. Mr. Bayles seconded the motion. Motion passed.

The fiscal officer presented the minutes from the April 10, 2023, meeting. Mr. Carwell made the motion to approve the minutes. Mr. Bayles 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 Park National Statements were also distributed. Credit card purchases for April and early May were reviewed and the attestation statement signed by Mr. Levering. Mr. Bayles made the motion to approve the reports. Mr. Levering seconded the motion. Motion passed.

Communications included:

- the Grassroots Clippings newsletter

The roads were checked on Wednesday, April 12, 2023, two days after the April Township Meeting. The roads were checked again on Wednesday, May 3, 2023. There are a few posts and bent signs that need to be straightened. The Road Sign Inventory and Management forms for both April and May were completed and are on file.

Mr. Bayles reported the levy that the 1st Consolidated Fire District had on the May 2nd ballot failed. An emergency meeting was held today, May 9th to discuss the possibility of putting a 4-mil replacement levy on the ballot if an August 2023 special election is approved. That

announcement should be made tomorrow, May 10th. Mr. Bayles also reported that the new squad arrived, engine 111 needs new brakes, Brian Stafford will be retiring soon, and the health insurance for the department was renegotiated. The department also continues to face staffing issues due to competitive salaries at surrounding fire stations.

Mr. Carwell reported that at the most recent Regional Planning meeting he was elected vice-chairman and Warren Davis remains the chairman.

The trustees continue to discuss possible uses for the remaining ARPA funds. The funds must be obligated by December 31, 2024, and spent by December 31, 2026.

A spreadsheet of the purchase of propane over the last few years was presented by the fiscal office. The trend shows a continued increase every year. In 2019 the cost of propane was \$1.339 per gallon. This past year the cost was \$1.949 per gallon.

There will be a burial in Worden cemetery on Saturday May 13, 2023. Rosella "Rosie" Mae Fate Giaugue passed away on January 1, 2023. The burial had been postponed until now.

The trustees discussed the rates on the current cemetery policy and determined that the policy needs updated to reflect that only *grave costs* are quadruple for persons other than Canaan Township residents or taxpayers. As the current policy reads, all burials, cremations, opening and closing costs, and subsequent opening and closing costs to move a body are quadruple for persons other than Canaan Township residents or taxpayers. Those costs were never intended to be quadrupled. Mr. Bayles made a motion to remove the quadruple cost for burials, cremations, opening and closing of graves, and subsequent opening and closing costs to move a body from the policy. Those cost will be the same for both residents and non-residents, township taxpayers and non-taxpayers. Mr. Levering seconded the motion. Motion passed.

The trustees again looked over the two chip and seal bids opened at the beginning of the meeting. Mr. Bayles made a motion to reject both bids. Mr. Carwell seconded the motion. Motion passed.

The trustees discussed piggybacking off the county chip and seal bid as the best and most economical option for the township. Mr. Carwell made a motion to piggyback off the county bid for the chip and seal of approximately 5 miles of township roads. Mr. Bayles seconded the motion. Motion passed.

The trustees again looked over the four paving bids opened at the beginning of the meeting. Due to the amount exceeding township budgeted funds, it was decided to reject the bids. Mr. Bayles made a motion to reject all the paving bids. Mr. Carwell seconded the motion. Motion passed.

Mr. Levering 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. Bayles made the motion to adjourn. Mr. Carwell seconded the motion. Motion passed. The meeting adjourned at 11:30 PM.

Trustee: _____
Tyler Levering, Chairman

Trustee: _____
John Bayles, Vice Chairman

Trustee: _____
Matthew Carwell

Fiscal Officer: _____
Jill Retterer

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April 2023 Receipts:

Date:	Amount:	Receipt #:	From:	For:
4/7/2023	\$83.58	30-2023	Ergon Oil Purchasing	Interest - Guy Heffley Well
4/11/2023	\$25.00	31-2023	Denise Sayers	Township Hall Rental
4/14/2023	\$3,418.53	32-2023	State of Ohio	Reimbursement Homestead, non-business credit, owner occupied credit
4/14/2023	\$625.66	33-2023	Morrow Co. Auditor	April Local Government Distribution
4/14/2023	\$528.32	34-2023	Morrow Co. Auditor	April Local Gov. Dis. Per sec 57
4/18/2023	\$774.23	35-2023	Morrow Co. Auditor	April License Tax - State
4/18/2023	\$316.95	35-2023	Morrow Co. Auditor	April License Tax - County
4/19/2023	\$8,598.41	36-2023	Morrow Co. Auditor	April Excise Gas Tax
4/19/2023	\$1,790.22	36-2023	Morrow Co. Auditor	April cents per gallon gas tax
4/28/2023	\$892.15	37-2023	Park National	ICS Interest
TOTAL:	\$17,053.05			

April 2023 Payments:

Date:	Amount:	Voucher/Warrant:	To:	For:
4/3/2023	\$989.68	27-2023	OPERS	March 2023 Payroll
4/3/2023	\$1,247.85	28-2023	IRS	1st Quarter Federal Tax
4/3/2023	\$197.91	29-2023	State of Ohio	1st Quarter State Tax
4/3/2023	\$140.10	30-2023	State of Ohio	1st Quarter MG School District Tax
4/3/2023	\$17.31	31-2023	State of Ohio	1st Quarter RV School District Tax
4/4/2023	\$41.54	32-2023	Ohio Edison	Denmark Street Lights
4/4/2023	\$31.15	32-2023	Ohio Edison	Climax Street Lights
4/10/2023	\$80.56	33-2023	Ohio Edison	Township Hall Electric
4/10/2023	\$1,152.00	4027	Wilson, Phillips, & Agin, CPA's	Audit Period 3/6/23 - 3/17/23
4/10/2023	\$1,156.43	4028	Eugene P. Ebert	April 2023 Mowing Contract
4/10/2023	\$618.00	4029	Treasurer of State	2nd Quarter 2023 UAN Fees
4/10/2023	\$497.50	4030	Mitchell Trucking	March Plowing and Salting
4/10/2023	\$478.24	4031	John Bayles	March Health Ins. Reimbursement
4/10/2023	\$691.76	4032	Matthew Carwell	March Health Ins. Reimbursement
4/10/2023	\$544.26	4033	Tyler Levering	March Health Ins. Reimbursement
4/10/2023	\$36.90	4034	Elan Financial Services	Postage Stamps
4/18/2023	\$12.00	4035	Delco Water	Township Hall Water
4/30/2023	\$780.95	34-2023	John Bayles	April Payroll
4/30/2023	\$777.56	35-2023	Matthew Carwell	April Payroll
4/30/2023	\$789.26	36-2023	Tyler Levering	April Payroll
4/30/2023	\$888.93	37-2023	Jill Retterer	April Payroll
TOTAL:	\$11,169.89			

Bank Balance April 30, 2023

Park National Balance:	\$179,576.27
Park National MM Balance:	\$373,278.19
TOTAL:	\$552,854.46