

**Canaan Township Board of Trustees**  
**Regular Meeting**  
**April 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 Gene Ebert of Ebert Mowing and Landscaping and Steve Rowan from Galion, Ohio.

Mr. Rowan reported that he has relatives buried in South Canaan cemetery and was inquiring about any information the township might have. Some of the graves date back to the early 1800's and do not have any grave markers. The trustees exchanged phone numbers with Mr. Rowan in case any information was located to help in his search.

Mr. Ebert reported that the mowing season has begun and things are going well so far.

The fiscal officer presented the minutes from the March 8, 2022 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 United Bank Statements were also distributed. Credit card purchases for March and early April 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
- OTARMA – Coverage and Intergovernmental Contract Updates
- Ohio Gas Association Survey
- ARPA Funds – OTA Guidance and Contract Addendum

The roads were checked on Thursday March 9<sup>th</sup> and again on Wednesday April 6<sup>th</sup>. Several potholes were identified on TR 60 north of TR 61. Two tires were picked up on TR 66 and the TR 10 sign at McNeal Road was missing. There are a few signs that need straightened. There are also 2 tile blow outs on TR 135 that Mr. Carwell and Mr. Levering will fix. The Road Sign Inventory and Management forms for both March and April were completed and are on file.

Mr. Bayles reported that at the meeting for 1st Consolidated Fire District ideas are continuing to be discussed regarding the fire levy and additional millage needed.

There was no Regional Planning update.

There is no update from OPWC on the grant for TR 60 Phase 3, but the trustees hope to know something by May.

Mr. Carwell said that Mid-Ohio Paving won the county bid for paving this year with a price of \$63 a ton. The bids for chip and seal will be opened next week. The township is still discussing piggybacking off the county this year for any roadwork that is to be completed.

The Special Edition Canaan Township Newsletter was looked over and will be available to the township residents at the township hall on Election Day May 3, 2022.

A spraying quote was present by Matt Strine for vegetation control around guardrails, signposts, and pedestal boxes in the township as well as the spraying of the cemetery driveways and the lot beside N. Canaan Cemetery. The quote was for \$1,119.90. Mr. Carwell made a motion to accept the quote and Mr. Bayles seconded the motion. Motion passed. A contract will be prepared for signatures next month.

It is noted that the footer is in for the Jerry Mulvaine lot in N. Canaan Cemetery.

A quote was received from Hissong Excavating for \$3,675 for installation of the new driveway with the township supplying the stone from Mitchell Trucking, an additional \$3,454 for a total of \$7,129. The trustees reviewed the two other quotes already received. The Jesson Excavating quote was \$9,250 which included stone and labor. The Bob Rogers quote was for removal of topsoil and placing stone with the township supplying the stone from Mitchell Trucking, an additional \$3,454 for a total of \$5,954. The township will apply the \$1,000 cemetery grant received from the Ohio Department of Commerce, Division of Real Estate and Professional Licensing for this project.

Mr. Bayles made the motion to accept the quote to install the new N. Canaan Cemetery driveway from Bob Rogers for \$2,500 plus the stone from Mitchell's trucking for \$3,454 for a total of \$5,954. Mr. Levering seconded the motion. Motion passed.

The following two resolution were approved to allow the township to spend the State and Local Fiscal Recovery Funds provided by the American Rescue Plan Act. The Treasury ARPA Final Rule was clear that all funds would be subject to federal procurement standards, which are referred to as the Uniform Guidance (UG) and generally set forth in 2 C.F.R. Part 200.

## **RESOLUTION NO. 4-13-2022-1**

*Adopting Written Policies and Procedures for Procurement With Federal Funds*

*Morrow County, Ohio*

**Be It Resolved** by the Township Trustees of Canaan Township

**WHEREAS**, this date, April 13, 2022 Trustee John Bayles moved the adoption of the following Resolution, to apply solely to procurement using federal funds:

**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**, Procurement using federal funds requires the entity to adopt or update written policies and procedures.

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

All Township employees will maintain prudent judgment in purchasing matters and shall not abuse their positions in making decisions as to the awarding of contracts or purchases. When conflicts of interest exist, the employee will notify their appointing authority or designated representative immediately. The employee is to be relieved of all involvement with the particular contract or negotiation which presents the conflict of interest. No employee, agent, or beneficiary can participate in the selection, award, or administration of a contract when any of the following has financial interest in that contract:

- The employee or agent;
- Any immediate family members of the employee or agent;
- The partner of an employee;
- An organization in which any of the above is an officer, director, or employee;
- A person or organization with whom any of the above is negotiating or has any arrangements concerning prospective employment;

Township employees shall neither solicit nor accept gratuities, favors or anything of substantial monetary value from vendors, contractors or potential contractors according to the Ohio Ethics Commission guidelines. See the following website for guidance: <http://www.ethics.ohio.gov/> . Employees must immediately inform their appointing authority or designated representative of possible contractor or potential contractors or suppliers/potential suppliers who make inappropriate or unlawful offers. The appointing authority or designated representative will enforce this rule to the maximum extent within the legal and practical capacity available under the law. Depending on the offense, penalties shall include verbal or written reprimand, and/or suspension or termination of employment and/or referral to the county prosecutor for further legal action. All procurement of the Township regardless of whether by sealed bids or by negotiation, and without regard to dollar value, will be conducted in a manner so as to provide for maximum open and free competition. The Township will at all times be alert to organizational conflicts of interest and noncompetitive practices among contractors/suppliers that restrict or eliminate competition or restrain trade.

The Township in drawing specifications for negotiated or sealed bid purchases will seek to make the specifications clear and accurate and descriptive of the technical requirements in materials, product or service, eliminating features which unduly restrict competition by giving one vendor unfair advantage over another. 45 CFR 75.328(a), 2 CFR 200.319 and OAC 5101:9-4-07 B (2)

requires that all procurements be conducted in a manner providing for full and open competition. Practices specifically considered restrictive include:

- Unreasonable requirements on firms;
- Requiring unnecessary experience and excessive bonding;
- Noncompetitive pricing practices;
- Noncompetitive awards to consultants on retainer;
- Organizational conflicts of interest;
- Specification of “brand name” products; and any arbitrary action in the procurement process. 45 CFR 75.328(b) prohibits the use of “in-State or local geographical preferences.

## **Procurement Methods:**

### **A. Small Purchases:**

Defined as simple and informal procurement methods for securing services, supplies, or other property that do not cost in aggregate more than the simplified acquisition threshold currently set at \$150,000 (41 USC 403(11)) or state bidding threshold, which is currently \$50,000. As used here, aggregate value relates to purchases which may reasonably and in good faith be deemed to constitute a separate contract or purchase order.

#### **For Purchases from \$0.01-\$3,500**

Formal documentation of vendor selection is highly recommended. Buyers are expected to document an informal cost/price analysis and select the vendor offering the best mix of quality, service and price for the specified need. Reasonable efforts shall be made to ensure fair and competitive pricing. In Federal procurement according to 45 CFR 75.328 (b) there is no preference to “in-State or local geographical preferences.”

#### **For Purchase from \$3,500 - \$10,000**

A minimum of two (2) written or verbal bids are required. Each vendor must be provided with the same precise and accurate description of the specifications and technical requirements for the item or service. Web price lists and catalogue listings can be considered verbal bids. All written bids must be attached to the selected vendor’s invoice and submitted to the department Appointing Authority or designated representative for processing and payment. In Federal procurement according to 45 CFR 75.328 (b) there is no preference to “in-State or local geographical preferences.”

#### **For Purchases over \$10,000 to \$50,000**

A minimum of three (3) written bids are required. Each vendor must be provided with the same and accurate description of the specifications and technical requirements for the item or service. Written bids may be received by mail, fax or e-mail and should be signed/e-mailed by an authorized representative or vendor. All written bids must be attached to the selected vendor’s invoice and submitted to the fiscal office for processing and payment.

### **Price Analysis/Cost Analysis:**

For all procurements of \$32,500 and greater, the Township requires documentation verifying that the purchase price is fair and reasonable. Price analysis and cost analysis are the two primary techniques used to accomplish this purpose.

**Price Analysis:** Comparison of prices of multiple bids or information from other sources, such as established catalog or market prices or prices for similar past purchases.

**Cost Analysis:** Evaluation of the separate elements (e.g., labor, materials, etc.) that make up a contractor’s total cost proposal or price (for both new contracts and modifications) to determine if they are allowable, directly related to the requirement and reasonable for the value received.

Price analysis should always be performed and documented; under certain circumstances, cost analysis also needs to be performed and documented (cost analysis is always required if payment is based in whole or in part on reimbursement of costs, and it may also be required for other contract types when there is not adequate price competition).

The buyer should always make sure to obtain enough data from the offeror(s) to determine that the price is fair and reasonable. In Federal procurement according to 45 CFR 75.328 (b) there is no preference to “in-State or local geographical preferences.”

### **B. Sealed Bids (Formal Advertising):**

Bids are publicly solicited and a firm-fixed price contract (lump sum or unit price) is awarded to the responsible bidder whose bid conforming to all the material terms and conditions of the invitation for bids is the lowest price for the conditions required to use sealed bidding.

The competitive sealed bidding/formal advertising method will be used when making purchases expected to exceed \$50,000 in aggregate value. This procurement method will apply to anything to be purchased, leased, leased within an option or agreement to purchase, or constructed, including, but not limited to, any product, structure, construction, reconstruction improvement, maintenance, repair, or service, except the services of an accountant, architect, attorney at law, physician, professional engineer, construction project manager, consultant, surveyor or appraiser. A competitive sealed bid is used when the award of the contract is made primarily on the basis of price alone.

This method of procurement requires the product or service to be completely described in the bid specifications, bids to be sealed and bids to be opened publicly. To be feasible, these conditions must be present: a complete, adequate, and realistic specification or purchase description, known as the Invitation to Bid (ITB) is available; two or more responsible suppliers are willing and able to compete and; the procurement lends itself to a firm fixed price contract and the selection of the bidder can be made principally on the basis of price.

#### **When competitive sealed bidding/formal advertising is used, the following requirements will apply:**

(1) Bids will be solicited from an adequate number of known suppliers. The ITB may be sent to known suppliers of the product or service to be procured. Lists of these suppliers will be kept and reviewed, adding new names whenever a supplier requests to be included in the bidders' lists.

The ITB will be published weekly once a week for not less than two consecutive weeks preceding the day of bid opening in a newspaper of general circulation within the county and/or according to the most recent ORC/OAC Public Notice requirements allowing use of Public Websites and other electronic media. The notice shall contain:

(a) A general description of the goods or services desired, the time and place where plans and specifications or itemized list of supplies, facilities or equipment and estimated quantities can be obtained or examined.

(b) The time and place where bids will be opened.

(c) The time and place of filing bids.

(d) Terms of the proposed purchase.

(e) Conditions under which bids will be received.

(2) The ITB, including specifications and pertinent attachments, will clearly define the items or services needed in order for bidders to properly respond. A bid is considered responsive when it does not deviate from the requirements of the ITB. Minimum requirements include price, expected quantities, delivery schedule, and quality. Any attempt to modify minimum requirements could make the bid non-responsive.

(3) All bids in excess of \$50,000 authorized by Sections 307.86 to 308.92 of the Ohio Revised code must be accompanied by a bond of certified check drawn on a solvent bank in a reasonable amount stated in the advertisement but not exceeding five (5) percent of the bid.

(4) As per ORC 153.54, bids in excess of \$50,000 and for a contract for construction, demolition, alteration, repair or reconstruction of an improvement require that the bid be accompanied by a bond or certified check drawn on a solvent bank in a reasonable amount as stated in the ITB advertisement but not to exceed ten (10) percent.

(5) All bids will be opened publicly at the time and place stated in the ITB.

(6) A firm-fixed-price contract award will be made to the bidder whose bid is the lowest and best, as long as the bid conforms to the ITB Specifications. Factors such as discounts, transportation costs, and life cycle costs will be used in the determination of which bid is lowest and best, if these factors were specified in the bidding invitation. Payment discounts will only be used to determine the low bid when prior experience of this Township indicates that such discounts are generally taken.

(7) The Township will reserve the right to reject any or all bids. Rejection of a bid may occur when there are documented business reasons that they are not in the best interest of the Township or when the bid materially deviates from the specifications.

The bond or bid guarantee all of successful bidders will be returned to them immediately upon awarding the contract or rejecting all bids.

**C. Non-Competitive Proposals (Sole Source):**

This method of procurement will only be used when one of the following circumstances exists: (a) public exigency or emergency prevents publicizing a procurement; (b) only one (1) source of the product or service exists; (c) the Township authorizes the use of non-competitive proposals; or (4) after at a minimum of at least one competitive solicitation, proposals received are determined to be inadequate.

In order to negotiate non-competitively, the Township will have one or more of the following conditions present:

(1) The purchase is of an exigency or emergency nature and cannot be delayed by formal advertising. In emergency situations, the Township will follow ORC Section 307.86 which prescribes the requirements for exemptions to competitive bidding when the estimated cost of the procurement is less than \$50,000. No emergency purchase shall be made until the requisite approval by the Board of Trustees Commissioners is made.

(2) The material or service to be purchased is available from only one person or firm.

(3) No acceptable bids have been received after formal advertising.

(4) The purchases are for equipment or services where the prices are established by law for technical equipment requiring standardization and interchangeability of parts with existing equipment.

The Township will obtain prior approval from the appropriate federal agency before awarding any contracts under this procurement method. Until approval is received, claims cannot be made for expenditures.

**E. Sub-Awards and Contracts - Suspension and Debarment:**

Sub awards and contract will not be permitted with parties that are debarred, suspended or otherwise excluded from or ineligible for participation in federal assistance programs or activities. Departmental Appointing Authority or designated representatives are responsible for checking the Federal Excluded Parties List System (EPLS) and Systems Award Management (SAMS) websites prior to the approval of federal sub-awards or contracts of any amount or purchased of \$50,000 or higher. Additionally, the State of Ohio Contractor Disbarment website at <https://www.sos.state.oh.us/records/debarredcontractors/> and AOS website at <http://ffr.ohioauditor.gov/> before signing all contracts per OAC 5101:9-4-07(B)(6)(b) and ORC 5101:9-4-07(B)(6)(a).

**Contracts:**

Contracts shall contain sufficient provisions to define a sound and complete agreement. The same provisions must apply to any subcontracts awarded by the vendor/sub-recipient. Contract language, whether in the body of the contract or in the form of an exhibit or attachment, shall

contain applicable provisions of 45 CFR 75.335, 7 CFR 3016.36(i), 29 CFR 97.36(i), OAC 5101:9-4-07(c) OR 2 CFR 200.326.

**Monitoring:**

The Township Trustees or designated representative, County Prosecuting Attorney and the Township Fiscal Officer shall monitor all contracts to ensure compliance with all terms, conditions and specifications.

A contract monitoring plan will be initiated annually with the beginning of each fiscal year and approved by the Township Trustees. The monitoring plan will be updated and reviewed quarterly. The plan will contain as a minimum: Contractor name, contract dollar amount, funding source, type(s) of monitoring to be employed, and areas to monitor, projected and actual scheduled monitor dates.

The monitoring process will involve careful review of contract terms prior to finalizing the agreement. In agreements providing for the delivery of supplies, equipment, or materials, such items will be carefully checked and counted prior to acceptance. In agreements requiring services to be provided to the Township, a staff member(s) will be assigned responsibility to assure the quantity and quality of service contracted for is rendered.

Contract monitoring may be done on-site, as part of a desk review, or a combination of the two approaches. Contract monitoring may take place in three separate areas: (1) administrative, (2) fiscal, or (3) program. Administrative monitoring may entail the contractor's compliance with the terms and conditions included in the contract. Fiscal monitoring may entail monitoring the fiscal requirements of the contract to include but not limited to verifying accuracy of invoices and verifying allowable costs and reasonableness. Program monitoring may entail evaluating whether or not the contractor is delivering the agreed upon services specified in the Statement of Work in a timely and quality manner.

Before purchasing any equipment, due consideration will be given to lease, rental, and purchase alternatives to determine, consistent with prudent business judgment, which would be the most economical and practical procurements. In making this determination, due consideration will be given to useful life of the equipment to the program for which it is being purchased, technology obsolescence, maintaining considerations, purchase price versus lease or rental cost and any other matters considered by management to be warranted under the circumstances.

Legal disputes arising out of contracted procurements will be referred to the County Prosecutor if efforts to resolve the problem at the department level are unsuccessful.

The Township Trustees or a designee will be informed about contract limitations and termination dates. A monitoring system will be utilized to avoid inappropriate payments.

All procurements, large and small, will be reviewed and approved by the Township Trustees. All vouchers and invoices will then be forwarded to the Fiscal Officer for processing and payment after approved by the Township Trustees. These efforts are employed to avoid improper or unnecessary payments and to ensure all provision of local, state and federal law are followed.

No purchases or orders, or delivery of items, except in an emergency situation as authorized by Township Trustees, shall be authorized before a signed and approved purchase order is completed.

**Access to Records:**

The Township, as well as any contractor or subcontractor of the Township, will make available to the appropriate state or federal agency all records, documents, or other papers which relate to any system, equipment, or service for which state and/or federal reimbursement is requested. Records will be maintained for a minimum of three years. If any litigation, claim, negotiation, audit, or other action involving the records has been started prior to the end of the three-year period, the records will be retained until completion of the action and resolution of all issues relating to the action.

**Auditing:**

The Township shall retain documents and contracts a minimum of three years and according to Federal and State code. The Chief Fiscal Officer has an annual financial reporting and audit compliance requirements as follows:

1. OMB 2 CFR 200 Annual Federal Awards that expend \$750,000 or more a year in federal awards shall have a single audit according to Government Auditing Standards.

2. Ohio Law (ORC 117.38) requires that local public offices file their annual financial reports with the Auditor of State and according to GAAP basis (ORC 1117.38). Filed deadline is by 150 days following the end of their Township fiscal year.

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

**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.

Trustee Matthew Carwell 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. Carwell, yes; Mr. Levering, yes; Mr. Bayles, yes

**RESOLUTION NO. 4-13-22-2**

*Authorizing Increase in Micro-Purchase Threshold  
and Adopt Uniform Guidance Procurement Policy*

*Morrow County, Ohio*

**Be It Resolved** by the Township Trustees of Canaan Township

**WHEREAS**, this date, April 13, 2022, Trustee John 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**, expenditure of ARPA funds is subject to the federal Uniform Guidance requirements set forth in 2 C.F.R. 200; and

**WHEREAS**, the Township is a non-Federal entity under the definition set forth in 2 C.F.R. § 200.1; and

**WHEREAS**, 2 C.F.R. 200.318 requires all recipients of federal funds to maintain documented procurement standards and policies; and

**WHEREAS**, pursuant to 2 C.F.R. 200.320(a)(1)(ii), a non-Federal entity may award micro-purchases without soliciting competitive price or rate quotations if the non-Federal entity considers the price to be reasonable based on research, experience, purchase history or other information and documents that the non-Federal entity files accordingly; and

**WHEREAS**, pursuant to 2 C.F.R. 200.320(a)(1)(iii), a non-Federal entity is responsible for determining and documenting an appropriate micro-purchase threshold based on internal controls, an evaluation of risk, and its documented procurement procedures; and

**WHEREAS**, pursuant to 2 C.F.R. § 200.320(a)(1)(iv), a non-Federal entity may self-certify on an annual basis a micro-purchase threshold not to exceed \$50,000 and maintain documentation to be made available to a Federal awarding agency and auditors in accordance with 2 C.F.R. § 200.334; and

**WHEREAS**, pursuant to 2 C.F.R. § 200.320(a)(1)(iv), such self-certification must include (1) a justification for the threshold, (2) a clear identification of the threshold, and (3) supporting documentation, which, for public institutions, may be a “higher threshold consistent with State law”; and

**WHEREAS**, under Ohio law, Townships are required to conduct competitive bidding purchases and contracts if such purchases and contracts exceed the following threshold:

1. Purchase of materials, machinery, and tools to be used in constructing, maintaining and repairing roads and culverts, where the amount involved exceeds \$50,000. R.C. 5549.21.
2. Contracts for the maintenance or repair of roads, where the amount involved exceeds \$45,000. The board must advertise once, not later than two weeks prior to the letting of the contract, in a newspaper of general circulation in the township. The award must be to the lowest responsible bidder. R.C. 5575.01
3. Contracts for the construction and erection of a memorial building or monument when the amount involved exceeds \$50,000. R.C. 511.12(B).
4. Contracts for equipment for fire protection, mechanical resuscitation, underwater rescue and recovery, and communication estimated to exceed \$50,000. R.C. 505.37 and 505.376.
5. Contracts for street lighting systems where the cost exceeds \$50,000. R.C. 515.01.
6. Contracts for street lighting improvements where the cost exceeds \$50,000. The board shall accept the lowest and best bid, if the successful bidder meets the requirements of section 153.54 of the Revised Code. The board may reject all bids. R.C. 515.07.
7. Contracts for building modifications for energy savings pursuant to R.C. 505.264, where the estimated cost exceeds \$50,000 (with certain exceptions). Award must be to the lowest and best bidder in accordance with the provisions of R.C. 307.86 to 307.92.
8. Contracts for private sewage collection tiles where the cost exceeds \$50,000. R.C. 521.05. The successful bidder must meet the requirements of R.C. 153.54.

**WHEREAS**, pursuant to 2 C.F.R. 200.320(a)(1)(iv), the Township desires to adopt higher micro-purchase thresholds than those identified in 2 C.F.R. §§200.67, 200.321(a), and 48 C.F.R. § 2.101.

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

1. In compliance with the Uniform Guidance, and specifically 2 C.F.R. 200.318, the Township adopts the attached Uniform Guidance Procurement Policy to be used for all expenditures of ARPA funds.
2. In accordance with 2 C.F.R. § 200.320(a)(1)(iv) and the applicable provisions of Ohio law, the Township hereby self-certifies the following micro-purchase thresholds, each of which is a “higher threshold consistent with State law” under 2 C.F.R. §200.320(a)(1)(iv)(C) for the reasons set forth in the recitals to this resolution:



- A. \$50,000 for the purchase of materials, machinery and tools to be used in constructing, maintaining and repairing roads and culverts;
- B. \$45,000 for contracts for the maintenance or repair of roads;
- C. \$50,000 for contracts for the construction and erection of a memorial building or monument;
- D. \$50,000 for contracts for equipment for fire protection, mechanical resuscitation, underwater rescue and recovery, and communication;
- E. \$50,000 for contracts for street lighting systems;
- F. \$50,000 for contracts for street lighting improvements;
- G. \$50,000 for contracts for building modifications for energy savings, subjects to the exceptions set forth in R.C. 307.86 to 307.92; and
- H. \$50,000 for contracts for private sewage collection tiles.

2.The self-certification made herein shall be effective as of the date hereof and shall be applicable until end of the fiscal year (December 31, 2022) of the Township, but shall not be applicable to Federal financial assistance awards issued prior to April 13, 2022, including ARPA funds.

3.In the event that the Township receives funding from a federal grantor agency that adopts a threshold more restrictive than those contained herein, the Township shall comply with the more restrictive threshold when expending such funds.

4.The Township shall maintain documentation to be made available to a Federal awarding agency, any pass-through entity, and auditors in accordance with 2 C.F.R. § 200.334.

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

**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.

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

Mr. Levering made the motion to approve the bills for payment. Mr. Carwell 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 9:20 PM.

Trustee: \_\_\_\_\_  
Matthew Carwell, Chairman

Trustee: \_\_\_\_\_  
Tyler Levering, Vice Chairman

Trustee: \_\_\_\_\_  
John Bayles

Fiscal Officer: \_\_\_\_\_  
Jill Retterer

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

March 2022 Receipts:

Date:	Amount:	Receipt #:	From:	For:
3/8/2022	\$200.10	16-2022	State of Ohio OBM	Redistribution of Unclaimed ARP Funds
3/9/2022	\$50.00	17-2022	Veronica Damron	Township Hall Rental
3/9/2022	\$102.86	18-2022	Ergon Oil	Interest - Guy Heffley Well
3/16/2022	\$548.07	19-2022	Morrow Co. Auditor	March Local Government Distribution
3/16/2022	\$528.32	20-2022	Morrow Co. Auditor	March Local Gov. Dis. Per sec 57
3/18/2022	\$619.83	21-2022	Morrow Co. Auditor	March License Tax - State
3/18/2022	\$279.00	21-2022	Morrow Co. Auditor	March License Tax - County
3/18/2022	\$8,705.45	22-2022	Morrow Co. Auditor	March Excise Gas Tax
3/18/2022	\$2,300.54	22-2022	Morrow Co. Auditor	March cents per gallon gas tax
3/18/2022	\$25.00	23-2022	Mt. Gilead State Park VIPS	Township Hall Rental
3/18/2022	\$50.00	24-2022	Amanda Rex	Township Hall Rental
3/22/2022	\$46,600.59	25-2022	Morrow Co. Auditor	1st half 2021 RE Taxes
3/25/2022	\$25.00	26-2022	Tiffany Heimlich	Township Hall Rental
3/25/2022	\$50.00	27-2022	Elizabeth Wells	Township Hall Rental
3/30/2022	\$280.64	28-2022	Morrow Co. Auditor	2021 IRP Excess Compensation Distribution
3/31/2022	\$14.74	29-2022	Park National	ICS Interest
<b>TOTAL:</b>	<b>\$60,380.14</b>			

March 2022 Payments:

Date:	Amount:	Voucher/Warrant:	To:	For:
3/3/2022	\$35.26	14-2022	Ohio Edison	Denmark Street Lights
3/3/2022	\$26.44	14-2022	Ohio Edison	Climax Street Lights
3/4/2022	\$972.67	15-2022	OPERS	February 2022 Payroll
3/8/2022	\$3,418.00	3865	Mitchell Trucking	February Plowing & Salting
3/8/2022	\$116.54	3866	Hoffman Office Center	Office Supplies - Printer Ink
3/8/2022	\$62.01	3867	John Bayles	Mileage Reimbursement - OTA Convention
3/8/2022	\$438.58	3868	John Bayles	February Health Ins. Reimbursement
3/8/2022	\$384.10	3869	Matthew Carwell	February Health Ins. Reimbursement
3/8/2022	\$492.02	3870	Tyler Levering	February Health Ins. Reimbursement
3/11/2022	\$80.73	16-2022	Ohio Edison	Township Hall Electric
3/22/2022	\$12.00	17-2022	Delco Water	Township Hall Water
4/13/2022	\$767.63	3871	John Bayles	March Payroll
4/13/2022	\$764.38	3872	Matthew Carwell	March Payroll
4/13/2022	\$775.84	3873	Tyler Levering	March Payroll
4/13/2022	\$863.23	3874	Jill Retterer	March Payroll
<b>TOTAL:</b>	<b>\$9,209.43</b>			

Bank Balance March 31, 2022

Park National Balance:	\$171,469.80
Park National MM Balance:	\$267,245.17
<b>TOTAL:</b>	<b>\$438,714.97</b>