

**Canaan Township Board of Trustees
Regular Meeting
September 14, 2021
Minutes**

Chairman John Bayles called the meeting to order at 7:00 PM. Roll call showed all trustees and the fiscal officer present. Also present was Gene Ebert with Ebert Mowing and Landscaping.

Mr. Ebert reported that mowing is going well and the mowing season will most likely extend to around Thanksgiving this year. He let the trustees know that he is interested in mowing again next year for the township. The trustees thanked Mr. Ebert for the good job he is doing and reported no complaints from residents over the last few years since he has been mowing.

The fiscal officer presented the minutes from the August 10, 2021 meeting. Mr. Carwell made the motion to approve the minutes. Mr. Sayers 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 August and early September were reviewed and the attestation statement signed by Mr. Bayles. Mr. Bayles made the motion to approve the reports. Mr. Carwell seconded the motion. Motion passed.

The township received \$1,233.87 more in fire levy funds than was appropriated.

A Resolution (#9-14-2021-1) was made accepting the additional funds from the fire levy.

BE IT RESOLVED by the *Board of Trustees* of Canaan Township,

Whereas, monies were received in excess of the County Auditor's Estimate from the fire levy. The difference between the amount appropriated and the amount received was \$1,233.87.

Resolved, the approval of the additional appropriations from the fire levy.

The foregoing resolution offered by Board Member Edward Sayers.

Second offered by Board Member Mr. Carwell.

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

A copy of the amended Certificate of Estimated Resources reflecting the increase in fire levy funds will be filed with the County Auditor.

Communications included:

- The Grassroots Clippings newsletter
- 2021 Trash Bash Update

The Cemetery Grant for FY 2022 in the amount of \$1,000 was award. The acceptance agreement was signed and will be mailed. It should take 4-6 weeks before the monies are received. It was noted that the project cannot start until the money is received. The grant money will be used to offset the cost of installing a driveway in the new section of the N. Canaan Cemetery. The 1st quote received was from Jesson Excavating in the amount of \$9,250. The trustees will work on obtaining a couple of more quotes before the project begins.

Advise was sought from Prosecutor Smith on who can plat the lots in the new one-acre lot at the North Canaan Cemetery. Mr. Smith advised that he found no prohibition of a trustee platting the cemetery. It was suggested by Prosecutor Smith that the trustees should vote on how the cemetery is to be platted. The trustees will wait to vote on this matter after the new driveway is installed.

The OPWC Grant for Round 36/FY 23 is due on November 5, 2021. Applications must be completed entirely online this year using the new OPWC Portal WorksWise. The trustees and fiscal officer will work on gathering the needed information and items needed to complete the grant. If awarded, the project will be resurfacing TR 60 north of CR 61 and ending at CR 59. It will also include paving the intersection approaches at Township Road 61 and County Road 61.

The ODOT Stimulus Grant is due on November 19, 2021. This application must be completed online. Last year the OPWC project that was not awarded also included the one mile of TR 60 between TR 67 and CR 61. The trustees will use the ODOT Stimulus Grant, if awarded, to complete this 1-mile section which will consist of replacing a tile at the intersection of TR 60 and TR 65 as well as widening and reconstructing the road base. The trustees and fiscal officer will work on gathering the needed information and items needed to complete this grant.

If both the OPWC and ODOT Grant are awarded, this would complete the resurfacing of all 5 miles of TR 60 in the township.

The roads were checked on Wednesday, September 8, 2021. The 2nd round of mowing has been completed. More mowing may be required yet this year. The Road Sign Inventory and Management form was completed and is on file.

Mr. Sayers reported that First Consolidated is continuing to work on the 2-mil continuous levy that will be on the ballot this fall.

There was no Regional Planning update.

The required Cyber Security Application was completed and submitted electronically to OTARMA on August 12, 2021.

The Fire Protection Agreement with Mt. Gilead Fire Department for 2022-2025 was reviewed.

The OTARMA MORE Grant (\$500) was discussed in regards to uses. No decisions were made yet. The Grant is due by December 31, 2021.

The trustees again discussed potential uses for the ARP funds received from the Treasury. The following letter was sent to Prosecutor Smith, seeking guidance on proper use of the funds:

Dear Prosecutor Smith,

In July, the Canaan Township Trustees applied for and received funds from the American Rescue Plan Act. The 1st Tranche of \$50,123.38 was deposited into the townships bank account on July 22, 2021. It is expected that a 2nd Tranche of a similar amount will be received in July of 2022. The township has until December 21, 2024 to obligate the funds and all the money must be spent by December 31, 2026.

The trustees have looked over the Interim Final Review provided by the Treasury in regards to what these funds can be spent on and are exploring the possibilities for proper use of the funds.

The FAQ's for the Interim Final Review provided this question and answer for Eligible Uses - What types of COVID-19 response, mitigation, and prevention activities are eligible?

*"A broad range of services are needed to contain COVID-19 and are eligible uses, including vaccination programs; medical care; testing; contact tracing; support for isolation or quarantine; supports for vulnerable populations to access medical or public health services; public health surveillance (e.g. monitoring case trends, genomic sequencing for variants); enforcement of public health orders; public communication efforts; enhancement to health care capacity, including through alternative care facilities; purchases of personal protective equipment, support for prevention, mitigation, or other services in congregate living facilities(e.g. nursing homes, incarceration settings, homeless shelters, group living facilities) and other key settings like schools; **ventilation improvements in congregate settings**, health care settings or other key locations; **enhancement of public health responses**. **Capital investments in public facilities to meet pandemic operational needs are also eligible**, such as physical plant improvements to public hospitals and health clinics or **adaptations to public buildings to implement COVID-19 mitigation tactics.**"*

The Canaan Township hall is a public facility used by the Canaan Township Board of Trustees for their monthly meetings. The township hall is located at 2170 State Route 95, Edison, Ohio and is a double wide that was purchased in 2001 to replace the original township hall on CR 28 that was erected in the late 1880's. The facility serves as the polling location for the residents of Canaan Township and is also rented out almost weekly to the public for public gatherings for celebration parties (birthdays, graduations, anniversaries, reunions). This past year the Canaan Township Hall was also used as a testing site for TRECA, a public, non-profit alternative to the traditional in-person classroom setting.

The current township hall is 20 years old and, as with any public facility, things age, become outdated, and wear out. Maintenance to a public facility is an ongoing expense. In order to provide an updated facility that would provide proper ventilation and also allow for upgrades to implement COVID-19 mitigation tactics, the trustees would like to use the ARP funds for the following:

Replace old furnace and AC unit with a HVAC System that provides increased filtration and ventilation mitigation strategies that can help reduce viral particle concentration.

Replace old and worn carpet with new laminate flooring. This will allow for easier cleaning and disinfecting of a common used surface in the township hall.

Replace faulty and worn front entry door and back emergency exit door with modern doors that are secure as well as easy to clean and disinfect.

Replace florescent lighting with energy efficient LED lighting to allow the public to have a reliable, efficient, and modern light source during public meetings.

The trustees realize that the Final Review provided by the treasury will ultimately provide answers to how these funds can be used by the trustees. We are seeking guidance from you to research if the above-mentioned items are allowable expenditures for the ARP funds received by the township.

We appreciate any help and guidance you can give in this matter."

Resident Andrew Betti requested permission from the trustees to hook into the culvert on TR 67. Permission was given as long as the township ditch is able to continue to drain properly and no issues arise from this action.

Mr. Sayers had received an emailed letter a few weeks ago from a resident in regards to some rats on his property. Mr. Sayers has stopped by twice to discuss the matter with the resident, but nobody answers the door even though there are cars in the driveway.

Postcards will again be given out at the November election reminding residents of the township website, canaantwp.org.

Resident George Johnson wishes to sell Lot 83, Graves A & B in the new section of Worden Cemetery back to the trustees. Records will be reviewed for the original purchase amount and a check will be issued to Mr. Johnson by next month's meeting.

Mr. Carwell made the motion to approve the bills for payment. Mr. Sayers 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 9:15 PM.

Trustee: _____
John Bayles, Chairman

Trustee: _____
Matt Carwell, Vice Chairman

Trustee: _____
Edward Sayers

Fiscal Officer: _____
Jill Retterer

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August 2021 Receipts:

Date:	Amount:	Receipt #:	From:	For:
8/6/2021	\$180.00	68-2021	G.W. and D.J. Pfeifer	Purchase 2 cemetery lots - Worden
8/6/2021	\$3,408.58	69-2021	State of Ohio	Reimbursements Homestead, Non-Business Credit, Owner Occupied Credit
8/11/2021	\$25.00	70-2021	Tina Weir	Township Hall Rental
8/11/2021	\$25.00	71-2021	Tina Weir	Township Hall Rental
8/10/2021	\$78.66	72-2021	Ergon Oil Purchasing	Interest - Guy Heffley Well
8/13/2021	\$529.27	73-2021	Morrow Co. Auditor	August Local Gov. Dis. Per sec 57
8/13/2021	\$594.46	74-2021	Morrow Co. Auditor	August Local Government Distribution
8/16/2021	\$25.00	76-2021	Tammy Sellers	Township Hall Rental
8/16/2021	\$50.00	77-2021	Sabrina Rawlins	Township Hall Rental
8/18/2021	\$1,050.72	78-2021	Morrow Co. Auditor	Refund Health District fees
8/19/2021	\$9,656.35	79-2021	Morrow Co. Auditor	August Excise Gas Tax
8/19/2021	\$2,679.18	79-2021	Morrow Co. Auditor	August cents per gallon gas tax
8/19/2021	\$885.62	80-2021	Morrow Co. Auditor	August License Tax - State
8/19/2021	\$436.50	80-2021	Morrow Co. Auditor	August License Tax - County
8/20/2021	\$77.21	81-2021	Morrow Co. Auditor	2nd half 2021 Manufactured Homes Settlement
8/23/2021	\$25.00	82-2021	Edward Sayers	Township Hall Rental
8/25/2021	\$25.00	83-2021	Jessica Albert	Township Hall Rental
8/31/2021	\$14.74	84-2021	Park National	August ICS Interest
TOTAL:	\$19,766.29			

August 2021 Payments:

Date:	Amount:	Voucher/Warrant:	To:	For:
8/2/2021	\$934.79	56-2021	OPERS	July 2021 Payroll
8/3/2021	\$20.99	57-2021	Cardmember Services	Office Depot - file folders
8/5/2021	\$40.83	58-2021	Ohio Edison	Denmark Street Lights
8/5/2021	\$30.63	58-2021	Ohio Edison	Climax Street Lights
8/10/2021	\$985.00	3790	Eugene P. Ebert	August 2021 Mowing Contract
8/10/2021	\$95.80	3791	Koorsen Fire & Security	Annual Fire Inspection
8/10/2021	\$236.56	3792	Ag-Pro	Mower Blades
8/10/2021	\$3,215.00	3793	OTARMA	2021-2022 Insurance Renewal
8/10/2021	\$93,522.51	3794	Kokosing Construction Co.	Paving TR 65, 71, 72, and 74
8/10/2021	\$708.09	3795	John Bayles	July Health Ins. Reimbursement
8/10/2021	\$301.16	3796	Matthew Carwell	July Health Ins. Reimbursement
8/10/2021	\$582.35	3797	Edward Sayers	July Health Ins. Reimbursement
8/13/2021	\$156.89	59-2021	Ohio Edison	Township Hall Electric
8/17/2021	\$12.00	60-2021	Delco Water	Township Hall Water
8/30/2021	\$383.40	61-2021	Redbird Internet	1- year internet service
8/30/2021	\$51.15	62-2021	Cardmember Services	WIX - Domain Renewal - 2 years
8/31/2021	\$754.58	3798	John Bayles	August Payroll
8/31/2021	\$713.86	3799	Matthew Carwell	August Payroll
8/31/2021	\$858.35	3800	Jill Retterer	August Payroll
8/31/2021	\$725.85	3801	Edward Sayers	August Payroll
TOTAL:	\$104,329.79			

Bank Balance August 31, 2021

Park National Checking Balance:	\$96,218.69
Park National MM Balance:	\$267,144.39
TOTAL:	\$363,363.08