

**Canaan Township Board of Trustees
Regular & Organizational Meeting
January 17, 2022
Minutes**

Fiscal Officer Jill Retterer called the meeting to order at 7:00 PM. Roll call showed all trustees and the fiscal officer present. It is noted that this meeting was held six days later than the regular meeting date and time due to illness.

Mrs. Retterer opened for discussion the election of officer's and appointments for 2022. Mr. Bayles made a motion to elect Mr. Carwell to the position of Chairman of the Trustees. Mr. Levering seconded the motion. Motion passed. Mr. Carwell made a motion to elect Mr. Levering to Vice-Chairman of the Trustees. Mr. Bayles seconded the motion. Motion passed. It was discussed and Mr. Bayles agreed to be the township representative for 1st Consolidated Fire Board. Mrs. Billie Pangborn will remain the township representative for Regional Planning. Mr. Carwell will continue as the Building Rental Designee.

The fiscal officer presented the minutes from the December 14, 2021 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 as well as the cash journal for 2021. The bank reconciliation report was also presented. Automatic drafts were examined. The Park National Bank Statements were also distributed. Credit card purchases for December and early January 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.

Mr. Bayles made a motion to adopt the following resolution accepting the amount and rates as determined by the budget commission and authorizing the necessary tax levies and certifying them to the county auditor (1-17-2022-1):

WHEREAS, This Board of Trustees of Canaan Township, Morrow County, Ohio, in accordance with the provisions of law has previously adopted a Tax Budget for the next succeeding fiscal year commencing January 1, 2022; and

WHEREAS, The Budget Commission of Morrow County, Ohio, has certified its action thereon to this Board together with an estimate by the County Auditor of the rate of each tax necessary to be levied by this Board, and what part thereof is without, and what part within the ten mill tax limitation; therefore be it

RESOLVED, by the Board of Trustees of Canaan Township, Morrow County, Ohio, that the amounts and rates, as determined by the Budget Commission in its certification, be and the same are hereby accepted; and be it further

RESOLVED, That there be and is hereby levied on the tax duplicate of said Township the rate of each tax necessary to be levied within and without the ten mill limitation as follows:

See attachments to the minutes

RESOLVED, that the Fiscal Officer of this Board be and she is hereby directed to certify a copy of this resolution to the County Auditor of Said County.

Mr. Carwell seconded the Resolution and the roll being called upon its adoption the vote resulted as: Mr. Carwell, yes; Mr. Levering, yes; Mr. Bayles, yes.

The Certificate of Estimated Resources was reviewed and will be filed with the Morrow County Auditor for review by the Budget Commission. A copy of this certificate is attached to these minutes.

Proposed appropriations for 2022 were presented for examination. Mr. Bayles moved the adoption of the resolution (1-17-2022-2) approving the appropriations for 2022. Mr. Carwell seconded the motion. Upon roll call, the voting was as follows: Mr. Carwell, yes; Mr. Levering, yes; Mr. Bayles, yes. A copy of the Appropriation Budget is attached to these minutes.

Communications included:

- the Grassroots Clippings newsletter
- ODOT Route 23 Connect Project
- Update dated 12/28/21 from Prosecutor Smith on use of ARPA Funds

The township received word on January 6th that the Treasury released the Final Rule on American Rescue Plan Act (ARPA) funding, which significantly broadens eligible uses for Ohio Townships. The most significant change for townships included in the Final Rule includes an option for ARPA recipients to elect to either calculate its revenue loss OR adopt a “standard allowance”, which is capped at \$10 million. The Final Rule expressly acknowledges that the Standard Allowance will be most helpful for smaller entities, which would seem to encompass all Ohio townships. So long as the township consistently elects to utilize the Standard Allowance, rather than calculating revenue loss, the township may use the received ARPA funds, up to \$10 million, for the provision of government services. Government services is defined as including, but not limited to, maintenance or pay-go funded building of infrastructure, including roads; modernization of cybersecurity, including hardware, software, and protection of critical infrastructure; health services; environmental remediation; school or educational services; and the provision of police, fire, and other public safety services. According to information received from the OTA, it appears that all townships will be able to presume their ARPA funds are revenue loss and use such funds broadly for any provision of government services. The Final Rule is effective April 1, 2022. The township will continue to explore uses and gather quotes for the ARPA funds, including updates to the township hall HVAC, flooring, exterior doors, and lighting.

The trustees checked all the roads on January 5, 2022. The Road Sign Inventory and Management form was completed and is on file.

An email was received from a township resident on TR 67 inquiring if it is the township’s responsibility to remove trees growing in ditch areas or is it the homeowner’s responsibility. Mr. Bayles called the resident and discussed the situation and Mr. Bayle and Mr. Levering also went and looked at the situation. It was discussed that some of the saplings growing in the ditch will need to be removed by the township.

There was no 1st Consolidated Update.

There was no Regional Planning Update.

The trustees and fiscal officer completed the paperwork for Health Insurance and the forms and policies numbers will be kept on file in the fiscal officer’s office.

The credit card policy was updated to include the card information for new trustee Tyler Levering. The trustees and fiscal officer all signed forms acknowledging receipt of the policy and to abide by the terms.

Driver’s license and insurance cards for 2022 will be updated and placed on file with the fiscal officer as they renew.

Mr. Gene Ebert submitted a bid for the 2022 season, which includes mowing and trimming of the cemeteries and the township hall. The bid was \$6,895 paid over 7 months. This is an increase of \$395 over the last two years bid. Mr. Bayles made a motion to contract with Gene Ebert of Ebert Mowing and Landscaping for the 2022 season. Mr. Levering seconded the motion. Motion passed. The trustees and fiscal officer signed the contract.

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 9:10 PM.

Trustee: _____
Matthew Carwell, Chairman

Trustee: _____
Tyler Levering, Vice- Chairman

Trustee: _____
John Bayles

Fiscal Officer: _____
Jill Retterer

December 2021 Receipts:

	Amount:	Receipt #:	From:	For:
12/9/2021	\$86.63	113-2021	Ergon Oil Purchasing	Interest Guy Heffley Well
12/15/2021	\$50.00	114-2021	Morrow Co. Federal Credit Union	Township Hall Rental
12/17/2021	\$529.27	115-2021	Morrow Co. Auditor	December Local Gov. Dis. Per sec 57
12/17/2021	\$611.06	116-2021	Morrow Co. Auditor	December Local Government Distribution
12/21/2021	\$9,565.00	117-2021	Morrow Co. Auditor	December Excise Gas Tax
12/21/2021	\$2,691.52	117-2021	Morrow Co. Auditor	December cents per gallon gas tax
12/21/2021	\$599.43	118-2021	Morrow Co. Auditor	December License Tax - State
12/21/2021	\$310.50	118-2021	Morrow Co. Auditor	December License Tax - County
12/28/2021	\$500.00	119-2021	OTARMA	2021 MORE Grant
12/31/2021	\$14.74	120-2021	Park National	December ICS Interest
TOTAL:	\$14,958.15			

December 2021 Payments:

Date:	Amount:	Voucher/Warrant:	To:	For:
12/2/2021	\$934.79	82-2021	OPERS	November 2021 Payroll
12/3/2021	\$37.61	83-2021	Ohio Edison	Denmark Street Lights
12/3/2021	\$28.21	83-2021	Ohio Edison	Climax Street Lights
12/6/2021	\$493.00	84-2021	Ohio BWC	Worker's Comp. 1/1/2022 - 1/1/2023
12/8/2021	\$135.00	91-2021	Cardmember Services	2022 OTA Conference Registration
12/8/2021	\$21.44	91-2021	Cardmember Services	Meijer - Ink for printer
12/10/2021	\$91.84	85-2021	Ohio Edison	Township Hall Electric
12/10/2021	\$934.76	87-2021	OPERS	December Payroll
12/14/2021	\$534.00	3836	Auditor of State	UAN 1st Quarter 2022 UAN Fees
12/14/2021	\$472.06	3837	John Bayles	November Health Ins. Reimbursement
12/14/2021	\$301.16	3838	Matthew Carwell	November Health Ins. Reimbursement
12/14/2021	\$579.35	3839	Edward Sayers	November Health Ins. Reimbursement
12/14/2021	\$708.09	3840	John Bayles	December Health Ins. Reimbursement
12/14/2021	\$301.16	3841	Matt Carwell	December Health Ins. Reimbursement
12/14/2021	\$582.35	3842	Edward Sayers	December Health Ins. Reimbursement
12/14/2021	\$754.51	3843	John Bayles	December Payroll
12/14/2021	\$713.83	3844	Matthew Carwell	December Payroll
12/14/2021	\$858.35	3845	Jill Retterer	December Payroll
12/14/2021	\$725.82	3846	Edward Sayers	December Payroll
12/14/2021	\$1,001.82	88-2021	IRS	4th Quarter Federal Income Taxes
12/14/2021	\$319.53	89-2021	Treasurer of State	4th Quarter Ohio Income Taxes
12/14/2021	\$170.42	90-2021	Treasurer of State	4th Quarter School District Income Taxes
12/14/2021	\$150.00	3847	TRECA	Hall Rental Refund - Unused Days
12/14/2021	\$722.25	3848	Morrow County Commissioners	2022 Emergency Management Services
12/14/2021	\$600.00	3849	Mike Sayers Farms	O/C Graves - Gray 5/14/21; Hawk 7/8/21; Aiken 7/23/21
12/21/2021	\$12.00	92-2021	Delco Water	Township Hall Water
TOTAL:	\$12,183.35			

Bank Balance December 31, 2021

Park National Checking Balance:	\$106,038.92
Park National MM Balance:	\$267,202.39
TOTAL:	\$373,241.31

DISTRICT	Agr/res	Other	Total Assess Value	
Canaan Twp Fire (B04 & B05)	14,189,150	541,430	14,730,580	2021
Consolidated Fire (B06 & B44)	12,783,700	390,930	13,174,630	
GRAND TOTAL	26,972,850	932,360	27,905,210	

Schedule A

Summary of amounts required from General Property Tax approved by budget commission,
and county auditor's estimated tax rates

FUND	Amount to be derived from levying outside 10 mill limitation Column II	Amount approved by budget commission inside 10 mill limitation Column IV	County Auditor's estimate of tax rate to be levied	
			inside 10 mill limit V	outside 10 mill limit VI
General Fund	0	44,648	1.60	0.00
General Bond Retirement Fund				
Police Fund				
Cemetery	0			
Fire Fund (Only B04 and B05)	36,760			
Permanent Improvement	0			
Emergency	0			
Road and Bridge		2,791	0.10	
Road Improvement				
TOTAL	\$36,760	\$47,439	1.70	0.00

Schedule B

Levies outside 10 mill limitation, Exclusive of Debt Levies

Total 1.70

Fund	Effective Rate	Maximum Rate Authorized to Be Levied	County Auditor's Estimate of yield of levy Carry to schedule a column 2
General Fund: AG/RES	Other		
for not to exceed 5 years	levy authorized by voters on Expires	0.00	\$0
for not to exceed 5 years.	levy authorized by voters on Expires	0.00	\$0
for not to exceed 5 YEARS	levy authorized by voters on Expires	0.00	\$0
2016 Fire for not to exceed 5 YEARS	levy authorized by voters on 11/03/2020 Expires 2025	2.50 renewal	\$36,760
for not to exceed YEARS	levy authorized by voters on Expires	0.00	\$0
for not to exceed YEARS	levy authorized by voters on Expires	0.00	\$0
for not to exceed YEARS	levy authorized by voters on Expires	0.00	\$0

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CERTIFICATE OF THE COUNTY BUDGET COMMISSION

The Budget Commission of Morrow County, Ohio, hereby makes the following Official Certificate of Estimated Resources for the Township of Canaan for the fiscal year beginning January 1, 2022.

Fund Number and Description	Unencumbered Balance Jan. 1, 2023	Property Tax	Other Sources	Total
1000 General	\$142,933.17	\$38,000.00	\$21,500.00	\$202,433.17
2011 Motor Vehicle License Tax	\$25,620.85		\$12,000.00	\$37,620.85
2021 Gasoline Tax	\$128,334.91		\$130,000.00	\$258,334.91
2031 Road and Bridge	\$13,098.94	\$2,600.00		\$15,698.94
2041 Cemetery	\$13,130.06		\$1,000.00	\$14,130.06
2191 SPECIAL LEVY - FIRE		\$40,000.00		\$40,000.00
2272 Local Fiscal Recovery Fund (ARP)	\$50,123.38			\$50,123.38
4401 Public Works Commission Project				
Totals	\$373,241.31	\$80,600.00	\$164,500.00	\$618,341.31

The Budget Commission further certifies that its action on the foregoing budget and the County Auditor's estimate of the rate of each tax necessary to be levied within and without the 10 mill limitation is set forth in the proper columns of the preceding pages, and the total amount approved for each fund must govern the amount of appropriation from such fund.

_____ Budget

Date _____ _____ Commission

Appropriation Budget

By Fund
As Of 1/11/2022

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation
Fund Category: General				
Fund: General				
1000-110-111-0000	D Salaries - Trustees	\$0.00	\$0.00	\$31,914.00
1000-110-121-0000	D Salary - Township Fiscal Officer	\$0.00	\$0.00	\$16,719.00
1000-110-211-0000	D Ohio Public Employees Retirement System	\$0.00	\$0.00	\$7,000.00
1000-110-213-0000	D Medicare	\$0.00	\$0.00	\$1,000.00
1000-110-228-0000	D Health Care Reimbursement	\$0.00	\$0.00	\$27,000.00
1000-110-230-0000	D Workers' Compensation	\$0.00	\$0.00	\$1,000.00
1000-110-312-0000	Auditing Services	\$0.00	\$0.00	\$500.00
1000-110-313-0000	Uniform Accounting Network Fees	\$0.00	\$0.00	\$3,000.00
1000-110-314-0000	D Tax Collection Fees	\$0.00	\$0.00	\$1,500.00
1000-110-315-0000	D Election Expenses	\$0.00	\$0.00	\$100.00
1000-110-330-0000	Travel and Meeting Expense	\$0.00	\$0.00	\$2,000.00
1000-110-342-0000	Postage	\$0.00	\$0.00	\$200.00
1000-110-345-0000	Advertising	\$0.00	\$0.00	\$250.00
1000-110-381-0000	Property Insurance Premiums	\$0.00	\$0.00	\$2,000.00
1000-110-382-0000	Liability Insurance Premiums	\$0.00	\$0.00	\$2,000.00
1000-110-410-0000	Office Supplies	\$0.00	\$0.00	\$2,000.00
1000-110-420-0000	Operating Supplies	\$0.00	\$0.00	\$1,000.00
1000-110-519-0000	Other - Dues and Fees	\$0.00	\$0.00	\$4,000.00
1000-110-599-0000	Other - Other Expenses	\$0.00	\$0.00	\$1,000.00
1000-120-323-0000	Repairs and Maintenance	\$0.00	\$0.00	\$5,000.00
1000-120-351-0000	Electricity	\$0.00	\$0.00	\$2,000.00
1000-120-352-0000	Water and Sewage	\$0.00	\$0.00	\$300.00
1000-120-353-0000	Natural Gas	\$0.00	\$0.00	\$2,500.00
1000-120-360-0000	Contracted Services	\$0.00	\$0.00	\$15,000.00
1000-120-490-0000	Other - Supplies and Materials	\$0.00	\$0.00	\$500.00
1000-120-599-0000	Other - Other Expenses	\$0.00	\$0.00	\$500.00
1000-310-360-0000	Contracted Services	\$0.00	\$0.00	\$1,200.00
1000-330-360-0000	Contracted Services	\$0.00	\$0.00	\$5,000.00
1000-410-323-0000	Repairs and Maintenance	\$0.00	\$0.00	\$2,000.00
1000-410-360-0000	Contracted Services	\$0.00	\$0.00	\$17,000.00
1000-410-599-0000	Other - Other Expenses	\$0.00	\$0.00	\$500.00
1000-420-370-0000	Payment to Another Political Subdivision	\$0.00	\$0.00	\$4,000.00
1000-760-740-0000	Machinery, Equipment and Furniture	\$0.00	\$0.00	\$42,240.17
	General Fund Total:	\$0.00	\$0.00	\$201,923.17
	General Fund Group Total:	\$0.00	\$0.00	\$201,923.17
Fund Category: Special Revenue				
Fund: Motor Vehicle License Tax				
2011-330-323-0000	Repairs and Maintenance	\$0.00	\$0.00	\$1,000.00
2011-330-360-0000	Contracted Services	\$0.00	\$0.00	\$36,620.85
	Motor Vehicle License Tax Fund Total:	\$0.00	\$0.00	\$37,620.85
Fund: Gasoline Tax				
2021-110-381-0000	Property Insurance Premiums	\$0.00	\$0.00	\$2,000.00
2021-110-382-0000	Liability Insurance Premiums	\$0.00	\$0.00	\$2,000.00
2021-330-323-0000	Repairs and Maintenance	\$0.00	\$0.00	\$5,000.00
2021-330-360-0000	Contracted Services	\$0.00	\$0.00	\$239,334.91
2021-330-400-0000	Supplies and Materials	\$0.00	\$0.00	\$10,000.00
	Gasoline Tax Fund Total:	\$0.00	\$0.00	\$258,334.91

Report reflects selected information.

Appropriation Budget

By Fund

As Of 1/11/2022

<u>Account Code</u>	<u>Account Name</u>	<u>Reserved for Encumbrance 12/31</u>	<u>Reserved for Encumbrance 12/31 Adjustment</u>	<u>Final Appropriation</u>
Fund: Road and Bridge				
2031-110-314-0000	D Tax Collection Fees	\$0.00	\$0.00	\$200.00
2031-330-323-0000	Repairs and Maintenance	\$0.00	\$0.00	\$500.00
2031-330-360-0000	Contracted Services	\$0.00	\$0.00	\$11,998.94
	Road and Bridge Fund Total:	\$0.00	\$0.00	\$12,698.94
Fund: Cemetery				
2041-410-323-0000	Repairs and Maintenance	\$0.00	\$0.00	\$4,000.00
2041-410-360-0000	Contracted Services	\$0.00	\$0.00	\$5,000.00
2041-410-420-0000	Operating Supplies	\$0.00	\$0.00	\$1,000.00
2041-410-599-0000	Other - Other Expenses	\$0.00	\$0.00	\$4,130.06
	Cemetery Fund Total:	\$0.00	\$0.00	\$14,130.06
Fund: SPECIAL LEVY - FIRE				
2191-110-314-0000	D Tax Collection Fees	\$0.00	\$0.00	\$1,200.00
2191-220-360-0000	Contracted Services	\$0.00	\$0.00	\$38,800.00
	SPECIAL LEVY - FIRE Fund Total:	\$0.00	\$0.00	\$40,000.00
Fund: Local Fiscal Recovery Fund (ARP)				
2272-760-700-0000	Capital Outlay	\$0.00	\$0.00	\$50,123.38
	Local Fiscal Recovery Fund (ARP) Fund Total:	\$0.00	\$0.00	\$50,123.38
	Special Revenue Fund Group Total:	\$0.00	\$0.00	\$412,908.14
	Report Total:	\$0.00	\$0.00	\$614,831.31

