

**Canaan Township Board of Trustees
Regular Meeting
December 13, 2022
Minutes**

Chairman Matt Carwell called the meeting to order at 7:00 PM. Roll call showed all trustees and the fiscal officer present. Also present was Dave Roush with Roush Heating and Cooling.

Mr. Roush went over the HVAC quote with the trustees for the installation at the township hall of 2 Bard wall mount units, including parts and labor. The lead time to have the units delivered is approximately 15-16 weeks, maybe longer. Mr. Roush said that the manufacturer of the Bard units is very behind as they are in high demand right now. The quote is only good for 30 days as prices currently are unpredictable and can fluctuate.

The trustees, after reviewing the quotes received from Alum Creek Heating and Cooling, AirForce One, and Dave Roush Heating and Cooling, decided to go with Dave Roush Heating and Cooling.

Mr. Bayles made a motion to use ARPA Funds to contract with Dave Roush Heating and Cooling to install 2 Bard wall mounts including parts and labor and Wi-Fi thermostats. The current estimate is \$33,023.00 and is subject to change depending on supplies and pricing when ordered. Mr. Carwell seconded the motion. Upon roll call the vote was as follows: Mr. Carwell, yes; Mr. Levering, yes; Mr. Bayles, yes. Motion passed.

The fiscal officer presented the minutes from the November 9, 2022 regular meeting. Mr. Bayles made the motion to approve the minutes. Mr. Levering 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 November and early December were reviewed and Mr. Carwell signed the attestation statement. Mr. Bayles made the motion to approve the reports. Mr. Levering seconded the motion. Motion passed.

Mr. Carwell made a motion to encumber the following funds for payment of bills in January 2023:

Adv Legals	\$80.00	1000-110-345-0000
Road Work	\$3,000.00	2021-330-360-0000
Electricity - Bldgs	\$300.00	1000-120-351-0000
Electricity – St Lts	\$90.00	1000-310-360-0000
Water	\$30.00	1000-120-352-0000
ARPA Funds	\$12,040.00	2272-760-700-0000

Mr. Levering seconded the motion. Motion passed.

Purchase orders were signed for temporary appropriations for advertising, utilities, and snowplowing, and ARPA Funds.

The trustees and fiscal officer signed the Agreement for Deposit of Public Funds for Park National Bank. This agreement is for the money market insured cash sweep the township has and matures every five years and must be updated. The fiscal officer will return the signed document to the bank representative, Vickey Martin.

Mr. Bayles made a motion to pay the trustees compensation for 2023 as follows: 80% out of the gas tax fund and 20% out of the general fund. The fiscal officer will be paid 100% out of the general fund. Mr. Carwell seconded the motion. Motion passed.

The trustees discussed health insurance for 2023. It was decided that no changes would be made from previous years. All officials each signed a statement declining the township health insurance offer. Each will provide proof of their ACA approved insurance coverages.

Since all officials declined the insurance offered, Mr. Bayles made the motion to adopt the following resolution (#12-13-22-01):

Whereas township has offered/procured a health insurance policy as required by the ACA that has been declined and therefore, per the ACA, the township will reimburse to each declining official the cost of the health insurance premiums for the other ACA approved health care coverages that each carry. The reimbursement will be for insurance premiums paid by the officials for policies that may provide benefits for hospitalization, surgical care, major medical care, disability, dental care, eye care, medical care, hearing aids, prescription drugs, or sickness and accident insurance, or a combination of any of the foregoing types of insurance for township officers and employees.

The total of payments for each official or employee in a calendar year shall not exceed \$5,000 per year per individual or a total of \$10,000 per year for those who would be eligible for a family plan, payable upon receipt of a statement of the insurance premiums paid and copies of receipts or proofs of payments each month or quarter or any other period the official chooses to use for submission. All payments made in a calendar year must be submitted by December 31st of the year they were paid.

The township may not reimburse officers and employees for benefits other than those listed in division (A) of section 505.60 of the Revised Code.

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

Communications included:

- The December Grassroots Clippings newsletter
- Schwendeman Agency – Commercial Ins. Agent, Marietta, Ohio (Ohio Plan)
- OTARMA – Coverage Changes for 2023
- Aqua Water – rate increase

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

Mr. Bayles reported that First Consolidated has paid \$24,096 for diesel fuel year to date compared to \$15,274 at this same time last year. There is a 4 mil levy due for renewal in May of next year which generates an estimated \$640,000. The year end reorganization meeting is scheduled for December 29th.

There was no regional planning update.

The OTARMA MORE GRANT Application for a \$500 grant was submitted on December 5, 2022. The funds will be used to go toward the purchase of road signs.

The trustees signed the contract for ProLine Home Services to install a Generac 24KW automatic standby generator. The contractor will also replace current fluorescent lighting fixture and ballasts and bulbs in the township hall with led lamps, reusing the light fixtures already in place. The estimated cost is \$16,630 and will be paid with ARPA Funds.

The meeting day and time for regular meetings will remain the same for 2023. Regular meetings will be held on the second TUESDAY of each month at 7:00 p.m. The Organizational meeting for 2023 will be held on Tuesday, January 10, 2023 during the regular meeting time.

Cemetery rates and all other policies will remain the same for 2023.

The IRS mileage rate for 2023 is currently 62.5 cents per mile driven for business use. Mr. Bayles made a motion to provide mileage reimbursement at the IRS rate for 2023. Mr. Levering seconded the motion. Motion passed.

Updated driver's licenses will be collected and updated insurance policies will be turned in as policies renew for each trustee.

Mr. Levering made a 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 9:20 PM.

Trustee: _____ Trustee: _____
Matthew Carwell Tyler Levering

Trustee: _____ Fiscal Officer: _____
John Bayles Jill Retterer

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November 2022 Receipts:

	Amount:	Receipt #:	From:	For:
11/10/2022	50	97-2022	Gennie Landaker	Township Hall Rental
11/10/2022	\$350.00	98-2022	Snyder Funeral Homes	O/C Grave - Worden Cemetery- Virginia Linder
11/29/2022	\$25.00	99-2022	John Bayles	Township Hall Rental
11/16/2022	\$528.32	100-2022	Morrow Co. Auditor	November Local Gov. Dis. Per sec 57
11/16/2022	\$637.09	101-2022	Morrow Co. Auditor	November Local Gov. Dist.
11/17/2022	\$8,892.97	102-2022	Morrow Co. Auditor	November Excise Gas Tax
11/17/2022	\$2,375.76	102-2022	Morrow Co. Auditor	November cents per gallon gas tax
11/21/2022	\$85,264.83	103-2022	OPWC	OPWC Funds TR 60 Phase 3
11/21/2022	\$688.46	104-2022	Morrow Co. Auditor	November License Tax - State
11/21/2022	\$303.00	104-2022	Morrow Co. Auditor	November License Tax - County
11/21/2022	\$50.00	105-2022	John Weese	Township Hall Rental
11/21/2022	\$50.00	106-2022	Carol Holt	Township Hall Rental
11/21/2022	\$50.00	107-2022	Kortney Henry	Township Hall Rental
11/30/2020	\$50.00	108-2002	Morrow Co. Fed. Credit Union	Township Hall Rental
11/30/2022	\$557.60	109-2022	Park National	November ICS Interest
TOTAL:	\$99,873.03			

November 2022 Payments:

Date:	Amount:	Voucher/Warrant:	To:	For:
11/3/2022	\$972.67	75-2022	OPERS	October 2022 Payroll
11/3/2022	\$43.40	76-2022	Ohio Edison	Denmark Street Lights
11/3/2022	\$32.56	76-2022	Ohio Edison	Climax Street Lights
11/9/2022	\$29,957.92	3965	Kokosing Construction Co.	OPWC TR 60 Phase 3 - Twp. Portion
11/9/2022	\$5,068.32	3966	Johnsville Flooring	Balance Due - Township Flooring Job
11/9/2022	\$438.58	3967	John Bayles	October Health Ins. Reimbursement
11/9/2022	\$384.10	3968	Matthew Carwell	October Health Ins. Reimbursement
11/9/2022	\$492.02	3969	Tyler Levering	October Health Ins. Reimbursement
11/10/2022	\$81.05	77-2022	Ohio Edison	Township Hall Electric
11/15/2022	\$12.00	78-2022	Delco Water	Township Hall Water
11/21/2022	\$85,264.83	79-2022	Kokosing Construction Co.	OPWC TR 60 Phase 3 - Grant Portion
11/30/2022	\$767.63	3970	John Bayles	November Payroll
11/30/2022	\$764.38	3971	Matthew Carwell	November Payroll
11/30/2022	\$775.84	3972	Tyler Levering	November Payroll
11/30/2022	\$863.23	3973	Jill Retterer	November Payroll
TOTAL:	\$125,918.53			

Bank Balance as of November 30, 2022:

Park National Checking Balance:	\$113,740.26
Park National MM Balance:	\$369,344.19
TOTAL:	\$483,084.45