

Canaan Township Board of Trustees
Regular Meeting
December 29, 2023
Minutes

Chairman Tyler Levering called the meeting to order at 7:00 PM. Roll call showed all trustees and the fiscal officer present.

The fiscal officer presented the minutes from the November 14, 2023, regular 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 November and early December were reviewed and Mr. Levering signed the attestation statement. Mr. Bayles made the motion to approve the reports. Mr. Levering seconded the motion. Motion passed.

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

Mr. Levering made a motion to encumber the following funds for payment of bills in January 2024:

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	\$24.00	1000-120-352-0000

Mr. Bayles seconded the motion. Motion passed.

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

Mr. Bayles made a motion to pay the trustees compensation for 2024 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.

Communications included:

- The December Grassroots Clippings newsletter
- Morrow Soil and Water Annual Planning and Local Workgroup Meeting

The trustees checked all the roads on Wednesday, December 6th. The Road Sign Inventory and Management form was completed and is on file.

Mr. Bayles reported that First Consolidated, at their December 20th meeting, were in discussion on union negotiations. There will be an employee dinner on January 13, 2024, at the FOP lodge on St. Rt. 309. The pump has been repaired on Unit 111.

There was no Regional Planning update as the last meeting was cancelled.

Park National Bank sent a new fee schedule for 2024. It does not look like any of the accounts that the township holds will be affected by the new schedule. Mrs. Retterer will call the bank to inquire if any of the changes will affect the township's accounts.

Policies were reviewed for changes. The Cemetery Policy, Medical Marijuana Policy, Health Insurance Reimbursement and Building Rental Policy were all updated to reflect changes. The Cemetery Policy is more comprehensive than the former policy and the rates were increased for burial costs. The Medical Marijuana Policy was updated to include Adult Use Cannabis. The Healthcare Reimbursement Policy was updated to reflect wording citing the current Ohio Revised Code. The Building Rental Policy was updated to reflect a new rental rate for non-township residents. The updated policies will be effective January 1, 2024, and are on file in the township policy manual and are also attached as an addendum to these minutes.

The meeting day and time for regular meetings will remain the same for 2024. Regular meetings will be held on the second Tuesday of each month at 7:00 p.m. The Organizational meeting for 2024 will be held on Tuesday, January 9, 2024, during the regular meeting time.

The IRS mileage rate for 2024 is currently 67 cents per mile driven for business use. Mr. Bayles made a motion to provide mileage reimbursement at the IRS rate for 2024. Mr. Levering seconded the motion. Motion passed.

Updated driver's licenses and insurance policies for the trustees will be turned in as new licenses are issued and as insurance policies are renewed for each trustee.

The township had one cremation burial and three burials in the month of December. Carl Thomas Castle Jr. was cremated, and his ashes were interred in Worden cemetery, on December 9, 2023. Mr. Castle was laid to rest with his father, Thomas Carl Castle Sr. Vonna Lou Ella White was laid to rest on December 15, 2023, in Worden cemetery. James B. Sayers was laid to rest on December 16, 2023, in Worden Cemetery. Robert Scott Bailey was laid to rest on December 16, 2023, in Worden Cemetery.

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 5:52 PM.

Trustee: _____
Tyler Levering

Trustee: _____
John Bayles

Trustee: _____
Matthew Carwell

Fiscal Officer: _____
Jill Retterer

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November 2023 Receipts:

Date:	Amount:	Receipt #:	From:	For:
11/15/2023	\$741.20	94-2023	Morrow Co. Auditor	November Local Government Distribution
11/15/2023	\$528.32	95-2023	Morrow Co. Auditor	November Local Gov. Dis. Per sec 57
11/16/2023	\$25.00	96-2023	Matthew Carwell	Township Hall Rental
11/20/2023	\$9,731.30	101-2023	Morrow Co. Auditor	November Excise Gas Tax
11/20/2023	\$2,582.06	101-2023	Morrow Co. Auditor	November cents per gallon gas tax
11/20/2023	\$685.11	98-2023	Morrow Co. Auditor	November License Tax - State
11/20/2023	\$304.50	98-2023	Morrow Co. Auditor	November License Tax - County
11/30/2023	\$9.57	99-2023 Memo	First Energy	Ohio Electricity Litigation Settlement
11/30/2023	\$950.89	100-2023	Park National	November ICS Interest
TOTAL:	\$15,557.95			

November 2023 Payments:

Date:	Amount:	Voucher/Warrant:	To:	For:
11/2/2023	\$989.68	100-2023	OPERS	October 2023 Payroll
11/3/2023	\$42.08	101-2023	Ohio Edison	Denmark Street Lights
11/3/2023	\$43.24	101-2023	Ohio Edison	Climax Street Lights
11/9/2023	\$81.45	102-2023	Ohio Edison	Township Hall Electric
11/14/2023	\$478.24	4125	John Bayles	October Health Ins. Reimbursement
11/14/2023	\$691.76	4126	Matthew Carwell	October Health Ins. Reimbursement
11/14/2023	\$544.26	4127	Tyler Levering	October Health Ins. Reimbursement
11/14/2023	\$266.36	4128	Jill Retterer	October Health Ins. Reimbursement
11/14/2023	\$1,175.90	4129	Strine Contracting LLC	Vegetation Control along roadways, in cemeteries
11/14/2023	\$12.00	103-2023	Delco Water	Township Hall Water
11/30/2023	\$9.57	99-2023 Memo	Office Depot	Office Depot - Office Supplies
11/30/2023	\$780.95	4130	John Bayles	November Payroll
11/30/2023	\$777.56	4131	Matthew Carwell	November Payroll
11/30/2023	\$789.26	4132	Tyler Levering	November Payroll
11/30/2023	\$888.93	4133	Jill Retterer	November Payroll
TOTAL:	\$7,571.24			

Bank Balance as of November 30, 2023:

Park National Checking Balance:	\$100,337.85
Park National MM Balance:	\$379,934.88
TOTAL:	\$480,272.73