

## CANAAN TWP TRUSTEES of Madison County

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8055 US Rt 42 S. ~ Plain City, Ohio 43064  
Phone 614 873-4512  
Mailing Address ~ Lisa I. Beachy, Fiscal Officer  
9595 Amity Pike ~ Plain City, Ohio 43064

BIG DARBY CEMETERY  
Ohio Cert./ Reg. # 981415  
6835 PLAIN CITY GEORGESVILLE RD.  
PLAIN CITY, OHIO  
MADISON COUNTY

### **RATES**

Resolution 2012-1-9 passed by the Canaan Township Trustees at their January 4, 2012 meeting, replaces the previous rate structure of the Big Darby Cemetery and takes effect immediately:

Purchase of lots is open to current Canaan Township residents and property owners. Those persons with close relatives already buried in Big Darby Cemetery may also be considered. Burial Requests /Services are monitored by the Board of Trustees with the permission of the lot owner or heirs. To establish fees, current residency or property ownership is re-evaluated each time a service is rendered.

### **PLOT PURCHASE**

	<u>Current Canaan Twp Residents or Property Owners</u>	<u>Others</u>
4 & 5 Grave Plots (Sect A & B)	Closed to New Purchase	
2 Grave Plots (Sect C)	\$ 400.00	\$ 800.00
4 Grave Plots (Sect C)	\$ 800.00	\$1600.00

### **OPENING & CLOSING OF EACH GRAVE:**

Vault	\$ 250.00	\$ 500.00
Cremation	\$ 100.00	\$ 175.00
Sunday or Holiday Burial (Addn'l Charge)	\$ 50.00	\$ 50.00

### **MONUMENT FOOTERS:**

The Canaan Township Trustees will continue to require monument companies to prepare their own foundations when setting a monument within the Big Darby Cemetery. Resolution 2007-1-4 passed by the Canaan Township Trustees at their January 8, 2007 meeting, adds a \$15 fee and contractor guidelines as to installation and depth of monuments.

### **PLEASE DIRECT QUESTIONS TO:**

Monroe Harbage	614 879-5716	Mark Ishmael	614 327-6427
Don Schrock	614 572 9776	Lisa Beachy	614 873-5535

# RECORD OF PROCEEDINGS

## CANAAN TOWNSHIP TRUSTEES OF MADISON COUNTY OHIO

### 2012 REGULAR SCHEDULED SESSION

Held: April 2, 2012 7:00 PM – 9:00 PM

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The Canaan Township Trustees of Madison County met at the Canaan Twp. Bldg., 8055 US Highway 42 S., Plain City, Ohio 43064

In Attendance Trustees: Monroe Harbage, Mark Ishmael & Don Schrock  
Fiscal Officer: Lisa Beachy  
Visitors: Jeffrey Hix, Cindy Hix, Barbara Fitch, David Fitch, Becky Raber and Eli Gingerich

Ishmael welcomed the visitor's to our monthly meeting. The Trustees signed the checks for the final payment for the Cemetery land purchase and gave both checks to Rebecca Raber and thanked her for coming. Cindy Hix addressed the Trustees regarding artificial flowers of hers that have been thrown away at the Cemetery. She said that she replaces these artificial flowers every season or every quarter each year and they always get thrown away during spring and fall cleanup. Harbage suggested posting a sign in the Cemetery storage building to remind who ever cleans up to not touch the flowers on the Getsinger grave. Ishmael commented that cemetery regulations state that grave site decorations will be picked up and retained for several weeks for owners to retrieve. Retaining items is at the discretion of the Township, based on the condition of the item(s). Dave Fitch, a Township resident located at 8321 Smith Calhoun Rd., told the Trustees about a drainage issue on his property. Mr. Fitch said that he spoke with the County and they suggested coming to a meeting to get the Township involved. The Trustees said they will contact the County to discuss the drainage issue and get back with Mr. Fitch.

Draft copies of the March 5, 2012 regular meeting had been delivered to the Trustees in advance of the meeting. Harbage moved and Schrock seconded that the minutes be accepted as delivered. The file copy was signed by all members of the Board and made available to the visitors present for inspection. Roll Call; Ishmael yes, Harbage yes and Schrock yes

Fiscal Officer Beachy presented the March 31, 2012 "Richwood Bank Reconciliation and Fund Balances" report that the Trustees reviewed and approved with their signatures. Ishmael asked if there was a bank balance to cover the presented checks, to which Fiscal Officer Beachy responded "yes". Purchase orders and checks were signed.

Administration: The Fiscal Officer's "March 2012 Activities Report" was reviewed by the Trustees. (See attachment).

The trustees approved with their signatures:

Resolution 2012-4-1 See Resolution Book

\*Misc Expenses

Resolution 2012-4-2 See Resolution Book

\*Fertilizer for Twp & Cemetery

Resolution 2012-4-3 See Resolution Book

\*2012 Road/ Ditch Cleanup

Resolution 2012-4-4 See Resolution Book

\*Final payments for Cemetery land purchase

The following items were discussed:

Health & Safety: Schrock said that this is National Public Health Week and the Health Dept is open from 8:30-4:30 every day for the public to stop in. Mary Ann Webb will be attending our May meeting. Harbage said the Commissioners are dragging their feet regarding helping with the Dental program.

Zoning: Ishmael said he spoke to Dave Hughes regarding the Lemaster Foundation and Wightman properties in Amity. Both property owners are planning home construction to start soon. Ishmael said he will be meeting with the Health Dept, Zoning and Steve Pronai tomorrow regarding development of the landlord regulations. Ishmael said that he learned at the OTA Conference that the Township, under the Ohio Revised Code, can send a certified letter to the homeowner as fair warning regarding unmaintained properties. Ishmael said at last month's County Commissioners meeting they approved the Farmland Preservation Plan, which is a guideline to zoning laws. No approval for the Comprehensive Plan.

Fire: The Fire Board met. They discussed an insurance issue with the roof repair. Ishmael said that lightning protection will be installed to building and light structures as part of the roof replacement. Toni Stevens was out of the office for several days due to a death in the family. They talked about the firemen taking diving classes. Roger Weeks and Mark Ishmael said that they could assist in an emergency since they are both certified.

Roads: Schrock said that Dave Brand and Levon Hudson came to the Township and they did their annual drive through the Township. Issues were found on Price Hilliard Rd. and berm work is needed in the Township. Work will be performed on Amity Pike this summer. The County will fix the asphalt breaking up on Kauffman Rd. The tar and chip schedule is not ready yet. The new tractors are ready for mowing season. The rock boxes are done. Thanks to Schrock for building these for the Township. Schrock will call JD Equipment to confirm the pricing for the JD Hood Guard for the new tractor. Beachy told Schrock that the packing slip was more than the quote presented at last month's meeting. Schrock will address with JD Equipment to correct. Schrock said the road/ditch cleanup was a success. The United Bethel Youth Group worked last Sat., March 31<sup>st</sup> from approximately 7:30am – 1:30pm.

**RECORD OF PROCEEDINGS**  
CANAAN TOWNSHIP TRUSTEES OF MADISON COUNTY OHIO  
**2012 REGULAR SCHEDULED SESSION**

Held: April 2, 2012 7:00 PM – 9:00 PM Page 2 of 2

Cemetery: Harbage said that Beachy made him a list for lots 300-400 and he would also like to have 100-200 as well. Harbage said that he had returned Mr. Hix’s phone call regarding the artificial flower problem and had suggested they attend tonight’s meeting which they did. Harbage and Beachy do not remember receiving any phone calls in the past regarding this issue. Eli Gingerich said he drove through the Cemetery and it looks good. It has been fertilized. Harbage has given Beachy an updated list of the Cemetery lots that are used. Harbage said that he has gotten all of the Veteran markers done. Harbage said that he has not contacted Jeff Hostetler regarding seeding the new parcel. Harbage will call Napier & Son and Peterson regarding clearing the trees at the back of the Cemetery. Ishmael reminded Harbage to call Tim Rose, too. Harbage talked to Leon Kramer, a Jefferson Twp Trustee, to get an estimate for the new driveway. Schrock suggested we use someone from our Township or community. The Trustees agreed. Ishmael asked about the vinyl fence, if it was something that the Township could tackle. Eli Gingerich said it might be more than we could handle. Harbage is to contact Yoder’s Vinyl Fencing and Webb Fence for estimates. Ishmael asked how long it will take to get the estimates and Harbage said he would try to get them by the May or June meeting. The Trustees suggested putting the gravel down for the driveway and leaving for 4-5 years before they pave the drive. Eli Gingerich said that he has not sprayed for weeds because it needs to be 70-80 degrees.

Building: Ishmael asked about the tank leaking and dripping on the Twp floor. Eli Gingerich responded that the leak is not too bad and he keeps a close eye on it. Eli Gingerich said that he will start painting the shop bathroom tomorrow. Ishmael said that there is rust around the front building windows. He would like Gingerich to check to see if there is a drainage issue and see how we may fix it. Ishmael will apply Sevin to the rose bushes. Ishmael moved and Harbage seconded to purchase annuals for the flower pots at the Township and will spend no more than \$200.00 for these improvements. Roll Call: Ishmael yes, Harbage yes and Schrock yes. Beachy said she will be out of town from Friday 4/6 – Thursday 4/12. She will meet with the renters before she leaves to give them a walk thru and their keys. Ishmael said that he will come in this weekend and check on the trash and put the keys back in the lock box.

Misc: Gingerich asked the Trustees if he could purchase dollies from Harbor Freight for \$7.99/each. The trustees agreed and said to pick up 3. They would also like Gingerich to get some jack stands for the Cemetery for Hammond to use when he is working on the mower. The Trustees suggested checking Yoder’s Discount for some of these items. They would like to check on pricing for an impact wrench. Next month’s meeting will be Monday, May 7<sup>th</sup> at 7:00pm at the Township building.

Harbage moved that the meeting be adjourned and Ishmael seconded. Roll Call; Ishmael yes, Harbage yes and Schrock yes

\_\_\_\_\_ Fiscal Officer

Trustees \_\_\_\_\_

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# RECORD OF PROCEEDINGS

## CANAAN TOWNSHIP TRUSTEES OF MADISON COUNTY OHIO

### 2012 REGULAR SCHEDULED SESSION

Held: August 6, 2012 7:00 PM –8:30 PM

Page 1 of 2

The Canaan Township Trustees of Madison County met at the Canaan Twp. Bldg., 8055 US Highway 42 S., Plain City, Ohio 43064

In Attendance Trustees: Monroe Harbage, Mark Ishmael & Don Schrock  
Fiscal Officer: Lisa Beachy  
Visitors: George Roby, Eli Gingerich, Tim Rose & Brian Rose

Draft copies of the July 2, 2012 regular meeting had been delivered to the Trustees in advance of the meeting. Harbage moved and Ishmael seconded that the minutes be accepted as delivered. The file copy was signed by all members of the Board and made available to the visitors present for inspection. Roll Call; Ishmael yes, Harbage yes and Schrock yes

Fiscal Officer Beachy presented the July 31, 2012 "Richwood Bank Reconciliation and Fund Balances" report that the Trustees reviewed and approved with their signatures. Ishmael asked if there was a bank balance to cover the presented checks, to which Fiscal Officer Beachy responded "yes". Purchase orders and checks were signed.

Administration: The Fiscal Officer's "July 2012 Activities Report" was reviewed by the Trustees. (See attachment).

The trustees approved with their signatures:

Resolution 2012-8-1 See Resolution Book

\*Misc Expenses

Resolution 2012-8-2 See Resolution Book

\*Tree removal at Big Darby Cemetery

Resolution 2012-8-3 See Resolution Book

\*Carpet Cleaning

Fiscal Officer Beachy asked the Trustees to help fill out an agreement with the Madison Co. Board of Elections regarding an Emergency Management Plan. Ishmael asked if the visitors would like to address the Trustees. Mr. Rose with Central Ohio Tree & Stump Removal, wanted to thank the Trustees for his work for the Township at the Big Darby Cemetery. The Trustees thanked Mr. Rose for his quick service. They removed 16 Ash trees with the Emerald Ash Bore and 2 trees from the June 29<sup>th</sup> storm damage. Mr. Rose grinded up the stumps as well.

The following items were discussed:

Health & Safety: Schrock said that there were 2 cases of Swine flu at the Ohio State fair. Mary Ann Webb said that the flu vaccines have been ordered and to watch for the upcoming vaccine dates.

Zoning: The Franklin Co. project on Carters Mill/Langton Rd. is going to start this fall and will be a 2 year project. There are still concerns with the drainage on Hayden Run Rd. near the Franklin Co. and Madison Co. lines. Ishmael called regarding the new building at Fred Headings on Amity Pike. All necessary permits have been provided. Nothing has started yet on the Wightman property in Amity. Harbage said that there is a large pile of dirt on a property on PC Georgesville just past Colvin Dr. It may not be in Canaan Township.

Fire: Ishmael thanked Harbage for attending the Fire Board meeting while he was on vacation in July. Harbage said the Fire Dept. plans on purchasing a John Deere Gator and trailer through the State Contract program to use in parades and with crowd control. A new repeater has been installed on the water tower. The Fire Dept. would like to get a credit card so the Fiscal Officer does not need to write as many checks.

Roads: The Trustees reviewed the proposal from the Madison Co. Engineer to Chip & Seal Kaufman Rd. The Trustees discussed the proposal and agreed that some additional berm work needs to be performed for better drainage on Kaufman Rd. After further discussion, Harbage moved and Ishmael seconded to have the Madison Co. Engineer's office Chip & Seal Kaufman Rd. per their estimate. Roll Call: Harbage yes, Ishmael yes and Schrock yes. Harbage said he will be going to London tomorrow and will deliver the proposal to the Engineer's office. Ishmael talked with Levin Hutson about the pole located on Amity Pike and PC Georgesville Rd and he said he is unsure who owns the pole. Schrock said not much road work has been done on Amity Pike or Price Hilliard Rd. Schrock told Eli Gingerich to pick up old tires dumped on Carters Mill Rd. There is a problem with people driving in the ditch and graffiti on the Amity Pike bridge. Ishmael suggested Schrock call the Sheriff and then Levin Hutson regarding this issue.

Cemetery: Harbage said that Mr. Rose with Central Ohio Tree and Stump Removal has removed 18 trees at the Cemetery. It now looks very bare and we may need to look into planting new trees in the future. Harbage suggested getting an opinion on what kind of trees to use as replacements. The old trees were used to mark the walk ways between the graves. Mr. Rose said we should not plant in the same holes but we can plant them close once the fence is removed. He suggested the Kentucky Coffee Tree, used by the City of Grandview. The Trustees can contact Shawn Roby if they have any questions. Harbage said that Pete Hammond has done a good job mowing and he mower the new property to knock down the weeds that are growing. Ishmael suggested spraying the new property for weeds. Harbage would like to seed and fertilize the new property before

# RECORD OF PROCEEDINGS

CANAAN TOWNSHIP TRUSTEES OF MADISON COUNTY OHIO

## 2012 REGULAR SCHEDULED SESSION

Held: August 6, 2012 7:00 PM –8:30 PM Page 2 of 2

Cemetery: winter so the fertilizer will soak in over the winter. Ishmael suggested they wait until spring. The Trustees said they will need to see if we have enough funds for this project. The Trustees will continue to discuss the things needed for the new property and discuss the costs at future meetings. Harbage said that he has a meeting with Yauger tomorrow for the DePew grave.

Building: Ishmael said that he purchased 4 watering bags for the Township trees and they have proven to work well. Ishmael said the floor in the shop bathroom looks good. Ishmael said that he has mulched the trees with the watering bags. He would like to have the mulching finished this fall. Gingerich will get more mulch. It was suggested he go to Kurtz Brothers on Houchard Rd. if he gets bulk mulch. Ishmael suggested covering the outside vents with something so the birds don't build any nests again. Ishmael got several quotes for propane. After discussion based on price, Ishmael moved and Schrock seconded to lock in the price at \$1.39/gallon for 1200 gallons with Matheson Valley, this is not a pre-buy. Roll Call: Harbage yes, Ishmael yes and Schrock yes. Eli Gingerich asked the Trustees if he could purchase more Triplett to spray the ditches, he has enough to spray the new Cemetery property. Ishmael moved and Harbage seconded to purchase Triplett and Topsurf, a surfactant, to spray the ditches for weed control and spend no more than \$800.00. Roll Call: Harbage yes, Ishmael yes and Schrock yes. Gingerich thanked Ishmael and Schrock for helping with the tractor. Ishmael suggested fertilizing this fall at the Township and the Cemetery and aerating again. The Trustees will decide on this at next month's meeting.

Misc: Next month's meeting will be on Tuesday, September 4<sup>th</sup> @ 7pm due to the Labor Day holiday on Monday, September 3<sup>rd</sup>. Fiscal Officer Beachy will put a notice in the Madison Press and Plain City Advocate before the meeting.

Ishmael moved that the meeting be adjourned and Harbage seconded. Roll Call; Ishmael yes, Harbage yes and Schrock yes

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Fiscal Officer

Trustees \_\_\_\_\_  
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# RECORD OF PROCEEDINGS

## CANAAN TOWNSHIP TRUSTEES OF MADISON COUNTY OHIO

### 2012 REGULAR SCHEDULED SESSION

Held: December 3, 2012 7:00 PM –8:45 PM

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The Canaan Township Trustees of Madison County met at the Canaan Twp. Bldg., 8055 US Highway 42 S., Plain City, Ohio 43064

In Attendance Trustees: Monroe Harbage, Mark Ishmael & Don Schrock  
Fiscal Officer: Lisa Beachy  
Visitors: Eli Gingerich, George Roby and Luke Hill

Draft copies of the November 5, 2012 regular meeting had been delivered to the Trustees in advance of the meeting. Harbage moved and Ishmael seconded that the minutes be accepted as corrected. The file copy was signed by all members of the Board and made available to the visitors present for inspection. Roll Call; Ishmael yes, Harbage yes and Schrock yes

Fiscal Officer Beachy presented the November 30, 2012 "Richwood Bank Reconciliation and Fund Balances" report that the Trustees reviewed and approved with their signatures. Ishmael asked if there was a bank balance to cover the presented checks, to which Fiscal Officer Beachy responded "yes". Purchase orders and checks were signed.

Administration: The Fiscal Officer's "November 2012 Activities Report" was reviewed by the Trustees. (See attachment).

The trustees approved with their signatures:

Resolution 2012-12-1 See Resolution Book

\*Misc Expenses

Resolution 2012-12-2 See Resolution Book

\*Drug Test Reimbursement rate change

Resolution 2012-12-3 See Resolution Book

\*Christmas tree for Twp Meeting Room

Ishmael opened the meeting to our visitor, Luke Hill. Mr. Hill had a question about the new drives on Amity Pike. Mr. Hill read the copy of last month's minutes and his question was answered.

Ishmael had a question about the bonus resolution we have for our employees. The Trustees discussed changing this resolution. Harbage and Schrock agreed to leave it alone and Ishmael wanted to change it. The Trustees agreed to leave the bonus resolution alone at this time. Schrock said that the Trustees should follow through with resignations of employees. The Trustees agreed to leave the bonus resolution alone at this time.

Harbage asked if he could have a resignation form so he can go talk with Mr. John Lewis. He will stop into see Mr. Lewis to get this finalized.

The following items were discussed:

Health & Safety: Schrock reported that Darlene Steele who handles 2 counties recycling, is retiring. Her replacement will be responsible for 3 counties. Flu shots are almost done. The Health Dept is working on their 2013 budget. They have a roof problem and had to pay \$15,000 to the County Commissioners even though it is a county owned building. Schrock would like to investigate this.

Zoning: Ishmael reported more information on the 3 new drives on Amity Pike. The building at the Headings home is finished and Jeff Yoder is putting up a new shed. All have the appropriate permits. Ishmael said that Freddie Mac now owns the Mahoney property in Amity. The Wightman property is started in Amity. The Sparks property has installed a fence to hide the cars on the property.

Fire: Ishmael gave us the minutes for 2 meetings. They currently have an issue with the salary for the new chief. The board went into executive session to discuss the pay for the new chief, Mark Kidd. Chief Kidd has one year to move into the area served by the Joint Fire Dept. Ishmael asked if Harbage stopped into the Fire Dept. to fill out paperwork for Toni Stevens. Harbage said he did.

Roads: Schrock said that both berms are done on Kaufman Rd. The annual County ODOT snow plowing meeting was held on Nov 29<sup>th</sup>. All necessary employees attended. Schrock met with these employees at the shop to discuss any issues. Schrock reported that the mowing for 2012 is done. Schrock said that the County will not provide straight salt to the Townships only the salt/grit mix. Schrock said that he would like to get prices for snow removal from local Township businesses on snow removal with salt. Ishmael said that when he dealt with this issue in the past, it becomes a liability issue and the Township has to use their own judgment. The issues are with the cul de sacs that are in the Township that do not want grits spread on their road. They fear it will clog their drainage. Ishmael said that they spread within 100ft from the stop sign unless it is icy conditions then they would spread the mix over the entire cul de sac.

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CANAAN TOWNSHIP TRUSTEES OF MADISON COUNTY OHIO

## 2012 REGULAR SCHEDULED SESSION

Held: December 3, 2012 7:00 PM –8:45 PM

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Cemetery: Gingerich & Hammond cleaned up the brush outside the fence on the south side. The mulch has been spread. The fertilizer has been applied and the Cemetery has been aerated. Hammond put the flags out for Veteran's Day. Harbage is going to Roby Memorials to get seal material for Hammond & Gingerich to use to reset a fallen monument. Gingerich asked if a hook could be welded onto the loader of the Bobcat like we have on the JD Tractor loader. Schrock said that he can take care of this. Harbage will check with Roby Memorials on the cost of corner markers. Harbage discussed a possible layout for cremation lots. The Trustees will discuss this further at the Budget Meeting when deciding what to budget for 2013 on the new Cemetery property. It was suggested to move the bench that needs repair to the Mausoleum for 1 year before getting rid of it.

Building: Ishmael said that the renters are not putting the room back in order when they leave but does not think it is a problem at this time. Schrock will replace the battery in the Meeting Room clock.

Misc: Schrock said we have a light problem on the IH Truck. The beacon light on the top of the cab is not working all the time. Gingerich got a quote from Parr Equipment on Industrial Pkwy. The Trustees discussed this issue and Harbage moved and Schrock seconded to spend no more than \$650.00 to install a LED safety light and diagnose the control box. Roll Call: Harbage yes, Ishmael yes and Schrock yes. Gingerich purchased 4 pair of wiper blades for IH Truck. He also got a long scraper and windshield fluid. He asked the trustees if he could purchase reflectors to be placed in areas that are hard to follow when it snows. The Trustees suggested he check with Levin Hutson and then contact the property owners to see if it is ok to place on their property for the winter months. Ishmael moved and Schrock seconded to provide \$200 for markers for road safety. Roll Call: Harbage yes, Ishmael yes and Schrock yes. Schrock will also be in contact with Levin Hutson regarding installing our snow fence. Schrock would also like Gingerich to contact Mr. Hutson about this issue. We will meet Friday, December 21<sup>st</sup>, 2012 for our annual budget meeting @ 7pm. Our organizational meeting will be on Monday, January 7<sup>th</sup> @ 7pm.

Ishmael moved that the meeting be adjourned and Harbage seconded. Roll Call; Ishmael yes, Harbage yes and Schrock yes

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Fiscal Officer

Trustees \_\_\_\_\_

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# RECORD OF PROCEEDINGS

CANAAN TOWNSHIP TRUSTEES OF MADISON COUNTY OHIO

## Meeting to Prepare 2013 Budget

Held: December 21, 2012 7:15 PM –8:30 PM

Page 1 of 2

The Canaan Township Trustees of Madison County met at the Canaan Twp. Bldg., 8055 US Highway 42 S., Plain City, Ohio 43064

In Attendance Trustees: Monroe Harbage, Mark Ishmael and Don Schrock  
Fiscal Officer: Lisa Beachy  
Visitors: None

Chairman Ishmael opened the meeting.

### Administrative:

The draft copies of the December, 2012 minutes will be delivered to the Trustees before the Jan 2013 meeting and will be presented for approval at that meeting.

Prepared December 2012 pay period payroll checks (including yearend bonus for hourly workers), pending purchase orders and vender checks were signed by the Trustees.

Resolution 2012-12-9 See Resolution Book

\*Misc Expenses paid since last meeting

### Budget Receipts Evaluation:

Fiscal Officer Beachy reported that she received the "Estimated Property Tax Revenue" figures. The Trustees compared the past year's receipts with the Auditor's projections.

Resolution 2012-12-8 See Resolution Book

\*2013 1.5 Mill Estimated Property Tax Revenue

The 2012 UAN "Receipts Status Report" was discussed, past years figures compared and the following determination made.

Resolution 2012-12-6 See Resolution Book

\*Year End 2013 Sources Available for Expenditure

### Budget Appropriations Evaluation:

The Trustees reviewed the "12/21/12 UAN Appropriation Status Report" which lists line item appropriations with last year's budget, amounts encumbered and spent to date. Planned projects were discussed. Each line item budget figure was updated with the exception of hourly wage and benefits. Fiscal Officer Beachy will provide her estimates for these. She will then look at total planned appropriations in comparison to the estimated money available to spend in 2013. Adjustments may need to be made before submitting to the "Certificate of Total Amount From all Sources" worksheet to the County Budget Commission to receive the 2013 permanent budget certificate.

### Health Benefits:

Health benefits are offered to the Board members as reflected in Resolution 2003-12-3 (12/22/2003) and its later life insurance update Resolution 2005-12-1 (12/31/2005). No group major medical plan has been set in place. Fiscal Officer Beachy suggested that the \$12,500 maximum reimbursement of premiums for major medical may need to be reconsidered in the future as the impact on the general fund would be considerable if all members utilized the full allowance. The Trustees agreed to update the Health Benefits resolution with new workings added.

Resolution 2012-12-10

\*Health Benefits updated

Resolution 2012-12-9 See Resolution Book

\*Delta Dental 2013 rates

### Payroll:

The Trustees agreed that the following wage related items will apply to the 2013 Township payroll.

Canaan Twp Salaried Employees: The Board will continue to be paid from the general fund on a monthly basis, the salaries as dictated by the ORC \$250,000-\$500,000 budget level formula. Trustees' hours must be identified in writing to be charged to any fund other than the general fund.

### Canaan Twp 2013 Hourly Wage Schedule Intermittent Employee Classification:

Hrly Mtce, Mowing & Cemetery Lead Person.....\$15.50/Hr

Hrly, Mtce, Mowing & Cemetery.....\$14.00/Hr

Road – Snow Mon-Sat.....\$18.25/Hr

Road – Snow Sun, Hol.....\$20.25/Hr

### Overtime: As stated within Resolution 2003-10-01 (10/06/2003)

The Canaan Twp Trustees have designated the following time period as their standard work week for the purpose of determining overtime payment: Sunday 00:00 AM through Saturday 24:00 PM. The six minute increment rule will be honored.

Holidays: New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving & Christmas. A bonus will be paid to hourly workers who are still available for work at year end 2013 and have worked a minimum of 25 hours in the year the bonus is paid. (Bonus rate \$0.50 x total hrs. worked Jan – Dec 2013 payroll periods); the minimum payment to be \$50.00



# RECORD OF PROCEEDINGS

CANAAN TOWNSHIP TRUSTEES OF MADISON COUNTY OHIO

## Meeting to Prepare 2013 Budget

Held: December 21, 2012 7:15 PM – 8:00PM Page 2 of 2

**Cemetery:**

The Trustees agreed to leave all Cemetery rates the unchanged at this time. The Trustees discussed what improvements need to be done at the Cemetery in order set up the 2013 Appropriation Status. Ishmael said that we need to consider the improvements as a multi-year plan. The Trustees discussed putting in a drive, moving the fence and seeding the new property. Schrock said that this will put more wear and tear on the mower. Harbage asked to consider trading in the mower. Ishmael asked for more information such as current hours, etc. Schrock suggests keeping the mower at this time. Schrock said we should purchase an auger for the Bobcat to assist in grave prep. The Trustees asked if we could rent a seeder and seed the new property ourselves. It was discussed to replace the 15 trees that were removed in 2012 in the existing Cemetery. Harbage said that the trees are used as markers. Harbage said that Bob Graber will no longer be doing our grave prep. He hired Bill Hostetler dba Hostetler Excavating for the burial this week. The charge for this will remain \$200.00. It was discussed to alternate using Hostetler Excavating and Darryl Miller. The Trustees agreed to this arrangement. Harbage asked if we purchase an auger, should we charge the monument companies to use it. Schrock and Ishmael said they would like to have more information on this idea. Harbage asked about replacing the yellow utility cart.

**Building:**

Nothing to report

**Misc:**

Ishmael asked if we want to give any First Energy Aggregate money to the Sheriff's Dept. Schrock asked what other Townships were doing. Ishmael said he would call Mike Boerger. Meetings in 2013 will continue to be held the first Monday of each month at 7:00 PM in the Township meeting room, unless otherwise posted. The organizational meeting will be Tuesday, January 8, 2013 at 7:00 PM. Fiscal Officer Beachy will fax the date to The Madison Press.

Ishmael moved that the meeting be adjourned and Schrock seconded. Roll Call; Harbage yes, Schrock yes and Ishmael yes.

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Fiscal Officer

Trustees  
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# RECORD OF PROCEEDINGS

## CANAAN TOWNSHIP TRUSTEES OF MADISON COUNTY OHIO

### 2012 REGULAR SCHEDULED SESSION

Held: February 7, 2012 7:00 PM – 9:00 PM

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In Attendance Trustees: Monroe Harbage, Mark Ishmael & Don Schrock  
Fiscal Officer: Lisa Beachy  
Visitors: Eli Gingerich, Ernie Yutzy, George Roby & Tim Suter

Draft copies of the January 6, 2012 regular meeting had been delivered to the Trustees in advance of the meeting. Ishmael moved and Harbage seconded that the minutes be approved after a spelling correction. The file copy was signed by all members of the Board and made available to the visitors present for inspection. Roll Call; Ishmael yes, Harbage yes and Schrock yes

Fiscal Officer Beachy presented the January 31, 2012 “Richwood Bank Reconciliation and Fund Balances” report that the Trustees reviewed and approved with their signatures. Ishmael asked if there was a bank balance to cover the presented checks, to which Fiscal Officer Beachy responded “yes”. Purchase orders and checks were signed.

**Administration:** The Fiscal Officer’s “January 2012 Activities Report” was reviewed by the Trustees.  
(See attachment).

The trustees approved with their signatures:

Resolution 2012-2-1 See Resolution Book

\*Misc Expenses

Resolution 2012-2-2 See Resolution Book

\*BOE contract

Resolution 2012-2-3 See Resolution Book

\*Sign Assessment/Management & Maintenance

Beachy reminded the Trustees that the OTA Winter Conference is this week starting on Wed., Feb 8<sup>th</sup>. Beachy passed out the membership card for 2012 to the Trustees. Beachy passed out information on the Auditor’s Conference at the Hyatt Downtown in March 2012. She will not be attending this year.

Beachy asked the Trustees to decide whether we will continue to offer disability insurance for the Trustees. Don Schrock has expressed interest and can get this insurance at a savings to the Township from our previous carrier. Ishmael expressed concerns that the insurance would cover anytime not just while on duty as a Trustee. After further discussion, Ishmael moved and Harbage seconded to continue to reimburse the Trustee for the disability insurance annual premium; not to exceed our current carriers premium to be determined each year. Roll Call: Ishmael yes, Harbage yes and Schrock yes.

Ishmael asked Ernie Yutzy if he would like to address the board. Mr. Yutzy, a representative from Maranatha Church, told the Trustees that he has a request from his church. He understands that this issue has been brought to the board in the past but he expressed that the church does not want to start a new cemetery. What they are looking for is to purchase graves from Big Darby Cemetery for their members that cannot afford to purchase a grave(s). After clarification from the Trustees, it was agreed that Maranatha may purchase graves for members as needed but all graves may not be together. The Trustees will always make sure the families and/or spouses will always be placed together and suggested that those plots be purchased at the time the first family member passes to insure placement. This will also allow for names to be assigned to the Deed, as required by the Township Cemetery Regulations. Beachy suggested putting something in writing in the Cemetery notebook for future reference other than the Township minutes. Mr. Yutzy was in agreement with this process.

Tim Sutor with First Energy stopped into the meeting to update the Trustees on the 60 mile new electrical lines to be run from Delaware to Springfield. This new line will parallel the existing lines and 80ft. wooden poles will be used. There will also be a Part II transmission line by the summer of 2014. He said there will be informative meetings in the future to explain these lines. He passed out his business card for our records if anyone needs to contact him with questions.

**The following items were discussed:**

**Health & Safety:** Schrock contacted Mary Ann Webb at the Health Dept. She asked about the money for the Dental program. Ishmael said that he contacted Steve Pronai regarding this issue and is waiting for an opinion. Due to the Ohio Revised Code, Townships may not be able to share monies with other agencies. The First Energy Aggregate monies may not be allowed to be shared with the Sheriff’s Dept. as was discussed previously.

**Zoning:** The Fagan property on Hayden Run Rd. has been inspected for structural & electrical issues. No issues were found and the family must install a septic system. They have received temporary approval for a secondary residence. There will be no back taxes because it cannot be determined when the structure was built but new taxes will apply. The Lemaster foundation in Amity will be imploded & a pre-fab house will be built. Harbage said that there was some surveying near his property regarding a brick house on Middle Pike that has sewer gas in the basement.

**Fire:** Ishmael stated that the Dept. has received bids for the hail damage to the building roof. The Dept. has accepted the bid from BK Builders; it was the lowest bid. The new truck is in, and everyone gets an opportunity to drive the truck. The Dept. sold the old engine & medic to Columbus State Community College. They received a little more than market value. Harbage requested that a copy of the minutes be mailed to the Township to be reviewed by the Trustees.

# RECORD OF PROCEEDINGS

CANAAN TOWNSHIP TRUSTEES OF MADISON COUNTY OHIO

## 2012 REGULAR SCHEDULED SESSION

Held: February 7, 2012 7:00 PM – 9:00 PM

Page 2 of 2

**Roads:** Schrock said that there are a lot of pot holes. He said that some of the ditches are covered with debris from the farm fields. Who is responsible for the cleanup? Ishmael suggested contacting Levin Hudson at the Co. Engineer's office 1<sup>st</sup>. Schrock talked with Levin regarding the water standing on Price Hilliard when it rains heavily. Ishmael said that Dave Brand and Levin Hudson will come to the Township in the spring and ride the roads with the Trustees, to check on any problems. Beachy reminded the Trustees that the Resolution for sign assessment/management was included in the Annual meeting letter. Ishmael moved and Schrock seconded to accept the new traffic sign assessment/management & maintenance resolution. Roll Call: Ishmael yes, Harbage yes and Shrock yes. Beachy reminded Schrock that we may need to get in contact with the United Bethel Youth Group and A&J Containers regarding spring road cleanup for 2012. Schrock said the new tractors are ready and will be delivered very soon. Gingerich asked if the Township will purchase or check with the county to get "Men Working Ahead" signs. Roby also mentioned putting signs in the tractors that say "Stay back 100 ft." as long as it doesn't block the operators view.

**Cemetery:** Harbage said that Pete Hammond has been working on cleaning up the Converse Cemetery, which is a Revolutionary grave Cemetery. Harbage asked Hammond to purchase a flag and place it on the gate during upcoming holidays. Ishmael reminded Harbage not to spend too much time on this project per Steve Pronai's suggestion. Harbage reminded everyone that March 1<sup>st</sup> is winter cleanup. Ishmael said that he is working with Steve Pronai to get the Big Darby Church's deed for the southern part of the property, as agreed to for the easement to the Cemetery. Harbage said that Dottie Boggs made the final payment on her deed for her son.

**Building:** Ishmael said that Buckeye Ceiling Pro cleaned the carpets and restriped the foyer. Ishmael suggested looking into another material to replace the tile in the meeting room areas. The tile is yellowing and becoming discolored. Ishmael said that Gingerich started on the bathroom floor in the shop but may use epoxy paint instead of tile. Ishmael said that Noah Miller replaced the fan in the shop heater because the fan was cracked. Ishmael said that Gingerich started the maintenance on the Township mowers and the spindle needed replace on the Cemetery mower. Schrock suggested that we use synthetic oil & grease in the equipment. The JD oil that we are purchasing for the mowers is actually more expensive. Schrock has a company he is familiar with that he can purchase these products for the Township. All of the Trustees agreed. Beachy will get Schrock a Tax Exempt certificate to make this purchase.

**Misc:** Beachy asked if the time could be changed for the March meeting due to the Election equipment being delivered and getting the meeting room set up for the Election the next day. All the Trustees agreed to change the time from 7pm to 1pm on Monday, March 5<sup>th</sup> for the next meeting. Beachy will notify The Madison Press of the changes. Beachy noted the upcoming rentals at the bottom of the Meeting Agenda. The Trustees agreed to allow the two 4-H groups to use the building for 2012 at no charge.

Harbage moved that the meeting be adjourned and Ishmael seconded. Roll Call; Ishmael yes, Harbage yes and Schrock yes

\_\_\_\_\_  
Fiscal Officer

Trustees \_\_\_\_\_

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# RECORD OF PROCEEDINGS

## CANAAN TOWNSHIP TRUSTEES OF MADISON COUNTY OHIO

### 2012 ORGANIZATIONAL SESSION

Held: January 4, 2012 7:00PM – 8:50 PM Page 1 of 1

The Canaan Township Trustees of Madison County met at the Canaan Twp. Bldg., 8055 US Highway 42 S., Plain City, Ohio 43064

**In Attendance** Trustees: Monroe Harbage, Mark Ishmael & Don Schrock  
Fiscal Officer: Lisa Beachy  
Visitors: Jim Meeker, Carl Rush and Ben Yoder

Fiscal Officer Beachy called the meeting to order requesting nominations for chairman. Harbage moved and Schrock seconded that Mark Ishmael take the chairman position; all voted yes. Other positions were filled by similar discussion and agreement. They are as follows:

Chairman	- Mark Ishmael	Cemetery	- Monroe Harbage
V. Chairman	- Monroe Harbage	Zoning Board Rep	- Mark Ishmael
Fire Board Rep.	- Mark Ishmael	Health Board Rep	- Don Schrock
Alt. Fire Board	- Don Schrock	Disaster Services	- Monroe Harbage
Roads (mowing)	- Don Schrock	Building	- Mark Ishmael
Roads (snow)	- Don Schrock		

Harbage moved and Schrock seconded to accept all of the department nominations and all were accepted. Roll Call: Ishmael yes, Harbage yes and Schrock yes.

Beachy said there were no changes to the December 5, 2011 regular meeting but she made an addition to the December 23, 2011 Budget meeting minutes. Harbage moved and Schrock seconded the approval of the December 5, 2011 regular meeting and December 23, 2011 special budget minutes as changed. Roll Call: Harbage yes, Schrock yes and Ishmael yes. The file copies were signed by all.

**Administration:** The Fiscal Officer's "December 2011 Activities Report" was reviewed by the Trustees. (See attachment).

The Trustees approved with their signatures:

- December 31, 2011 "Richwood Bank Reconciliation / Fund Balances" report
- new 2012 purchase orders and checks to cover non payroll obligations

Ishmael asked if there was money in the checking account to cover the bills presented; to which Beachy replied "yes".

2012-1-4 See Resolution Book

\*Madison Co. Township Assn. 2012 dues

Fiscal Officer Beachy stated that she had taken the required paperwork to London on Tuesday, Jan 3rd and received mail confirmation of the Permanent 2012 Budget Certificate. Fiscal Officer Beachy told the Trustees what line item changes she made to bring the Dec. 23rd budget meeting planned 2012 appropriations in line with the expected 2012 receipts. There were no challenges to the adjustments.

2012-1-1 See Resolution Book

\*2012 Permanent Official Certificate of Est Resources

2012-1-2 See Resolution Book

\*2012 Township Payroll

The bonds were signed by the Trustees and Beachy will take a copy of her bond to be filed at the Madison Co. Treasurer's office by Friday. Beachy has not heard back from Steve Pronai regarding the disability insurance for the Township Trustees.

Fiscal Officer Beachy reported that the BWC premium will be based on the 2011 total payroll of \$72796.16 of which \$34,593.16 was hourly gross pay.

No changes were made to OTARMA, equipment rental forms, janitorial contracts, or group dental and life insurance plans.

Harbage is to provide validation as to his major medical premium increases to their private Medicare B & D.

Ishmael and Schrock provided their 2012 insurance costs.

Harbage, Ishmael, Schrock and Beachy plan to attend the 2012 OTA Winter Conference at the Convention Ctr in Columbus, Feb.8-10, 2012.

2012-1-3 See Resolution Book

\*2012 OTA Winter Conference

Ishmael asked Mr. Ben Yoder if he would like to speak to the board and visitors. Mr. Yoder introduced himself and said that he is running for the Madison Co. Commissioner opening. He is a local farmer in Madison and Clark counties. Ishmael asked Mr. Yoder what he feels he can add to the job. Mr Yoder said that he enjoys meeting new people and thinks he could do a good job as commissioner. His father, Joe Yoder, was Madison Co. Commissioner for many years and he has fond memories of his service. Mr. Yoder can be reached at 614-778-5622 or via email at [yoder\\_ben@yahoo.com](mailto:yoder_ben@yahoo.com). Ishmael thanked Mr. Yoder for coming to our meeting.

**Health & Safety:** Nothing to Report

**Fire:** The new fire truck was delivered to the Pleasant Valley Fire Dept.

**Zoning:** Ishmael said that the Zoning Board approved temporary zoning for the Fagan property on Hayden Run Rd. They may be subject to penalties and interest. They cannot charge rent for this property in the future. The Auditor's office will re-evaluate as a house not a barn and re-assess

**RECORD OF PROCEEDINGS**  
CANAAN TOWNSHIP TRUSTEES OF MADISON COUNTY OHIO  
**2012 ORGANIZATIONAL SESSION**

Held: January 4, 2012 7:00 PM – 8:50 PM Page 2 of 2

**Zoning:** the appropriate taxes. Ishmael has still not met with the Health Dept. or Mr. Pronai to develop any lanlord regulations. The Mahoney property in Amity had an auction to liquidate his belongings. It did seem as if Mr. Mahoney got rid of some of his property and is trying to tidy up the property.

**Building:** Ishmael asked Hammond to get the numbers and letters from UC Signs and put them in the building after the installation of the new Township sign. Ishmael asked if the “stuff” on the tops of the kitchen cabinets could be stored elsewhere in the building so it doesn’t look so messy. Ishmael asked the other Trustees to look at our website and see if there are any changes or additions we could add to the site. Maybe some pictures. Beachy suggested taking pictures of the Cemetery in the spring to add to the website. Beachy will contact Rob Slane to update the information on the Township Trustees.  
2012-1-8 See Resolution Book  
\*Carpet cleaning & re-strip foyer tile  
2012-1-10 See Resolution Book  
\*replacement of Township sign by UC Signs

**Roads:** Schrock said that there is a low spot on Price Hilliard Rd. by Esther Yoder’s property that holds water when it rains. Ishmael said that there is a water issue on Langton/Carters Mill Rd. at the Franklin Co. line. It is a Franklin Co. issue and they are aware of it but it is low on their priority list. Mr. Meeker told the board that there is a dead deer on Smith Calhoun Rd. that needs picked up. Shrock said that he will check on it. The County plans to do \$1000.00 worth of road repairs to Kauffman Rd.  
2012-1-6 See Resolution Book  
\*Trade 2 John Deere tractors

**Cemetery:** Ishmael asked Harbage if he could contact Nelson Hostetler regarding the rental of the newly purchased Cemetery land. The Trustees will try to develop a plan in the future for the newly purchased Cemetery land. Ishmael asked if Harbage had made any progress with the markings for the Veterans. Harbage said that he will work on that this spring after he heals from his knee surgeries.  
2012-1-7 See Resolution Book  
\*Bob Graber Excavating contract for 2012  
2012-1-9 See Resolution Book  
\*Changes to Cemetery Rates 2012

**Misc:** Next month’s meeting will be held on Monday, February 6<sup>th</sup> at 7pm in the Township meeting room.

Harbage moved that the meeting be adjourned and Ishmael seconded. Roll Call: Harbage yes , Schrock yes and Ishmael yes.

\_\_\_\_\_ Trustees \_\_\_\_\_  
Fiscal Officer \_\_\_\_\_  
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# RECORD OF PROCEEDINGS

## CANAAN TOWNSHIP TRUSTEES OF MADISON COUNTY OHIO

### 2012 REGULAR SCHEDULED SESSION

Held: July 2, 2012 1:00 PM –2:30 PM

Page 1 of 2

The Canaan Township Trustees of Madison County met at the Canaan Twp. Bldg., 8055 US Highway 42 S., Plain City, Ohio 43064

In Attendance Trustees: Monroe Harbage, Mark Ishmael & Don Schrock  
Fiscal Officer: Lisa Beachy  
Visitors: George Roby, C.D. Morelock and Eli Gingerich

Draft copies of the June 4, 2012 regular meeting had been delivered to the Trustees in advance of the meeting. Harbage moved and Ishmael seconded that the minutes be accepted as changed. The file copy was signed by all members of the Board and made available to the visitors present for inspection. Roll Call; Ishmael yes, Harbage yes and Schrock yes

Fiscal Officer Beachy presented the June 30, 2012 “Richwood Bank Reconciliation and Fund Balances” report that the Trustees reviewed and approved with their signatures. Ishmael asked if there was a bank balance to cover the presented checks, to which Fiscal Officer Beachy responded “yes”. Purchase orders and checks were signed.

Administration: The Fiscal Officer’s “June 2012 Activities Report” was reviewed by the Trustees. (See attachment).

The trustees approved with their signatures:

Resolution 2012-7-1 See Resolution Book

\*Misc Expenses

Resolution 2012-7-2 See Resolution Book

\*Frank Gates group risk premium

Resolution 2012-7-3 See Resolution Book

\*Boy Scout Crew #90 meeting room use

Resolution 2012-7-4 See Resolution Book

\*Mower lift

Mr. Morelock, Township resident on Langton/Carters Mill Rd, came to speak to the Trustees regarding the drainage issue in his area and on Hayden Run Rd. He presented the Trustees with a map and paperwork regarding this issue. He updated the Trustees on the progress of this drainage issue with Madison and Franklin Counties. He suggested the Trustees attend the Brown Township meeting on Monday, July 16<sup>th</sup> @ 7:30pm. He said this is a 2yr project and could start as soon as this fall. The Trustees thanked Mr. Morelock for his time and the information.

The following items were discussed:

Health & Safety: Schrock said that the Health Dept. is ready for the Madison Co. Fair 7/8-14/2012. Senior Day is 7/11/2012. Flu vaccines are on order. Darlene Steele spoke with Jennifer Garman from Glenview Dr. regarding the recycling request. Rumpke will not provide recycling at this time and we will continue to have recycling at the Township building on the 2<sup>nd</sup> Wed. of each month from 9:00am-11:30am.

Zoning: Ishmael spoke with Dave Hughes regarding the building on Carters Mill and the issue has been resolved. It was a miscommunication. Ron Winn will start construction on the Wightman property in Amity soon. There still needs to be a fence or barrier put around the LeMaster foundation in Amity. The property on the corner of Amity Pike and PC Georgesville is for sale and we have a tree that is in the line of sight that we would like to have removed. There is also a telephone pole that should be removed as well. Ishmael has been in contact with Levin Hudson to look into this. Tim Rose has submitted an estimate of \$550.00 to remove the tree in the line of sight. As previously noted that there may be a cemetery behind this property; there is no cemetery.

Fire: Ishmael said that one of the firemen made a proposal to purchase gym equipment for the Fire Dept. The Board approved \$2000.00 to purchase this equipment. The water safety equipment has been received from the Firehouse Sub grant money. Ishmael will be out of town 7/10-15/2012 and asked if Harbage can attend the Fire Board meeting, Harbage said he could.

Roads: Schrock said the 2<sup>nd</sup> round of mowing has been completed with the Flail and High Speed mower. They will use the speed mower to touch up any weeds. Not much road work has been done on Amity Pike or Price Hilliard. Schrock met with Levin Hudson and homeowners Mary Lou Conley and Tim Rose regarding the drainage issue on Hayden Run Rd. Hudson will do some research. Schrock said that he spoke with Pete Hammond about the PTO issue; he made some adjustments and shouldn’t have and apologized for breaking the PTO. Schrock said that they plan to clean up the tractors in July. Harbage asked about hiring his son in law, Ted Thompson, and the trustees said that there is no need for additional workers at this time.

Cemetery: Harbage said the June 29<sup>th</sup> storm damaged 2 trees in the Cemetery so he contacted Tim Rose to clean up the damage. Harbage said he got estimates from Tim Rose and Peterman Tree Service for tree removal. We have 16 trees with the Emerald Ash Bore. After reviewing both estimates, the Trustees agreed to use Tim Rose. Harbage moved and Ishmael seconded to remove the 16 trees with the Emerald Ash Bore and 2 storm damaged trees and spend no more than \$5000.00

# RECORD OF PROCEEDINGS

CANAAN TOWNSHIP TRUSTEES OF MADISON COUNTY OHIO

## 2012 REGULAR SCHEDULED SESSION

Held: July 2, 2012 1:00 PM –2:30 PM

Page 2 of 2

Cemetery: for the project. Roll Call: Harbage yes, Ishmael yes and Schrock yes. Harbage said that Pete Hammond appreciated the mower lift purchased by the Township.

Building: Ishmael said the birds nest is still on the eave at the front of the building by the security light. They need to put up a screen. Eli Gingerich said he replaced the light in the men's room and put salt in the softner. Beachy told Gingerich the new CC has been updated. Ishmael said the bathroom floor still needs a little touch up. Ishmael suggested we have the carpets cleaned again. Ishmael moved and Schrock seconded to spend up to \$300.00 to have the carpets cleaned by September. Roll Call: Harbage yes, Ishmael yes and Schrock yes. Ishmael said that he contacted Valley regarding propane and it ranges from \$1.79-1.99 per gallon. To purchase a tank would be \$1400-2300.00; Schrock said he would prefer not to own the tank because of liability. The Trustees agreed. Ishmael said we should wait until the August meeting to lock in a rate. He will check rates before next month's meeting and bring the information to the meeting.

Misc: Next month's meeting will be Monday, August 6<sup>th</sup> @ 7pm.

Harbage moved that the meeting be adjourned and Schrock seconded. Roll Call; Ishmael yes, Harbage yes and Schrock yes

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Fiscal Officer

Trustees \_\_\_\_\_

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# RECORD OF PROCEEDINGS

## CANAAN TOWNSHIP TRUSTEES OF MADISON COUNTY OHIO

### 2012 REGULAR SCHEDULED SESSION

Held: June 4, 2012 7:00 PM –8:30 PM

Page 1 of 2

The Canaan Township Trustees of Madison County met at the Canaan Twp. Bldg., 8055 US Highway 42 S., Plain City, Ohio 43064

In Attendance Trustees: Monroe Harbage, Mark Ishmael & Don Schrock  
Fiscal Officer: Lisa Beachy  
Visitors: Eli Gingerich, Tim Rose, David Birthelmen, Rev. George Miller, George Roby and Tim Suter

Draft copies of the May 7, 2012 regular meeting had been delivered to the Trustees in advance of the meeting. Ishmael moved and Harbage seconded that the minutes be accepted as delivered. The file copy was signed by all members of the Board and made available to the visitors present for inspection. Roll Call; Ishmael yes, Harbage yes and Schrock yes

Fiscal Officer Beachy presented the May 31, 2012 “Richwood Bank Reconciliation and Fund Balances” report that the Trustees reviewed and approved with their signatures. Ishmael asked if there was a bank balance to cover the presented checks, to which Fiscal Officer Beachy responded “yes”. Purchase orders and checks were signed.

Administration: The Fiscal Officer’s “May 2012 Activities Report” was reviewed by the Trustees. (See attachment).

The trustees approved with their signatures:  
Resolution 2012-6-1 See Resolution Book  
\*Church survey & deed

Mr. Birthelmen and Rev. George Miller, representatives of the Sons of the American Revolution, presented the Township with a certificate in Recognition of Exemplary Patriotism in the display of The Flag of the U.S.A. at the Big Darby Cemetery. The Trustees thanked both men for this honor.

Tim Rose stopped into the meeting to see if any tree work was needed in the Township. He is going to meet with Harbage on Tue, June 5<sup>th</sup> at 1pm to discuss work at the Big Darby Cemetery. Ishmael asked Mr. Rose to look at a tree located at Amity Pike & PC Georgesville that may need to be removed. The property is in the process of a short sale. Harbage said that there is an old Cemetery at the rear of the property from the 1800-1840’s. Ishmael asked Harbage to look into this issue.

Tim Suter with First Energy stopped in to update us on the new power lines that will run through our Township. He provided us with a map and updated information. He said that in 45-50 days there will be a public meeting on this project. Ishmael asked Mr. Suter about moving a pole that is in a line of site and Mr. Suter told Ishmael to send him an email.

#### **The following items were discussed:**

Health & Safety: Schrock talked with Mary Ann Webb and she said that the Health Dept. is getting ready for the Madison Co. Fair in July. They will have an unmanned booth. On Senior Day they will have someone there taking blood pressure and checking blood sugar. Schrock called Jennifer and left a message on May 21<sup>st</sup> about the recycle program initiated by the Glenview Homeowners Association but has not heard back. Ishmael also called Jennifer and left a message regarding the playground equipment at the Canaan Community mobile home park.

Zoning: Ishmael said some progress has been made on the Wightman property in Amity. Ishmael talked with Dave Hughes about the LeMaster property in Amity; they need to place a fence or barrier around the open foundation. Schrock spoke with Ron Winn on May 21<sup>st</sup> regarding the Rt 42 entrance of his property. Mr. Winn will be installing a cement turning curb at that entrance. Ishmael said he received a call about a building project on Carters Mill Rd. He talked to Dave Hughes to see if proper permits were drawn. Harbage said that Matt Timmons had not contacted him to follow-up about the property located at Lucas Pike and PC Georgesville.

Fire: Nothing new to report

Roads: Schrock reported that Price Hilliard Rd. is almost done, still berm work to be done. There is still more to do on Amity Pike. Schrock said the PTO shaft was broken. He has not had a chance to speak with Hammond before he left on vacation to learn the details. They got the part from JD Equipment and Gingerich and Schrock replaced the PTO at the shop, saving the Township \$290.00 in labor charges. Schrock said that the 1<sup>st</sup> mowing has been completed and they will begin mowing again soon. Schrock said the Roby needs to contact Levin Hudson with the County regarding the water/drainage issue around his property on Hayden Run Rd. Dave Fitch contacted the Township to Thank the County and Township for repairing his ditch issue on his property. Mr. Fitch asked if he should place grass seed or if the County will do this.

Cemetery: Ishmael talked with Levin Hudson about the tile for the new driveway. Hudson said he would look at the site, but we would need a driveway permit. Harbage said that is included in both of the estimates that we received for the new driveway. Pete Hammond asked Harbage if it would be possible to connect to the tile when work is started to help drain the playground area on the church property. The Trustees said this should not be a problem. Harbage said that Hammond



# RECORD OF PROCEEDINGS

## CANAAN TOWNSHIP TRUSTEES OF MADISON COUNTY OHIO 2012 REGULAR SCHEDULED SESSION

Held: June 4, 2012 7:00 PM –8:30 PM

Page 2 of 2

- Cemetery: got most of the flags up at the Cemetery before he had to leave. Harbage and his wife, Roseann planted flowers around the circle at the Cemetery and finished placing the remaining flags. Harbage said that some of the military plaques may need to be replaced.
- that Harbage met with Rev. Miller to talk about the Converse Cemetery where many men of the American Revolution have been buried. Mr. Birthelmen asked the Trustees if a Cemetery had veterans buried in it, if the Township must maintain. Ishmael responded the ORC stated that a Township must maintain a Cemetery if a veteran is buried. However, the Converse Cemetery will not be maintained in the fashion that the Big Darby Cemetery is maintained.
- The Trustees discussed the idea of having an area for cremation lots. All Trustees agreed this would be a good idea but more research is needed to determine price and location in the Cemetery.
- Harbage said he may leave the flags up at the Cemetery until after the July 4<sup>th</sup> holiday. Ishmael said that is up to him but keep an eye on them for fading.
- Building: Ishmael said that we had several successful rentals in May. The birds nest is back; he asked Gingerich to remove it once the nest is empty and we may need to make some changes to prevent this in the future. Ishmael will replace the Township Bldg flags before the July 4<sup>th</sup> holiday.
- Beachy said that Teri Butterfield asked if we could replace the toilet seat in the shop bathroom in the near future. Ishmael asked if Gingerich could take a day to work on the shop bathroom floor.
- Beachy said she received a call from Charlene Lear about a new Boy Scout Crew #90 group that would like to use the Township meeting room for their meetings. This group is from ages 14-21 from Plain City, West Jeff and London areas. Ishmael let the group in last Thurs, May 31<sup>st</sup> and spoke with Ms. Lear. Harbage moved and Ishmael seconded to let the Boy Scout Crew #90 to use the meeting room on the last Thur of each month free of charge and will provide Ms. Lear with a key to the meeting room. Roll call: Ishmael yes, Harbage yes and Schrock yes.
- Misc: Schrock said that he donated an old impact wrench to the Cemetery for Hammond to use. Harbage said that TSC has a mower lift for \$200 that works well. He has used it on his own equipment. Ishmael moved and Harbage seconded to spend no more than \$200 on a mower stand/lift for the Cemetery. Roll call: Ishmael yes, Harbage yes and Schrock yes.
- The July 2<sup>nd</sup> meeting time will be changed from 7pm to 1pm. Beachy will put a notice in The Madison Press.

Harbage moved that the meeting be adjourned and Ishmael seconded. Roll Call; Ishmael yes, Harbage yes and Schrock yes

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Fiscal Officer

Trustees \_\_\_\_\_

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# RECORD OF PROCEEDINGS

## CANAAN TOWNSHIP TRUSTEES OF MADISON COUNTY OHIO

### 2012 REGULAR SCHEDULED SESSION

Held: March 5, 2012

1:00 PM – 3:30 PM

Page 1 of 2

The Canaan Township Trustees of Madison County met at the Canaan Twp. Bldg., 8055 US Highway 42 S., Plain City, Ohio 43064

In Attendance Trustees: Monroe Harbage, Mark Ishmael & Don Schrock  
Fiscal Officer: Lisa Beachy  
Visitors: George Roby, Jim Meeker, Ben Yoder, Don Perkins & Eli Gingerich

Draft copies of the February 6, 2012 regular meeting had been delivered to the Trustees in advance of the meeting. Beachy read the changes made to the minutes before final printing. Harbage moved and Ishmael seconded that the minutes be accepted as changed. The file copy was signed by all members of the Board and made available to the visitors present for inspection. Roll Call; Ishmael yes, Harbage yes and Schrock yes

Fiscal Officer Beachy presented the February 29, 2012 "Richwood Bank Reconciliation and Fund Balances" report that the Trustees reviewed and approved with their signatures. Ishmael asked if there was a bank balance to cover the presented checks, to which Fiscal Officer Beachy responded "yes". Purchase orders and checks were signed.

**Administration:** The Fiscal Officer's "February 2012 Activities Report" was reviewed by the Trustees. (See attachment).

**The trustees approved with their signatures:**

Resolution 2012-3-1 See Resolution Book

\*Misc Expenses

Resolution 2012-3-2 See Resolution Book

\*Misc Expenses paid since last meeting

Resolution 2012-3-3 See Resolution Book

\*Updates to the Jan 2012 operating budget

Beachy presented the Trustees with the Memorandum of Agreement for Deposit of Public Funds-Active & Inactive from The Richwood Banking Co. After review of the document, Ishmael moved and Harbage seconded to continue to use The Richwood Banking Co. for our banking needs. Roll call: Ishmael yes, Harbage yes and Schrock yes.

Beachy explained to the Trustees that she was contacted on 12/28/2011 by the Madison Co. Auditor's office regarding a possible error in an estate tax paid. Beachy was contacted in Feb 2012 by Tammy Strauss and told that they would be sending a letter with the details to return the monies to the Auditor's office. Beachy showed the Trustees in Resolution 2012-3-3 how she is moving the money within the General Fund to return the money to the Auditor's office. Ishmael moved and Schrock seconded the approval of payback of the estate tax to the Madison Co. Auditor's office. Roll call: Ishmael yes, Harbage yes and Schrock yes.

Ishmael opened the meeting to our guests. Ben Yoder wanted to stop in and say hello and all is going well with his campaign and he is looking forward to Election Day tomorrow. Ishmael thanked him for coming and wished him good luck. Don Perkins was at the meeting to represent the Amateur Radio Club. They are currently at the Pleasant Valley Fire Station but it is getting too small and they are looking for possible locations. Ishmael asked how often they would need to use the meeting room. Mr. Perkins said that it is hard to know, it may depend on the weather. Ishmael expressed that we needed to see something in writing and that we do rent out the meeting room at times for gatherings. Mr. Perkins said the equipment would be on a rolling cart and could be stored in a closet between uses. After discussing with the Trustees, everyone agreed that we need more information to make an informed decision.

**The following items were discussed:**

**Health & Safety:** Schrock reported to Mary Ann Webb that the Township cannot help fund the Dental program at this time due to restrictions by the Ohio Revised Code per Steve Pronai. Ms. Webb said we may need to pursue inside mileage.

**Zoning:** Ishmael said that the group overseeing the Madison Co. Farmland Preservation Plan will meet on March 26<sup>th</sup> @ 1:30pm @ the Madison Co. Commissioners office. Harbage asked how they decided on the plan, he hasn't seen any paperwork. Harbage thought a draft should be available somewhere. Ishmael stated that the Comprehensive Plan has been ready but they were waiting for the Farmland Preservation Plan so they could approve both plans at the same time.

**Fire:** Ishmael said the Fire Board has not met since our last meeting

**Roads:** Schrock said that Dave Brand and Levin Hudson will be coming to the Township on March 21<sup>st</sup> @ 10:30am to discuss any issues regarding the Township roads for 2012. Ishmael and Schrock stated that they will be at the meeting. Schrock said that the southwest corner of Kauffman Rd is developing a hole. He will have Eli Gingerich check it out. Schrock talked with L. Hudson about the tree at Rt. 42 & Price Hilliards on the Phipps' property. Ishmael explained the history with the homeowners and the tree to Schrock but appreciated Schrock checking in on it again. Schrock said the annual Spring Road & Ditch cleanup will be Sat. April 14<sup>th</sup> by the United Bethel Youth Group. The price will be the same as 2011 and we will have a 15yard container at the Township by A&J Containers. Schrock said the tractors have been delivered and Gingerich and Roby have been getting them ready. Schrock said that Gingway wanted \$175/box times 4

# RECORD OF PROCEEDINGS

CANAAN TOWNSHIP TRUSTEES OF MADISON COUNTY OHIO

## 2012 REGULAR SCHEDULED SESSION

Held: March 5, 2012 1:00 PM – 3:30 PM Page 2 of 2

**Roads:** for the new tractors. Schrock said Gingerich brought 1 of the tractors to his shop and he fabricated 2 boxes from scrap he had available. Schrock will make 2 boxes for the other tractor. He asked the other Trustees if the Township would purchase a Hood Guard from JD Equipment to protect the paint and hood. The old Hood Guard was traded in with the old tractor. Schrock moved and Harbage seconded to purchase a hood guard from JD Equipment for \$189.55 including hardware. Roll call: Ishmael yes, Harbage yes and Schrock yes. Eli Gingerich said the chains for the mowers are too short for the new tractors so he bought more chain @ Yoder's hardware. Schrock said that he set up the account for oil and grease with Amsoil. Schrock said he checked with L. Hudson and the cost for new road signage is \$100/sign. Harbage moved and Schrock seconded to purchase 4 new signs-2 mowing and 2-men working. Roll call: Ishmael yes, Harbage yes and Schrock yes.

**Cemetery:** Harbage said that Cemetery spring cleanup will be March 15<sup>th</sup>. He will have Hammond pick up dead flowers & brush. Hammond will put 6-8 inches of topsoil to backfill graves. We may need another load of topsoil this spring. Harbage will contact Joe Miller and find out the price for a truck load. Ishmael reminded the Trustees that we can use the pads from Darby Twp when the ground is too soft. Schrock worked with Harbage to see the procedures of selling a lot for the Township. Ishmael reminded the Trustees that we agreed to pay for the deed for the Big Darby Church, however, it needs to be surveyed because they cannot use the old deed wordings. It could cost \$800-1000. They need a new legal description. Ishmael suggested we ask Pete Hammond if the church could participate in any costs. Ishmael reminded Harbage to finish identifying the veterans in the Cemetery. The Trustees decided not to have the new Cemetery acreage farmed since we will have a tax exempt status. Harbage needs to get prices on grass seed, driveway and the fence so we can budget for this in 2013. Harbage asked Beachy to print out a report with the graves plus A, B, C & D so he can record new graves. Beachy stated that she did a print out for him last year with those notations but can print out again. She also needs updates on grave information to keep the Cemetery records current.

**Building:** Ishmael said he will be bringing in ceramic tile for the kitchen floor and foyer. It will be more durable than what we have now. Gingerich will be putting in new gaskets in the women's restroom faucets. Gingerich presented the Trustees with the fertilizers needs for the Township and the Cemetery. 22 bags of 19-3-5 slow release plus barracuda @ \$18.95/bag for a total of \$420.00 applied twice. 1<sup>st</sup> application by April 1<sup>st</sup> and second application by the end of May. No need for anymore Triplett at this time. Harbage moved and Schrock seconded to apply the needed fertilizer twice and spend no more than \$900.00 on the projects. Roll call: Ishmael yes, Harbage yes and Schrock yes.

**Misc:** Schrock said that he enjoyed attending the OTA Winter Conference and thinks he may stay overnight next year so he can network and meet other Township Trustees. Ishmael asked for Tim Kronk's phone number so he may contact him regarding his food donation box. Beachy asked Harbage if he attended the OTA Winter Conference. Harbage stated he was unable to attend because he had an emergency doctor's appointment. Ishmael commented that the day of the conference, Harbage called to inform Ishmael that he (Harbage) was at the Township Building with someone to research Revolutionary War veterans' and noticed the building had no heat. Ishmael said that the Township has a resolution that states a Trustee must reimburse the Township if they do not attend an event paid in advance by the Township. Harbage said he did not remember such a resolution and would like to see this. Beachy will check the Resolutions and make a copy for the Trustee's reference. Next month's meeting will be on Monday, April 2<sup>nd</sup> at 7:00pm.

Harbage moved that the meeting be adjourned and Ishmael seconded. Roll Call; Ishmael yes, Harbage yes and Schrock yes

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Fiscal Officer

Trustees \_\_\_\_\_

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# RECORD OF PROCEEDINGS

## CANAAN TOWNSHIP TRUSTEES OF MADISON COUNTY OHIO

### 2012 REGULAR SCHEDULED SESSION

Held: May 7, 2012 7:00 PM –8:30PM

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The Canaan Township Trustees of Madison County met at the Canaan Twp. Bldg., 8055 US Highway 42 S., Plain City, Ohio 43064

In Attendance Trustees: Monroe Harbage, Mark Ishmael & Don Schrock  
Fiscal Officer: Lisa Beachy  
Visitors: Jennifer Garman, Amber Dickey, Mary Ann Webb, Eli Gingerich and George Roby

Draft copies of the April 3, 2012 regular meeting had been delivered to the Trustees in advance of the meeting. Ishmael moved and Harbage seconded that the minutes be accepted as changed. The file copy was signed by all members of the Board and made available to the visitors present for inspection. Roll Call; Ishmael yes, Harbage yes and Schrock yes

Fiscal Officer Beachy presented the April 30, 2012 "Richwood Bank Reconciliation and Fund Balances" report that the Trustees reviewed and approved with their signatures. Ishmael asked if there was a bank balance to cover the presented checks, to which Fiscal Officer Beachy responded "yes". Purchase orders and checks were signed.

**Administration:** The Fiscal Officer's "April 2012 Activities Report" was reviewed by the Trustees. (See attachment).

**The trustees approved with their signatures:**

Resolution 2012-5-1 See Resolution Book

\*Misc Expenses

Resolution 2012-5-2 See Resolution Book

\*OTARMA risk insurance renewal 2012-2013

Resolution 2012-5-3 See Resolution Book

\*Flowers for Township

Ishmael welcomed our visitors and asked them to present any concerns. Mrs. Garman and Mrs. Dickey live on Glenview Drive in the Township and have expressed interest in starting a recycling program. They have contacted Rumpke but Rumpke said that they must go through the Township. They have spoken to residents in their community and in the adjoining Darby Lakes and there seems to be lots of interest in starting a recycling program. The Trustees said that they would look into this issue and see if it is an option for the Township. Both thanked the Trustees for their help.

**The following items were discussed:**

**Health & Safety:** Mary Ann Webb thanked the Trustees for their continuing support of the Health Dept. at Co. meetings. Ms. Webb said that the Health Dept is eligible for a \$35000 Public Safety grant. Lexie Comer will be handling this grant. Ms. Webb said that she has received positive feedback on the Dental program but no other Township has come to Steve Pronai to donate funds. Currently Jan – May the Health Dept has spent \$2200.00 and they received \$2500.00 from the United Way. The Health Dept has approximately \$1800.00 left in the account which would last another 5 months. Ms. Webb was happy to report that the Health Dept spent less that it received last year.

Ishmael said that an anonymous call came in regarding the condition of the playground equipment at the Canaan Community Trailer Park. Ms. Webb said that Jennifer will inspect the equipment when she inspects the pool. Harbage said that the house north of the Township Bldg, on the west side of 42 is in disrepair and needs attention.

**Zoning:** Ishmael talked to Dave Hughes about the Amity properties. The Wightman property will have a house on it in 1-2 months. The Lemaster property will also be improved. Ron Winn will be putting both houses in. The Mahoney property has been cleaned up and Mr. Mahoney has filed for bankruptcy which will prevent the Township from filling anything financially. The Ron Winn property on 42 & Price Hilliard is still not up to code. He was to install a solid barrier at the 42 entrance to stop customers from turning left onto 42. Right now the only thing he has installed is signage stating to exit the property at the Price Hilliard exit. Schrock said he will contact Mr. Winn regarding this issue. Ishmael spoke with Mary Ann Webb and Steve Pronai about the Rental property regulations. They did come up with some additional options that can be used on a case by case basis. The Trustees received a letter from the zoning board regarding a barn on Surrey Lane. The Trustees have no issues with this zoning change.

**Fire:** Ishmael reported that the Fire Board has had 2 meetings since our last meeting. They have promoted Jason Scheiderer to Leutenant. They have completed the roof project but waiting to install the lightning protection. Currently in negotiations with the insurance co. The Fire Dept has received a \$17000 water rescue grant from Firehouse Subs on Rome Hilliard Rd. They will use it to purchase a boat and equipment for river rescues. The Fire Dept needed to purchase a new mower from Hilliard Lawn & Garden.

**Roads:** Schrock said the Co. was patching Price Hilliard Rd. Harbage said that he met the Co. at Township resident, Dave Fitch, on Smith Calhoun Rd. regarding ditch problems. They used a camera to see the flow and determined what needed to be fixed. The Co. said they would fix the tile and the cost of the materials would be charged to Dave Fitch at a cost of approximately \$600. Mr. Fitch agreed. George Roby asked if the Co. would bring their camera to his area to

# RECORD OF PROCEEDINGS

## CANAAN TOWNSHIP TRUSTEES OF MADISON COUNTY OHIO 2012 REGULAR SCHEDULED SESSION

Held: May 7, 2012 7:00 PM –8:30PM

Page 2 of 2

- Roads: check out the terrible flooding from his property east to the Tim Rose property. Schrock will contact Levin Hudson. Schrock reported that the first round with the high speed mower is done and the second round started today. Next week they will add the flail mower and start using Pete Hammond to mow. The Trustess discussed mowing on Rt. 42. The big concern is the safety. It was suggested that the Township pick up truck should follow with its safety lights on. After much discussion, all the Trustees agreed that mowing 42 should be the last priority but keep safety in mind.
- Cemetery: John Lewis has not been able to do any mowing this season due to the fact that he has had 2 cataract surgeries. Pete Hammond will be off for a week at the end of May. Ishmael said that a new survey was needed. The legal descriptions are wrong on the Church portion. Cottrill Surveying will survey the whole church property less the parsonage. Ishmael moved and Harbage seconded to spend up to \$1500.00 to survey the church property less the parsonage to get a new deed. Roll Call: Ishmael yes, Harbage yes and Schrock yes. Harbage brought up the topic of having an area in the Cemetery for cremations only. The Trustess said they will look into this issue. Harbage presented the Board with estimates for the new Cemetery land addition. He got 2 estimates for the fencing and driveway. He still needs to contact Tim Rose regarding tree removal. Jeff Hostetler worked up the new land but did not plant anything on the property so we can remain tax exempt. We will spray the weeds over the summer. Information will be gathered and we will discuss and decided what to add in the 2013 budget. Harbage said we had a burial this month and George Roby loaded the topsoil and got rid of the rest. Pete Hammond backfilled the grave with the Bobcat. Harbage said we should consider covering the topsoil pile to keep it dry.
- Building: Ishmael said not much is going on at the Bldg. The shop bathroom floor is finished, it may need to be fixed. Eli Gingerich put silicone around the Township Bldg windows to keep out any moisture and painted around them. It may need another coat. Ishmael bought some clay pots and replaced the wilting plant. There is tape on the ceiling tiles from the last renters that needs to be removed. Ishmael reminded the Trustees that we need to discuss a propane contact at next months meeting.
- Misc: Next month's meeting will be Monday, June 4<sup>th</sup> at 7pm.
- Ishmael moved that the meeting be adjourned and Harbage seconded. Roll Call; Ishmael yes, Harbage yes and Schrock yes

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Fiscal Officer

Trustees \_\_\_\_\_  
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# RECORD OF PROCEEDINGS

## CANAAN TOWNSHIP TRUSTEES OF MADISON COUNTY OHIO

### 2012 REGULAR SCHEDULED SESSION

Held: November 5, 2012 1:00 PM –2:30 PM

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The Canaan Township Trustees of Madison County met at the Canaan Twp. Bldg., 8055 US Highway 42 S., Plain City, Ohio 43064

**In Attendance** Trustees: Monroe Harbage, Mark Ishmael & Don Schrock  
Fiscal Officer: Lisa Beachy  
Visitors: Steve Pronai, Darin Thornton, Zach Thornton, Eli Gingerich and George Roby

Draft copies of the October 1, 2012 regular meeting had been delivered to the Trustees in advance of the meeting. Harbage moved and Schrock seconded that the minutes be accepted as corrected. The file copy was signed by all members of the Board and made available to the visitors present for inspection. Roll Call; Ishmael yes, Harbage yes and Schrock yes

Fiscal Officer Beachy presented the October 31, 2012 “Richwood Bank Reconciliation and Fund Balances” report that the Trustees reviewed and approved with their signatures. Ishmael asked if there was a bank balance to cover the presented checks, to which Fiscal Officer Beachy responded “yes”. Purchase orders and checks were signed.

**Administration:** The Fiscal Officer’s “October 2012 Activities Report” was reviewed by the Trustees. (See attachment).

The trustees approved with their signatures:

Resolution 2012-11-1 See Resolution Book

\*Misc Expenses

Resolution 2012-11-2 See Resolution Book

\*Add’l owed to Madison Co Engineer for Road work

Resolution 2012-11-3 See Resolution Book

\*Class A hitch & Accessories for Pickup truck

Beachy asked Ishmael if he would sign the letter for the Madison Co. Engineer so we can bill them for the 2012 mowing. Beachy told the Trustees that we will have to review the resolution regarding the insurance reimbursement at the Budget meeting in December.

Ishmael asked Mr. Pronai if he would go over the details regarding the issue with the Amity Pike Bridge. Mr. Pronai said that letters were sent to both of the landowners and suggested they put up NO Trespassing signs along their properties. One landowner has placed signs and they were removed by the trespassers. It has been agreed that some undesirable activities have gone on at this location and with the approval of the landowners, the Sheriff’s dept. will start to arrest and prosecute any trespassers in the future. Mr. Thornton who was in attendance, agreed with this decision. Everyone agreed that fishing or swimming may be allowed as long as no property damage occurs. Ishmael said that he will work with the Engineer’s office to get better signage put up in the area. After further discussion, Ishmael thanked Mr. Pronai and Mr. Thornton for attending the meeting to clarify these issues

**The following items were discussed:**

**Health & Safety:** Schrock spoke with Ms. Webb and she told him that the Health Dept. has received a \$31,000.00 grant for seat belt and child restraint education. Schrock will find out more information about this grant. The County is still administering flu shots. The Health Dept. moved \$5,000.00 to the Dental Fund. The County also has grant money available to Townships & Cities to tear down rundown buildings.

**Zoning:** Ishmael said the modular house was delivered to the Wightman property in Amity. There is a new building on the property where a house burned down in Amity. The bank has taken possession of the Randy Mahoney property in Amity and it may be on the market soon. Ishmael checked into the new drives on Amity Pike. 2 of the drives were put in for farming access only. The tree at the corner of Amity Pike and PC Georgesville Rd. has been removed. Ishmael has been in contact with Frontier about relocating the pole and they will need to perform a site visit. A township resident complained about an overhanging tree limb on Plain City Georgesville Rd but not sure of the exact location. Ishmael said the First Energy Aggregation Grant money will be distributed at the County Township Assn Meeting next Monday, Nov 12<sup>th</sup>.

**Fire:** Ishmael passed out the minutes for last month’s meeting. Ishmael said that they had an emergency meeting today to interview 3 candidates for the new fire chief. The Ohio Fire Board narrowed applicants to 3 candidates and the Board will go into executive session at this Thursday’s meeting to make a final decision. The Open House on Oct. 14<sup>th</sup> was a success. Life Flight and the Smoke House were both there. Ishmael and Schrock attended the retirement open house for Chief Pinney.

**Roads:** Schrock said they have completed the 4<sup>th</sup> mowing of the season. Gingerich has sprayed the ditches for weeds. Gingerich was called out to salt the roads on 10/30/2012. Schrock said that the County is working on the cracks on Amity Pike and Price Hilliard Rd. Schrock told the other Trustees that he has tried to call Levin 4 times this month and Levin has not returned his calls. Schrock said that the truck hitch has been purchased and installed on the Chevy Pickup truck.

**RECORD OF PROCEEDINGS**  
CANAAN TOWNSHIP TRUSTEES OF MADISON COUNTY OHIO  
**2012 REGULAR SCHEDULED SESSION**

Held: November 5, 2012 1:00 PM –2:30 PM

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Cemetery: Harbage said that Hammond will put the flags up for Veteran’s Day on Thursday. Roby Memorials was going to set up the knocked off monument but needs more help. The bench by the DePew grave needs some work. May need to repair it but may be too damaged to repair. Ishmael asked if it is something the Township could do instead of hiring it done. It could be removed since the regulations state no benches in the Cemetery. The Trustees will look into this matter. Gingerich said the Cemetery has been fertilized and treated for weeds but not aerated yet. Ishmael asked about the auger for the Bobcat and they have decided to wait until the 1<sup>st</sup> of the year and discuss it during the Budget meeting.

Building: Beachy said that the Boy Scouts would like to add the 2<sup>nd</sup> Thursday of the month to their meeting dates and if this would be available. It will only be available in Nov & Dec since the Clover Clippers 4-H group uses it from Jan – June each year on that date each month. The mulch has been applied at the Township and it looks good. Ishmael said the Christmas tree he was going to donate was sold at a garage sale so he would like to purchase a new one for the Township. Ishmael moved and Harbage seconded to purchase a pre-lit Christmas tree for no more than \$150.00 for the Township meeting room. Roll Call: Ishmael yes, Harbage yes and Schrock yes. In preparation for Election Day, Ishmael said he will clean up the plants in the pots. Roby will clean up the doorway by the front door of the building. Ishmael will check the condition of the flags. Harbage said that if they are not frayed too much his wife can hem the edges so we could continue to use them.

Misc: Harbage said that his granddaughter, Larrisa Hedgecock, who is a member of Clover Clippers 4-H group, is receiving an award for Outstanding 4-H member in Madison Co. and “Make it with Wool” State winner. Next month’s meeting will be on Monday, December 3<sup>rd</sup> at 7pm. The annual Budget meeting will be on Friday, December 21<sup>st</sup> at 7pm. Beachy asked Gingerich to make sure the time cards are turned in no later than Thurs. December 20<sup>th</sup>. Beachy said that she will be having surgery on November 20<sup>th</sup>. Schrock said that he will be in Florida November 7-11 and may not be back until November 19<sup>th</sup> unless he can find an earlier ride home. Gingerich will be out of town from December 22 – December 30. Beachy asked if it is ok to park in front of the shop doors during the Election tomorrow. Everyone agreed that it should not be a problem.

Harbage moved that the meeting be adjourned and Schrock seconded. Roll Call; Ishmael yes, Harbage yes and Schrock yes

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Fiscal Officer

Trustees \_\_\_\_\_  
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# RECORD OF PROCEEDINGS

## CANAAN TOWNSHIP TRUSTEES OF MADISON COUNTY OHIO

### 2012 REGULAR SCHEDULED SESSION

Held: October 1, 2012 7:00 PM –8:45 PM

Page 1 of 2

The Canaan Township Trustees of Madison County met at the Canaan Twp. Bldg., 8055 US Highway 42 S., Plain City, Ohio 43064

In Attendance Trustees: Monroe Harbage, Mark Ishmael & Don Schrock  
Fiscal Officer: Lisa Beachy  
Visitors: Eli Gingerich, George Roby

Draft copies of the September 4, 2012 regular meeting had been delivered to the Trustees in advance of the meeting. Harbage moved and Ishmael seconded that the minutes be accepted as delivered. The file copy was signed by all members of the Board and made available to the visitors present for inspection. Roll Call; Ishmael yes, Harbage yes and Schrock yes

Fiscal Officer Beachy presented the September 30, 2012 "Richwood Bank Reconciliation and Fund Balances" report that the Trustees reviewed and approved with their signatures. Ishmael asked if there was a bank balance to cover the presented checks, to which Fiscal Officer Beachy responded "yes". Purchase orders and checks were signed.

Administration: The Fiscal Officer's "September 2012 Activities Report" was reviewed by the Trustees. (See attachment).

The trustees approved with their signatures:

Resolution 2012-10-1 See Resolution Book

\*Misc Expenses

Beachy reminded the Trustees to let her know if they get a check out of the Township Bldg mailbox or if they leave a check on her office desk. She told them she does not always get to the office regularly and if they could please call her, she will get to the office to get the check(s) to the bank.

The following items were discussed:

Health & Safety: Schrock reported that the Health Dept. is trying to start accepting health insurance from people who receive flu shots. The Dept is working on getting a Public Safety Grant. Flu shots will be available at the Bickham Center in Plain City on Tuesday for \$23.00.

Zoning: The tree located at Amity Pike & Plain City Georgesville Rds. will be gone in 1-2 weeks. The homeowner/contractor is ok with the removal. Schrock will let Levin Hutson know at the Madison Co. Engineer's office. Township resident, Betty Williamson, inquired about the construction across from her home in Amity. Ishmael reported that the Amity Pike bridge has been corrected for this year. The Sheriff's Dept. was going to arrest 8 people but gave them a variance if they cleaned up the property. Schrock said that Gingerich and Roby have been cleaning up trash in the ditches and hauling it to the Madison Co. Engineer's. Ishmael asked Gingerich and Roby to move the logs by the Amity Pike bridge closer to the Big Darby near the next telephone pole. Steve Pronai will contact the landowners to put up NO trespassing signs. Schrock called Gary Miller, son of landowner. Ishmael will also call Mr. Miller to give him an update.

Fire: Ishmael said there was discussion amongst the Union members about not hiring from within for the new Fire Chief. Steve Pronai attended the last meeting but no grievance was filed. The Fire Board should receive a list of candidates by the end of the month. There will be some lag time from when Chief Pinney retires and the new Chief is hired. Harbage said that he received a compliment about the new Gator the Fire Dept purchased. The Village presented a proposal on repairing Village fire hydrants; the general feelings of the Board is that the verbiage in the Boards Charter would not allow for this type of expense. Steve Pronai agreed with the Board. Fire Prevention Week is coming up, an open house will be Sat. 10/13/2012.

Roads: Schrock spoke to Levin Hutson; he said they are ready to grind @ Price Hilliard Rd. Kaufman Rd. is done and they plan to do the berms in later October. Roby had a hood pin come out on the JD tractor, the high speed mower came down but all has been fixed. Thank you to John Hammond for using Nelson Hostetler's front end loader tractor to help Roby with the incident. Gingerich went over the IH Truck and feels that everything is OK. It needs to be run more often, the battery was dead. Schrock said that they are finishing the 4<sup>th</sup> time mowing and this may be the last time. The East side is done but more to finish on the West side. Gingerich will be spraying the ditches for weeds. Gingerich has been using his four wheeler to pick up trash in the ditches.

Cemetery: Harbage has not called Yaugers Memorial about the \$15 foundation fee owed. He will call them. Ishmael & Schrock said that they would not care if we didn't use Yaugers anymore. Pete Hammond picked up the walnuts in the Cemetery. Harbage is going to call Roby Memorials to reset the headstone by the Gingko tree. The weed control looks good on the new property. Beachy passed out the Appropriations Status to the Trustees so they can look over what is left in the Cemetery line items. Harbage had Gingerich and Hammond go to the Farm Science Review to look at post hole diggers for the Bobcat. The trustees agreed that this would be a good item to purchase. Ishmael asked about an auger for the tractor. Not enough pressure and it is more



# RECORD OF PROCEEDINGS

## CANAAAN TOWNSHIP TRUSTEES OF MADISON COUNTY OHIO

### 2012 REGULAR SCHEDULED SESSION

Held: October 1, 2012 7:00 PM –8:45 PM Page 2 of 2

Cemetery: stable on the Bobcat. Ishmael also suggested checking into any rentals that Bobcat may have for sale. The Trustees suggested raising Cemetery rates to help pay for this item. Ishmael talked with Levin Hutson about the drive to the new property. Schrock suggested making a priority list for the new Cemetery property. Ishmael asked Steve Pronai about surveying for the cemetery lots. Pronai said we don't need a survey; we can lay out the plots ourselves. We need to purchase pins. Schrock will price carriage bolts. Hammond used all of the new topsoil delivered and everything was seeded. We need to fertilize the Cemetery this fall.

Building: Ishmael asked Gingerich to pick up some Iron Out and trash bags. Gingerich put up the base board in the shop bathroom. The Christmas tree needs to be taken down and thrown out since the base is broken. Ishmael said he has a Christmas tree that he can donate to the Township. Gingerich priced mulch at Ohio Mulch and Kurtz Bros., only \$5 difference. Gingerich will mulch before Election Day. Ishmael has a spike aerator the Township can use at the Cemetery. Gingerich will fertilize the 2<sup>nd</sup> application at the Township and the Cemetery. Next year they will fertilize 3 times at the Cemetery. The Township yard is looking very good. Beachy asked if the area by the front door can be cleaned before Election Day.

Misc: The Trustees discussed installing a hitch, lights and brakes on the Chevy pickup so we can use the Township truck to pull a trailer. Schrock said the Township can install the hitch. After further discussion, Schrock moved and Harbage seconded to spend no more than \$350.00 to purchase a Class A hitch, wiring harness and brake switch for the Chevy Pickup truck. Roll Call: Harbage yes, Ishmael yes and Schrock yes. Ishmael said that at the County Township Assn. meeting, Tim Suter gave him a letter regarding the First Energy Solution Grant proceeds which will be \$13,333.00. We will discuss at a later date what we may earmark these proceeds for. Gingerich suggested to the Trustees that they consider trading the High Speed mower more often in the future. They use this mower all the time not like the last mower the Township had. Lynette Bichsel contacted the Trustees about mowing the JASA soccer fields. We cannot mow these fields because they are on private property. Ishmael said he contacted the Ohio Dept of Ag about the loose chickens on Smith Calhoun. Ohio Revised Code 9, Chapter 971A refers to livestock fencing maintenance. Ishmael will stop in to advise the homeowner. Harbage suggested the owners trim the chicken's wing and then they are unable to fly. Ohio Wildlife said there is nothing they can do. Beachy asked if next month's meeting time could be changed. Harbage moved and Ishmael seconded to change the meeting time to Monday, November 4<sup>th</sup> at 1:00pm due to the Building being used the next day for the General Election. Roll Call: Harbage yes, Ishmael yes and Schrock yes. Beachy will contact the Madison Press to post the change.

Harbage moved that the meeting be adjourned and Schrock seconded. Roll Call; Ishmael yes, Harbage yes and Schrock yes

\_\_\_\_\_  
Fiscal Officer

Trustees \_\_\_\_\_  
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# RECORD OF PROCEEDINGS

## CANAAN TOWNSHIP TRUSTEES OF MADISON COUNTY OHIO

### 2012 REGULAR SCHEDULED SESSION

Held: September 4, 2012 7:00 PM –8:45 PM

Page 1 of 2

The Canaan Township Trustees of Madison County met at the Canaan Twp. Bldg., 8055 US Highway 42 S., Plain City, Ohio 43064

In Attendance Trustees: Monroe Harbage, Mark Ishmael & Don Schrock  
Fiscal Officer: Lisa Beachy  
Visitors: Eli Gingerich, George Roby and Tim Rose

Draft copies of the August 6, 2012 regular meeting had been delivered to the Trustees in advance of the meeting. Harbage moved and Ishmael seconded that the minutes be accepted as delivered. The file copy was signed by all members of the Board and made available to the visitors present for inspection. Roll Call; Ishmael yes, Harbage yes and Schrock yes

Fiscal Officer Beachy presented the August 31, 2012 “Richwood Bank Reconciliation and Fund Balances” report that the Trustees reviewed and approved with their signatures. Ishmael asked if there was a bank balance to cover the presented checks, to which Fiscal Officer Beachy responded “yes”. Purchase orders and checks were signed.

**Administration:** The Fiscal Officer’s “August 2012 Activities Report” was reviewed by the Trustees. (See attachment).

**The trustees approved with their signatures:**

- Resolution 2012-9-1 See Resolution Book
  - \*Misc Expenses
- Resolution 2012-9-2 See Resolution Book
  - \*Kaufman Rd. Chip & Seal Estimate
- Resolution 2012-9-3 See Resolution Book
  - \*Propane contract
- Resolution 2012-9-4 See Resolution Book
  - \*Triplett for Township ditch weed control
- Resolution 2012-9-5 See Resolution Book
  - \*Life Insurance Carrier change

Fiscal Officer Beachy presented the Trustees with an opinion received from Prosecutor Steve Pronai regarding the HSA, Health Savings Account issue. She gave the paperwork to the Trustees to review.

**The following items were discussed:**

**Health & Safety:** Schrock spoke with Mary Ann Webb and she reported that the Swine Flu has claimed it’s first victim who is from Madison Co. The victim attended the Ross Co. Fair and was in contact with an infected pig. Ms. Webb gave Schrock a copy of the vaccination schedule. We posted the schedule on the Township bulletin board. Ms. Webb also told Schrock that the Dental fund is now empty.

**Zoning:** Ishmael presented the board with pictures of the damage to the Amity Pike bridge. Large logs were placed in the ditch to prevent further traffic to the Big Darby creek. Ishmael & Schrock caught some kids @ the location. They said the landowner and the Sheriff had given them permission to be on the premises. Ishmael talked with land owner, Jessie Miller and she said she never gave any permission. Ishmael still needs to contact the additional landowner on the south side of Smith Calhoun Rd. Schrock said he spoke with the Sheriff’s office and they did not give permission. Ishmael would like to clean up the area and consider moving the logs closer to the creek to prevent anyone from driving around and so the Township can better maintain the ditches for mowing. The Trustees agreed to check into this further and to clean up the area. Harbage offered steel posts if needed to help stabilize the large logs. Ishmael said that he checked with the Zoning office about 3 new drives on Amity Pike to see if they had permits. Also there is a new foundation started on a property in Amity that is for sale.

**Fire:** Ishmael reported that Chief Pinney will be retiring as of October 17<sup>th</sup>, 2012. He has served for 34 years. Since there is no internal candidates, the Fire Board agreed to hire the Ohio Fire Board to post the job and screen candidates then present the candidates to the Board.

**Roads:** Schrock said that Kaufman Rd. looks good. The county still needs to do the berms. Schrock asked if we could use the Bobcat to fix the drainage issue on Kaufman Rd until the County can get to it. The Trustees suggested using the tractor and loader instead. Madison County said it may be Oct – Dec or next year before they will get to it. Schrock doesn’t want any additional damage to the road repairs from water. Schrock said that they need to replace the belts on the High Speed mower and that he was able to straighten the shroud. Schrock would like to check the Township cul de sacs for any crack problems. Ishmael said that he checked Surrey Lane and Colvin Drive, and both looked OK. Schrock would like to call Levin Hutson to smooth out Price Hillard Rd. Schrock asked if any maintenance needed to be done on the IH Truck and snow plow before winter. Gingerich thought everything was still in good shape but will look into it.

# RECORD OF PROCEEDINGS

CANAAN TOWNSHIP TRUSTEES OF MADISON COUNTY OHIO

## 2012 REGULAR SCHEDULED SESSION

Held: September 4, 2012 7:00 PM –8:45 PM

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Cemetery: Harbage said that a Township resident gave him a quote to seed the new Cemetery property. It would cost around \$3000.00 for the seed and seeder. Fiscal Officer Beachy said that she will check the appropriations but we may not have enough funds in the Cemetery Repairs and Maintenance to seed this fall. She will update the Trustees at next month's meeting. Beachy said that she has received the foundation payment from Roby Memorials but nothing from Yauger's. Harbage said he will contact Yauger's when he returns from vacation. Harbage said that Pete Hammond asked if we could get rid of the old dirt pile at the Cemetery and get a load of new topsoil. Beachy asked if John Lewis would be working at all this year. Harbage said that Hammond calls Mr. Lewis but Lewis has not done any work due to health issues. The Trustees agreed to tell Hammond not to call Mr. Lewis anymore.

Building: Ishmael donated 2 plants to the Township that he planted in pots in the Township foyer. Ishmael pulled the watering bags off of the trees for this year. They really helped. Ishmael would like to have the remaining trees less the evergreens mulched before next month's meeting. Harbage asked if the circle at the Cemetery could be mulch too. Beachy said that Gingerich could use the credit card @ Kurtz Bros. to purchase the mulch in bulk. Gingerich said that he cleaned the wash bay. Ishmael said that Tim Sutert with First Energy sent each Trustee and the Fiscal Officer studies on the new electric line.

Misc: Ishmael said he received a complaint from Pam Barcus on Smith Calhoun Rd. about a neighbor who is letting chickens run loose. She wanted to know if there were any zoning regulations regarding this issue. Ishmael said that there are no regulations except that the owner is liable for damages caused by the chickens. Ishmael said he will call Mrs. Barcus with the information. The Ron Winn property on Rt 42 has installed the cement barrier it was required to. Ishmael received an email about the Converse Cemetery being hard to get into. He asked if it has been cleaned up and Gingerich said it has.  
Next month's meeting will be on Monday, October 1<sup>st</sup> at 7pm.

Harbage moved that the meeting be adjourned and Schrock seconded. Roll Call; Ishmael yes, Harbage yes and Schrock yes

\_\_\_\_\_  
Fiscal Officer

Trustees \_\_\_\_\_

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