

Canaan Township Board of Trustees
Regular Meeting
November 9, 2022
Minutes

Chairman Matthew Carwell called the meeting to order at 6:00 PM. Roll call showed all trustees and the fiscal officer present.

The fiscal officer presented the minutes from the October 11th meeting. Mr. Levering 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 Bank Statements were also distributed. Credit card purchases for October and early November were reviewed and the attestation statement signed by Mr. Carwell. Mr. Bayles made the motion to approve the reports. Mr. Levering seconded the motion. Motion passed.

Communications included:

- The Grassroots Clippings newsletter
- Letter from Morrow Co. Veterans Service Office regarding availability of flag holders and grave flags for veterans

The OPWC Grant application for Round 37 was submitted on October 31, 2022. It will likely be next spring before notice is received of approval or not.

The OPWC Project for Round 36 is complete. Kokosing paved a one-mile section of Township Road 60 between County Road 61 and County Road 59. Part of the project included tree trimming along the roadway. The project was estimated at \$120,152. The total invoice came in at \$115,222.75. The OPWC Grant portion will be \$85,264.83 (74%) and the township portion will be \$29,057.92 (26%).

The OTARMA Risk Control Statement of Actions Taken from the risk audit on September 7, 2022 was completed and will be emailed back to OTARMA.

The roads were checked on Wednesday, November 2, 2022. It was noted that a couple of signs need to be straightened. The trustees will work on taking care of that. The Road Sign Inventory and Management form was completed and is on file.

Mr. Bayles reported the recent 4 mil renewal levy for First Consolidated passed. Medicount, the billing company used by First Consolidated to bill squad transports has taken in \$113,600 year to date. Medicount bills a patient's insurance and the money is only received if the insurance covers the transport. There have been 657 squad runs year to date. The fire board approved new health insurance for the firefighters for next year.

There was no Regional Planning update.

The trustees will apply for the OTARMA MORE Grant this year to replenish the road number sign inventory.

Other road signs also need to be purchased. Mr. Carwell made a motion to purchase more signs to have on hand including stop signs, speed limit signs, high water signs, etc. Mr. Levering seconded the motion. Motion passed.

The trustees looked over a quote from ProLine Home Services for installing a new backup generator for the township hall and replacing current florescent lighting in the township hall with led lamps. The quote was for \$12,040 and was compared to the quote received in September from McFarland Electric. McFarland Electric's quote was for \$13,975. The monies used to purchase these items and the labor to install them will be paid for with ARPA Funds.

Mr. Bayles made a motion to accept the offer with bid option #1 from ProLine Home Services for a new backup generator and new LED lighting for the township hall. Mr. Levering seconded the motion. Motion passed.

Virginia Mae Linder, age 95, of Edison was buried in Worden Cemetery on October 21, 2022.

The trustees looked over a quote from Dave Roush Heating and Cooling for new heating units in the township hall. The quote was to install two Bard wall mount gas units, including parts and labor. The quote was for \$33,023. The township also received a quote in September from Air Force One for installation of two Bard heat pump systems, including installation, parts and labor. The Air Force One quote was \$39,700. The trustees are going to reach out to both Dave Roush Heating and Cooling and Air Force One to see if they can come to a township meeting in the near future to answer some questions about the quotes.

The Ohio Township Association's annual conference will be January 25-27, 2023. The conference is held in Columbus each year to further the education of township officials and staff, and to provide networking opportunities to meet fellow township officials and staff from all across Ohio. Mr. Carwell made a motion to pay mileage and expenses for attendance at the Ohio Township Association Winter Conference and any other trainings in 2023. Mr. Levering seconded the motion. Motion passed.

Township policies were reviewed and discussed regarding any needed changes for next year. Two of the policies that were discussed were the Cemetery Policy and the Building Rental Policy. No final decisions were made.

The 2023 Compensation Chart was distributed. Compensation adjustments for township officials were amended in Senate Bill 296, which took effect December 27, 2018. The bill provides a 1.75 percent cost of living adjustment (COLA) that began in 2019 and extends through 2028. Only those township officials that are elected or appointed on or after December 27, 2018 are eligible to receive the increase. Per Ohio Revised Code, township trustee's and the fiscal officer salaries are based on the annual budget of the township and are only effective on election or re-election, but not in the middle of a term. All three trustees and the fiscal officer will be compensated according to the 2023 rates on the chart.

The next regular monthly meeting will be held December 13, 2022 at 7:00 p.m. There will not be a special end of the year meeting unless it is determined necessary at the regular December meeting.

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. Levering made the motion to adjourn. Mr. Carwell seconded the motion. Motion passed. The meeting adjourned at 8:20 PM.

Trustee: _____
Matthew Carwell, Chairman

Trustee: _____
Tyler Levering, Vice Chairman

Trustee: _____
John Bayles

Fiscal Officer: _____
Jill Retterer

**Canaan Township Board of Trustees
Regular Meeting
November 9, 2022
Minutes**

October 2022 Receipts:

	Amount:	Receipt #:	From:	For:
10/12/2022	\$92.57	89-2022	Ergon Oil Purchasing	Interest Guy Heffley Well
10/13/2022	\$528.32	90-2022	Morrow Co. Auditor	October Local Gov. Dis. Per sec 57
10/13/2022	\$664.56	91-2022	Morrow Co. Auditor	October Local Government Distribution
10/17/2022	\$223.12	92-2022	OTARMA	Capital Distribution
10/18/2022	\$9,564.66	93-2022	Morrow Co. Auditor	October Excise Gas Tax
10/19/2022	\$2,094.19	93-2022	Morrow Co. Auditor	October cents per gallon gas tax
10/25/2022	\$716.21	94-2022	Morrow Co. Auditor	October License Tax - State
10/25/2022	\$324.16	94-2022	Morrow Co. Auditor	October License Tax - County
10/26/2022	\$25.00	95-2022	Tiffany Heimlich	Township Hall Rental
10/31/2022	\$495.87	96-2022	Park National	October ICS Interest
TOTAL:	\$14,728.66			

October 2022 Payments:

Date:	Amount:	Voucher/Warrant:	To:	For:
10/3/2022	\$767.63	3952	John Bayles	September Payroll
10/3/2022	\$764.38	3953	Matthew Carwell	September Payroll
10/3/2022	\$775.84	3954	Tyler Levering	September Payroll
10/3/2022	\$863.23	3955	Jill Retterer	September Payroll
10/4/2022	\$972.67	64-2022	OPERS	September 2022 Payroll
10/4/2022	\$737.82	65-2022	IRS	3rd Quarter Federal Tax
10/4/2022	\$229.48	66-2022	State of Ohio	3rd Quarter State Tax
10/4/2022	\$91.74	67-2022	State of Ohio	3rd Quarter School District Tax - Mt. Gilead
10/4/2022	\$11.24	68-2022	State of Ohio	3rd Quarter School District Tax - River Valley
10/5/2022	\$44.72	69-2022	Ohio Edison	Denmark Street Lights
10/5/2022	\$33.53	69-2022	Ohio Edison	Climax Street Lights
10/10/2022	\$253.87	71-2022	Cardmember Services	Township Minute Book
10/10/2022	\$67.98	71-2022	Cardmember Services	Printer Ink
10/10/2022	\$211.42	71-2022	Cardmember Services	Township Hall Supplies
10/11/2022	\$80.78	72-2022	Ohio Edison	Township Hall Electric
10/11/2022	\$985.00	3956	Eugene P. Ebert	October 2022 Mowing Contract
10/11/2022	\$297.26	3957	Burkhart Farm Center	Parts for Mower
10/11/2022	\$438.58	3958	John Bayles	September Health Ins. Reimbursement
10/11/2022	\$384.10	3959	Matthew Carwell	September Health Ins. Reimbursement
10/11/2022	\$492.02	3960	Tyler Levering	September Health Ins. Reimbursement
10/19/2022	\$12.00	73-2022	Delco Water	Township Hall Water
10/31/2022	\$767.63	3961	John Bayles	October Payroll
10/31/2022	\$764.38	3962	Matthew Carwell	October Payroll
10/31/2022	\$775.84	3963	Tyler Levering	October Payroll
10/31/2022	\$863.23	3964	Jill Retterer	October Payroll
TOTAL:	\$11,686.37			

Bank Balance October 31, 2022

Park National Checking Balance:	\$140,343.36
Park National MM Balance:	\$368,786.59
TOTAL:	\$509,129.95