

Canaan Township Board of Trustees
Regular Meeting
August 10, 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 were Mt. Gilead Fire Chief Chad Swank, Regional Planning Representative Billie Pangborn, and Gene Ebert with Ebert Mowing and Landscaping.

Chief Swank presented an Incident Report for Fire and EMS for Canaan Township so far for 2021. The township's Fire Protection Agreement with Mt. Gilead expires on December 21, 2021. Chief Swank presented a draft of the new Fire Protection Agreement for January 1, 2022 – December 31, 2025. This is a four-year contract and the former contract was five years. This change is to get everyone who contracts with Mt. Gilead on the same four-year contract cycle.

The fiscal officer presented the minutes from the July 13, 2021 meeting. Mr. Sayers made the motion to approve the minutes. Mr. Carwell 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 July and early August were reviewed and the attestation statement signed by Mr. Bayles. Mr. Carwell made the motion to approve the reports. Mr. Sayers seconded the motion. Motion passed.

Funds totaling \$50,123.38 were received from the Treasury on July 22, 2021 as part of the first tranche of the American Rescue Plan Act Funds.

A Resolution (#8-10-2021-1) was made accepting the American Rescue Plan Act Funds totaling \$50,123.38.

Whereas, another round of federal relief funding for townships through the American Rescue Plan Act was approved as part of the \$1.9 trillion economic COVID-19 stimulus package, which was signed into law on March 11, 2021.

Whereas, Per the Act and US Treasury guidance, ARP funding will be distributed to all NEUs (non-entitlement units) by population. The specific allocation to each NEU is based on the NEU's proportion of the population compared to the total population of all NEUs in Ohio. For Canaan Township, the total amount is \$100,246.76 with one tranche (\$50,123.38) disbursed up to 10 days after application for the funding and a 2nd tranche disbursed a year later.

Whereas, the township has until December 31, 2024 to obligate ARP funds and all money must be spent by December 31, 2026.

Whereas, Guidance is provided by the Treasury on what these funds can be used for including capital improvement projects that respond to the Public Health Emergency caused by COVID-19.

BE IT RESOLVED, by the Board of Trustees of Canaan Township, accepts the 1st tranche of funds totaling \$50,123.38 from the Treasury as part of the economic COVID-19 stimulus package.

NOW BE IT RESOLVED by the Canaan Township Board of Trustee:

The foregoing resolution offered by Board Member John Bayles.

Second offered by Board Member Edward Sayers.

The roll being called upon its adoption the vote resulted as follows: Mr. Bayles, yes; Mr. Carwell, yes; Mr. Sayers, yes.

The 2021 amended certificate of estimate resources was presented for review. The certificate reflects the increase in funds after receiving the American Rescue Plan funds totaling \$50,123.38. It will be filed with the County Auditor.

The trustees discussed possible uses of the ARP funds including a new HVAC system, flooring, and doors for the township hall. This will allow for improvement of ventilation in a congregate setting as well as make adaptations to the township hall (public building) to implement COVID-19 mitigation tactics. Prior to any spending of the funds, guidance on the proper use of the funds will be requested from the County Prosecutor when the Final Review is received from the Treasury.

Communications included:

- The Grassroots Clippings newsletter

A Cemetery Grant application from the Ohio Department of Commerce, Division of Real Estate and Professional Licensing for \$1,000 was submitted on July 31, 2021. This grant money is to be used on exceptional maintenance to cover non-routine, non-repetitive maintenance. If awarded, the trustees wish to use this grant money to offset the expenses to install a new driveway in the new one-acre lot at North Canaan Cemetery. A quote from Jesson Excavating was received with a total cost of \$9,250. The trustees will seek out one or two additional quotes for comparison. The trustees should receive notice in 4-6 weeks if the grant was awarded.

The roads were checked on Wednesday, August 4, 2021. The Road Sign Inventory and Management form was completed and is on file.

Mr. Sayers reported that it was business as usual at the last 1st Consolidated meeting. He reminded that 1st Consolidated will be putting a 2-mil continuous levy on the ballot this fall. There is currently a 1-mil continuous levy in place. The 2-mil levy, if passed, will replaced the current 1-mil continuous levy.

Billie Pangborn was present with a Regional Planning update. There was nothing to report for Canaan Township. South Bloomfield Township had a petition to close Twp. Rd. 16 on a small section that has not been maintained for years. The Zoning Commissioner also made a motion to amend the Morrow County Zoning Resolution to adopt Solar Energy System Language for roof top and ground mounted systems under 50 MW.

It was reported that Matt Strine has completed the spraying of the roads and cemeteries for the season.

The trustees looked over the OTARMA insurance renewal for 2021/2022. The Anniversary Information Acknowledgement was completed and signed by Chairman John Bayles. No changes were made to the current policy. The renewal amount was \$3,215 and a 2021 Capital Distribution check in the amount of \$236.87 will be received by the township 30-60 days following receipt of the renewal.

The OTARMA MORE Grant was discussed and possibly using the grant for security cameras for the township hall. Recently, a renter of the township hall broke the locked box on the heating and cooling system to adjust the thermostat, causing a spike on the demand meter resulting in higher electric bills.

Information was received from OTARMA requiring a mandatory Cyber Application for all OTARMA members. This 17- page application must be completed and returned to OTARMA by September 15, 2021.

Information was received from Shaw Creek to pre-buy propane @\$1.599 per gallon. This is a commercial pre-buy rate. The township currently has a \$219.36 credit with Shaw Creek from last year's pre-buy. Mr. Sayers made a motion to pre-buy 500 gallons of propane. Mr. Carwell seconded the motion. Motion passed.

The annual Fire Inspection by Koorsen was completed on July 15, 2021.

The trustees received information from the Ohio Township Association regarding a one-time program providing Federal funds to townships for sidewalk, roadway, and culvert (less than 10 feet in span) projects located within township limits. The total funding available for this program is \$8 million and a funding limit of \$250,000 per project has been established. ODOT will provide 100% of eligible costs for all phases of the project, up to the specified project funding limit. The project funds will be pre-paid to the township and must be spent by December 31, 2024. The trustees decided to apply for the funds to pave and widen a one-mile section of TR 60 between TR 67 and CR 61. Guidance and estimates will be obtained from the County Engineer.

A Resolution (#8-10-2021-2) was made to apply for the Township Stimulus Program Funds and to execute contracts as required.

WHEREAS, the ODOT Township Stimulus Program is providing one-time financial assistance to townships for capital improvements to public infrastructure, and

WHEREAS, the Canaan Township Board of Trustees is planning to make capital improvements to **TOWNSHIP ROAD 60 - WIDENING AND RESURFACING BETWEEN TR 67 and CR 61**, and

WHEREAS, the infrastructure improvement herein above described is considered to be a need for the community and is a qualified project under the ODOT eligibility requirements,

NOW BE IT RESOLVED by the Canaan Township Board of Trustee:

Section 1: John Bayles, Trustee, is hereby authorized to apply to ODOT for funds as described above.

Section 2: John Bayles, Trustee, is authorized to enter into any agreements as may be necessary and appropriate for obtaining this financial assistance.

The foregoing resolution offered by Board Member John Bayles.

Second offered by Board Member Matt Carwell.

The roll being called upon its adoption the vote resulted as follows: Mr. Bayles, yes; Mr. Carwell, yes; Mr. Sayers, yes.

The trustees discussed applying to the Ohio Public Works Commission for FY 23/Round 36 to finish a one-mile section of TR 60 north of CR 61 and ending at CR 59. If this grant and the ODOT grant for the one-mile section between TR 67 and CR 61 would both be approved, this would complete resurfacing of all five miles of TR 60 in the township.

A Resolution (#8-10-2021-3) was made authorizing John Bayles, Canaan Township Trustee, to prepare and submit an application to participate in the Ohio Public Works Commission State Capital Improvement and/or Local Transportation Improvement Programs and to execute contracts as required.

WHEREAS, the State Capital Improvement Program and the Local Transportation Improvement Program both provide financial assistance to political subdivisions for capital improvements to public infrastructure, and

WHEREAS, the Canaan Township Board of Trustees is planning to make capital improvements to **TOWNSHIP ROAD 60 RESURFACING PHASE 3**, and

WHEREAS, the infrastructure improvement herein above described is considered to be a priority need for the community and is a qualified project under the OPWC programs.

NOW BE IT RESOLVED by the Canaan Township Board of Trustee:

Section 1: John Bayles, Trustee, is hereby authorized to apply to the OPWC for funds as described above.

Section 2: John Bayles, Trustee, is authorized to enter into any agreements as may be necessary and appropriate for obtaining this financial assistance.

The foregoing resolution offered by Board Member Edward Sayers

Second offered by Board Member Matthew Carwell.

The roll being called upon its adoption the vote resulted as follows: Mr. Bayles, yes; Mr. Carwell, yes; Mr. Sayers, yes.

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. Carwell made the motion to adjourn. Mr. Sayers seconded the motion. Motion passed. The meeting adjourned at 10:00 PM.

Trustee: _____
John Bayles, Chairman

Trustee: _____
Matt Carwell, Vice Chairman

Trustee: _____
Edward Sayers

Fiscal Officer: _____
Jill Retterer

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July 2021 Receipts:

Date:	Amount:	Receipt #:	From:	For:
7/9/2021	\$350.00	57-2021	Snyder's Funeral Home	O/C Grave - Mary Grace Hawk
7/14/2021	\$50.00	58-2021	Elizabeth Wells	Township Hall Rental
7/15/2021	\$670.81	59-2021	Morrow Co. Auditor	July Local Government Distribution
7/15/2021	\$529.27	60-2021	Morrow Co. Auditor	July Local Gov. Dis. Per sec 57
7/21/2021	\$9,605.26	61-2021	Morrow Co. Auditor	July Excise Gas Tax
7/21/2021	\$2,212.41	61-2021	Morrow Co. Auditor	July cents per gallon gas tax
7/21/2021	\$850.08	62-2021	Morrow Co. Auditor	July License Tax - State
7/21/2021	\$415.75	62-2021	Morrow Co. Auditor	July License Tax - County
7/22/2021	\$50,123.38	64-2021	State of Ohio OBM	Local Fiscal Recovery Funds (ARP)
7/23/2021	\$27,616.45	63-2021	Morrow Co. Auditor	2nd half 2020 RE Taxes
7/27/2021	\$350.00	65-2021	Boyd Funeral Home	O/C Grave - Prinnie Carolyn Aiken
7/27/2021	\$220.00	66-2021	G.W. and D.J Pfeifer	Purchase 2 cemetery lots - Worden
7/30/2021	\$14.74	67-2021	Park National	July ICS Interest
TOTAL:	\$93,008.15			

July 2021 Payments:

Date:	Amount:	Voucher/Warrant:	To:	For:
7/1/2021	\$934.79	48-2021	OPERS	June 2021 Payroll
7/6/2021	\$40.82	49-2021	Ohio Edison	Denmark Street Lights
7/6/2021	\$30.62	49-2021	Ohio Edison	Climax Street Lights
7/9/2021	\$1,001.82	50-2021	IRS	2nd Quarter Federal Tax
7/9/2021	\$322.89	51-2021	State of Ohio	2nd Quarter State Tax
7/9/2021	\$170.43	52-2021	State of Ohio	2nd Quarter School District Tax
7/13/2021	\$985.00	3780	Eugene P. Ebert	July 2021 Mowing Contract
7/13/2021	\$461.53	3781	Central Ohio Farmer's Co-Op	Diesel Fuel for tractor
7/13/2021	\$30.00	3782	AIM Media Midwest	Legal Notice 2022 Budget Hearing
7/13/2021	\$472.06	3783	John Bayles	June Health Ins. Reimbursement
7/13/2021	\$301.16	3784	Matthew Carwell	June Health Ins. Reimbursement
7/13/2021	\$582.35	3785	Edward Sayers	June Health Ins. Reimbursement
7/14/2021	\$204.51	53-2021	Ohio Edison	Township Hall Electric
7/20/2021	\$12.00	54-2021	Delco Water	Township Hall Water
7/31/2021	\$754.41	3786	John Bayles	July Payroll
7/31/2021	\$713.66	3787	Matthew Carwell	July Payroll
7/31/2021	\$857.80	3788	Jill Retterer	July Payroll
7/31/2021	\$725.65	3789	Edward Sayers	July Payroll
TOTAL:	\$8,601.50			

Bank Balance July 30, 2021

Park National Checking Balance:	\$183,848.45
Park National MM Balance:	\$267,129.65
TOTAL:	\$450,978.10