

RECORD OF PROCEEDINGS

CANAAN TOWNSHIP TRUSTEES OF MADISON COUNTY OHIO

2013 REGULAR SCHEDULED SESSION

Held: April 2, 2013 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: David Dhume, Eli Gingerich & Darryl Beachy

Draft copies of the March 4, 2013 regular meeting had been delivered to the Trustees in advance of the meeting. Harbage moved and Ishmael seconded that the minutes be approved as revised. 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, 2013 “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 2013 Activities Report” was reviewed by the Trustees.
(See attachment).

The trustees approved with their signatures:

- Resolution 2013-4-1 See Resolution Book
 - *Misc Expenses
- Resolution 2013-4-2 See Resolution Book
 - *Auger for Bobcat
- Resolution 2013-4-3 See Resolution Book
 - *Twp auger chg for Foundation
- Resolution 2013-4-4 See Resolution Book
 - *Topsoil for Cemetery
- Resolution 2013-4-5 See Resolution Book
 - *fertilizer & chemicals for Township & Cemetery

Fiscal Officer Beachy informed the Trustees that she has received the audit survey from Perry & Associates for the upcoming audit for 2011-2012. We were assigned the same IPA firm as the last 4 audits.

Ishmael asked Mr. Dhume if he would like to address the Board. David Dhume, Madison Co. Commissioner said that he stopped in to say “Hello” and to see if the Township had any issues or concerns for the County Commissioners. He talked about a possible health insurance for County officials becoming available in the next 3-5 years. The Commissioners met with the Madison Co. Fair Board regarding any fairground improvements. Ishmael asked why the Commissioners are not attending the monthly Co. Township Trustee meeting. Dhume agreed that at least 1 Commissioner should be present at this meeting. He thanked the Trustees and gave them his cell number if they ever need to contact him.

The following items were discussed:

Health & Safety: Schrock talked with Mary Ann Webb and she said that Wic was cut by 8% and Emergency Preparedness was cut by 8% from her budget. She said that this is National Public Health Awareness week.

Zoning: Ishmael spoke with the property owner in Amity with the firewood pile. Still concerns with the Mike Aitchison property on Lafayette PC Rd. Dave Hughes had sent letters to both property owners. Ishmael stopped into the LeMaster property in Amity and they moved the stack of wood and placed a construction fence around the open foundation. The Amity church is cleaning up the former Mahoney property. Ishmael stopped at the property at the corner of Amity Pike and PC Georgesville Rd. to ask the resident to remove the debris from the roadside to allow for the 3ft. right of way. Ishmael also called the Sheriff for assistance in this matter, as a resident was witnessed blocking traffic and putting bearers in the roadway. Ishmael said that the new house proposed on Amity Pike passed at the Zoning meeting on Monday.

Fire: Ishmael said they made an agreement with the Union; a 3% raise for the next 3 years. The wording was changed regarding comp time. The Fire Board will meet next Thursday. A new squad was order and they plan to schedule a time to go to watch the progress. Harbage said that he would like to know when this is. They will try to sell the older squad. Ishmael said he is still working on the NIMS project. He said that Toni Stevens had her audit and all went well. The Board is looking into adding a sub-station in Canaan Township on Rt. 42 or Plain City Georgesville. Those residents located more than 5 miles from a fire station have problems getting good rates on their homeowners insurance.

Roads: Schrock said that the IH Truck and snow plow were in an accident on March 25, 2013 at the corner of Amity Pike and Smith Calhoun Rd. No one was hurt but there was damage to the other vehicle. Schrock has been in contact with the vehicle owner and the insurance co. Fiscal Officer Beachy has contacted the Sheriff’s office with policy information. We have been assigned a claims adjuster. Schrock has started a file. Schrock spoke to John Miller who was driving our truck and he has apologized for the accident. Schrock said that on April 10th they will ride the Township roads with someone from the County Engineer’s office. Ishmael asked

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Roads: that a couple of road requests be noted at the meeting. Schrock said that United Bethel Youth Group will clean up the ditches on Sat. April 13th and the dumpster has been ordered. Schrock said that we needed to replace 6ft of hose on the pressure washer. After further discussion about the hose, Harbage moved and Schrock seconded that no more than \$100.00 be spent to purchase 50ft. of additional pressure washer hose. Roll Call: Ishmael yes, Harbage yes and Schrock yes. Eli Gingerich said that he pulled up the reflectors and 8 were missing on Glenview and 1 missing on Kilbury Rd. He thanked the board because this helped when snow plowing. Schrock said that all the equipment has been serviced and is ready for spring.

Cemetery: Harbage said that Hammond called and asked if he could purchase grass seed for the Cemetery. Harbage spoke with Darryl Miller and Mr. Miller said that \$200.00 for opening a grave was not enough to cover his expenses. The trustees would like to get more prices to compare. Schrock suggested raising the charge to \$275.00 and increasing the Township rate to \$350.00. Harbage got prices for the pads to use in wet weather from a company in Holland, MI. Eli Gingerich suggested putting the pads on a pallet for ease of transport and storage. Gingerich estimates that we could use 50 pads so Harbage will look for a company in Columbus and we will discuss this in the future due to the additional cost not budgeted. Fiscal Officer Beachy showed the Trustees the change to the Foundation Permit form. Schrock thinks we should dig all of the foundations. Harbage will go to Tidd, Ferguson and Roby Memorials with the new form and information. The auger is on order at Bobcat. Gingerich is planning on rolling the Cemetery. Harbage said that the Co. Soil and Water Conservation is coming on April 4th @ 10am to talk about drainage. Schrock suggested having Darryl Miller at the meeting too. They will talk with Levin Hutson at the Co Fish Fry about the tile by the road. The trustees talked about the seeding of the new parcel. It needs to be tilled and then we can seed ourselves. It needs to be done the 2-3 week of April. Harbage will contact Jeff Hostetler to see if he will come over and till up the acreage. After further discussion, Ishmael moved and Schrock seconded to spend no more than \$2,500.00 to seed, till, fertilize and rent a seeder for the new Cemetery property. Roll Call: Ishmael yes, Harbage yes and Schrock yes. Schrock suggested pulling up the fence after the grass is established. Gingerich will drag the property after it is tilled. The new gutters look good and it looks like things are drying out. Still need to check behind the peg board and route drainage away from the building.

Building: Fiscal Officer Beachy said that she was told the women’s toilet was plugged last Sat. The renters got it fixed. Schrock reminded Gingerich that the pavers by the entrance door have sunk and need to be pulled and raised up with more sand. Ishmael said that he would like to purchase a few more plants; the ones in the foyer are not doing well. Harbage picked up the flags and his wife is currently hemming them for us.

Misc: Next month’s meeting will be Monday, May 6th, 2013 at 7:00pm at the Township Building. The Annual Co. Trustees Association Fish Fry will be next Monday, April 8th @ 6:30pm at St. Patrick’s Church in London. This will conclude their meetings until September.

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

Fiscal Officer

Trustees _____

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CANAAN TOWNSHIP TRUSTEES OF MADISON COUNTY OHIO

2013 REGULAR SCHEDULED SESSION

Held: August 12, 2013 7:00 PM – 8:40 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: Rebecca L. Shipley-Arnott
Visitors: Phyllis Sparks & Eli Gingerich

Draft copies of the July 1, 2013 regular meeting had been delivered to the Trustees in advance of the meeting. Ishmael moved and Harbage seconded that the minutes be approved 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 Shipley-Arnott presented the July 31, 2013 “Richwood Bank Reconciliation and Fund Balances” report that the Trustees reviewed and approved with their signatures. Ishmael asked if there were any outstanding warrants and Fiscal Officer Shipley-Arnott responded “yes, one for \$1350.00 made payable to United Bethel Youth Group Ishmael asked if there was a bank balance to cover the presented checks, to which Fiscal Officer Shipley-Arnott responded “yes”. Purchase orders and checks were signed. In addition, new signature cards for both bank accounts were signed by the Trustees and the Fiscal Officer.

Administration: The Fiscal Officer’s “July 2013 Activities Report” was reviewed by the Trustees. (See attachment).

The trustees approved with their signatures:

Resolution 2013-8-1 See Resolution Book
*Misc Expenses
Resolution 2013-8-2
*Misc Expenses
Resolution 2013-8-3 See Resolution Book
*Contract for Propane Purchase
Resolution 2013-8-4 See Resolution Book
*Overweight & Oversize Permits
Resolution 2013-8-5 See Resolution Book
*Repairs for Snow Removal Equipment
Resolution 2013-8-6 See Resolution Book
*Memorial Buckeye Tree
Resolution 2013-8-7 See Resolution Book
*Post Office Box

The following items were discussed:

Health & Safety: Don said that Mary Ann Webb provided him with an update for the Madison County Oral Health Education and Referral Program.

Zoning: Ishmael said that the property on Plain City-Lafayette moved the RV which was an issue, but still needs to continue to work on other issues. Also, the property on Plain City-Georgesville has again moved the trash dumpsters in front of their building; the Madison County Zoning department needs to be contacted. Ishmael added that the LeMaster property is coming along nicely.

Fire: Ishmael reported on the fire at the bindery and that the fire department has used it as a learning experience. The department had been having issues with the signal from the radio repeater so it was moved back from town to the water tower where it originally came from. The issues have now improved. Ishmael said that a contract for the land on Route 42 (at Price Hilliards) for a substation is being worked on. They are currently doing mapping reports on the location. There were 83 EMS runs and 37 Fire runs last month. In a very recent accident at 42 and Lucas Road, the driver, who was seriously injured was extracted from her car within 15 minutes of arrival on scene and life-flighted. This was accomplished within the critical time limits. Ishmael said that the department is currently preparing specs in the process of purchasing a new medic.

Roads: Schrock said that George Roby resigned as an employee of the township. He reported that Don Price would be hired to assist with snow removal. He has a CDL license and worked for Darby Township for five years. He will need his medical card updated, which the township will pay the co-pay that is not covered by his insurance.

Schrock reported that the township is almost done with our third mowing of the ditches in the township. Some ditches, especially from Big Darby Baptist Church to Amity, are still too wet. However, they should be done by this Thursday. Monroe added that his son-in-law would be available for emergency mowing, if needed.

Schrock has obtained estimates to get the truck ready for snow plowing. The estimates

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Roads: were Gingerich Trucking and Frame & Spring Inc. in the amounts of \$1851.83 and
(continued) \$1250.00, respectively. Schrock moved and Ishmael seconded that the township spend up to \$3500.00 to get the equipment ready to plow snow. Roll Call; Ishmael yes, Harbage yes and Schrock yes.

Cemetery: Harbage reported that the cemeteries were still being moved twice a week due to the amount of rain. The grounds will be sprayed for weeds and thistles this fall. The flowers around the flagpole look really nice. There was some standing water around the building, so the studs under the gutters were checked to make sure that they were not rotten. Harbage said that a quote for tile work is still in the works. Unfortunately, he has been unable to contact Darryl. The tile will run out front and will leave room for future roads. Schrock recommended calling Bill Hostetler for a quote. Harbage continued that next year work on the entrance (which is going to be moved), drainage tile and fencing is still being planned. Ishmael asked if the alger had been tested and Harbage answered yes. Ishmael also asked if the cemetery workers were interested in a blower and Harbage answered no.

Building: Ishmael got several quotes for propane. After discussion based on price, Ishmael moved and Schrock seconded to lock in the price at \$1.49/gallon for 1200 gallons with Matheson Valley, this is not a pre-buy. Roll Call: Harbage yes, Ishmael yes and Schrock yes.

Ishmael reported that the carpets were cleaned last month, requested additional flags from Rosie and recommended not using Ace Sealing the next time we need blacktop sealing work. Ishmael asked that a master calendar be posted for building rentals.

Ishmael moved and Schrock seconded that the township spend \$100.00 to plant a Buckeye Tree in memory of Lisa Beachy on the township building grounds. Roll Call; Ishmael yes, Harbage yes and Schrock yes. He also requested that we find out where the plague on the tree already out there came from. Schrock said he would check with Eli and Harbage will call Roby Monuments.

Ishmael moved and Schrock seconded that the township rent a Post Office Box to receive all township mail in a central location. The amount for this year will be \$70.00. Roll Call; Ishmael yes, Harbage yes and Schrock yes.

Misc: Harbage reported that per the County Board of Elections, the new elected officials will take over as soon as the election has been certified by the county.

Ishmael received a letter from Michael Boerger regarding a state law change requiring each township to issue its own overweight and oversized permits. Steve Pronai suggested that each township pass a resolution designating the County Engineer the authority to issue the permits on behalf of the township. Ishmael moved and Harbage seconded designating the Madison County Engineer the authority to issue the overweight and oversize permits for Canaan Township. Roll Call: Harbage yes, Ishmael yes and Schrock yes.

Ishmael noted that the Madison County Planning Commission will meet at the County Court House and will vote on prioritizing capital improvement projects in the County. The Trustees are invited to attend.

Sparks informed that board that there is a group of private citizens that have formed a committee and will be collecting funds for local fireworks.

Next month's meeting will be on Tuesday, September 10th @ 7pm due to the Labor Day holiday on Monday, September 2nd. Fiscal Officer Shipley-Arnott will put a notice in the Madison Press and Plain City Advocate before the meeting.

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

_____ Trustees _____
Fiscal Officer _____

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CANAAN TOWNSHIP TRUSTEES OF MADISON COUNTY OHIO

2013 REGULARLY SCHEDULED SESSION

Held: December 2, 2013	7:00 to 9:00 PM	Page 1 of 2
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The Canaan Township Trustees of Madison County met at the Canaan Township Building, 8055 US Highway 42 South, Plain City, Ohio 43064.

In Attendance:	Trustees:	Monroe Harbage, Mark Ishmael, Don Schrock
	Fiscal Officer:	Kimberlie Schrock
	Visitors:	Eli Gingerich, Cathy Gonzalez, Mark Kidd, Rebecca Shipley-Arnott, Phyllis Sparks and Don Whitmer

Ishmael moved and Harbage seconded to approve the minutes 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 Schrock presented the November 30, 2013 "Richwood Bank Reconciliation and Fund Balances" report that the Trustees reviewed and approved with their signatures. Ishmael asked if there were any outstanding warrants and Fiscal Officer Schrock responded "no". Ishmael asked if there was a bank balance to cover the presented checks, to which Fiscal Officer Schrock responded "yes". Purchase orders and checks were signed.

Administration: The Fiscal Officer's "December 2013 Activities Report" was reviewed by the Trustees. (See attachment).

The trustees approved with their signatures:
 Resolution 2013-12-1 (See Resolution Book)
 *Miscellaneous Expenses

Fiscal Officer Schrock presented the Trustees with details and picture of a new AT&T Digital Answering System with Speaker Phone for \$69.95 (regularly \$119.95) at Radio Shack for the Canaan Township office. By purchasing this new phone, the Township can eliminate a \$6.95 Frontier monthly charge for answering calls. Ishmael made a motion seconded by Schrock to purchase the phone. Roll Call: Ishmael **yes**, Harbage **yes** and Schrock **yes**.

Fiscal Officer Schrock also presented the Trustees with an update on Internet service for the Township Building. Time Warner Road Runner Internet service is currently not available in this area. Bresco Broadband High-Speed Internet Access Solutions bought out Celerity Networks effective November 1. Fiscal Officer Schrock reported that we can sign up for a 3-year contract with Bresco Broadband at \$45 per month with FREE installation. Internet service at the Township Building will enable the Fiscal Officer to perform her duties more efficiently and effectively on a daily basis. Ishmael made a motion seconded by Schrock to approve a 3-year Internet service contract with Bresco Broadband with FREE installation. Roll Call: Ishmael **yes**, Harbage **yes** and Schrock **yes**.

Discussion followed on what to do with the old computer equipment. Ishmael will contact Kelly Hicks, Principal at Plain City Elementary Schools, to see if they are interested in taking the old equipment. Another option is to contact the County Engineer's Office in London to have them auction off the equipment on line.

The following items were presented and discussed:

Health & Safety	Trustee Schrock reported that Mary Ann Webb is looking for and making calls for health grants. Mary Ann wants to know if we're interested in making a donation to the Indigent Dental Fund. Trustees agreed to address making a donation after the first of the year. Whooping cough is going around. Schrock mentioned that the Madison -Plains school district closed down the week of Thanksgiving because of the number of cases and severity of the disease.
Roads	Trustee Schrock reported that both new tractors are in and ready to be picked up. Gingerich has both existing tractors ready to be traded in. Ishmael stated that we need new tags for the tractor fire extinguishers. There is no more mowing scheduled for the year. The new Ford F550 truck is being built this month. Snow plow needed repairs and we installed a new gear box on the auger. We are ready for snow!

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Zoning:	<p>Ishmael spoke with Dave Hughes, Zoning Administrator, and confirmed that all of the buildings going up in our township had proper permits. The Health Department investigated the trash burning at Pansicka/Orr property on Plain City Georgesville, and found no violations. The neighbors have had issues with trash burning about three days per week. Ishmael will continue to follow up on this property regarding operating a business.</p> <p>There was some discussion on residents in the township burning trash and yard waste. The Trustees looked into this issue before. If yard waste is naturally created, such as grass and leaves, then burning is permitted. However, anything that is not naturally created is not permitted. If smoke inhibits visibility on roadways, then the Sheriff should be contacted.</p>
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Fire:	<p>Ishmael reported that the new Medic will be delivered by the end of the year. There are plans to replace the Chiefs vehicle. There is no further development on the substation. Mark Kidd, Pleasant Valley Fire District Chief, was here to answer questions we had and to let us know that they are here to provide support where needed. Key #14 was registered to the Fire Department and was placed in the emergency Key Box.</p>
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Cemetery:	<p>Harbage reported that we received and used the Altarnamat Lawn Boards and that they worked very well – a nice addition to the cemetery. These boards were loaded on three pallets inside the cemetery building. We had 3 burials and sold 4 lots in November. We may need to look for a backup for Darryl Miller in case the Township’s need for opening and closing grave plots increases. The flags were placed for Veterans day and the grounds have been sprayed, mulched and fertilized.</p>
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Building:	<p>Ishmael reported that there is a crack between the asphalt and concrete in front of the bay doors that needs sealed. This crack will be sealed in the Spring.</p>
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Miscellaneous Cathy Gonzalez, Loss Control Consultant from KLA Risk Consulting from OTARMA, presented best practices and some risk management initiatives. Cathy also covered some recommendations. Loss Control will be sending out a follow-up letter on everything Cathy covered.

Harbage noted that he did not receive notification to see the new Medic in a timely manner. He was disappointed that he didn’t get to see the new Medic. Ishmael stated that Harbage was notified by email and phone of the date to see the new truck 7 days prior on November 7, and that Harbage was also notified by email on November 8 of the time. There was no follow-up by Harbage prior to date to confirm the time. Chief Kidd assured Harbage that a personal tour could be arranged at any time.

The Township’s Annual Budget Meeting will be held on Friday, December 27, at 1:00 PM. The next regularly scheduled Township meeting is scheduled for Monday, January 6, 2014, at 7:00 PM. Harbage made a motion, seconded by Schrock, to adjourn the meeting. Roll Call: Ishmael **yes**, Harbage **yes**, and Schrock **yes**. Meeting adjourned.

	Trustees
Fiscal Officer	

RECORD OF PROCEEDINGS

CANAAN TOWNSHIP TRUSTEES OF MADISON COUNTY OHIO

Meeting to Prepare 2014 Budget

Held: December 27, 2013	1:00 to 3:00 PM	Page 1 of 2
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The Canaan Township Trustees of Madison County met at the Canaan Township Building, 8055 US Highway 42 South, Plain City, Ohio 43064.

In Attendance:	Trustees:	Monroe Harbage, Mark Ishmael, Don Schrock
	Fiscal Officer:	Kimberlie Schrock
	Visitors:	Rebecca Arnott, Eli Gingerich, Pete Hammond, Phyllis Sparks, Don Whitmer

Chairman Ishmael served cake and ice cream in recognition and appreciation of Monroe Harbage's service as Trustee. Ishmael called meeting to order. Roll Call: Ishmael **yes**, Harbage **yes** and Schrock **yes**.

Administrative

The December 2, 2013 meeting minutes were delivered to the Trustees prior to this meeting and will be presented for approval at the January 6, 2014 meeting.

The Trustees signed the prepared December 2013 pay period payroll checks, including year-end bonus for hourly workers; purchase orders, deed for cemetery lots, and Bank Signature Cards.

The trustees approved with their signatures:
 Resolution 2013-12-2 (See Resolution Book)
 *New Phone for Township Building Office
 Resolution 2013-12-3 (See Resolution Book)
 *Installation of High-Speed Internet Service for Township Building Office

Fiscal Officer Schrock provided and reviewed information about the 2014 Winter Conference scheduled for February 12-15, 2014, at the Columbus Convention Center. Pre-registration deadline is January 16, 2014. Fiscal Officer Schrock asked that Trustees to complete their registration forms and return completed forms by Monday, January 6, at the next Township meeting.

The following additional items were provided: 2014 Compensation Charts, 2014 Winter Conference workshops, 2014 FICA Tax Rate, and OPERS Local Rates.

Budget Receipts Evaluation

The following reports were provided: Revenue Status by Fund, Fund Status, 2014 Estimated Property Tax Revenue via Madison County Auditor, Certificate of the Total Amount from All Sources Available for Expenditures and Balances, and Amended Official Certificate of Estimated Resources Worksheet.

After reviewing these reports, Trustees accepted the total amount from all available for expenditures from each fund set up in the tax budget, with the balances that exist at the end of the fiscal year, December 31, 2013, for 2014 budget.

Budget Appropriations Evaluation

The Trustees reviewed the 12/27/2013 Appropriation Status by Fund and Line Item Appropriations. The Trustees reviewed each line item appropriations with last year's budget and year-to-date expenditures. The Trustees made budget adjustments to several line items. Fiscal Officer Schrock will review total planned appropriations in comparison to the estimated money available to spend in 2014. Fiscal Officer Schrock will then update these budget figures before submitting the Certificate of Total Amount From All Sources worksheet to the County Budget Commission to receive the 2014 permanent budget certificate.

Payroll

Discussion followed regarding Trustee and Fiscal Officer salaries. Chairman Ishmael asked for Trustee input and consensus was to keep salaries below the \$500,000 budget. Ishmael made a motion seconded by Schrock that 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. Roll call: Ishmael – **yes**, Harbage – **yes**, Schrock – **yes**. Fiscal Officer Schrock will adjust the proposed 2014 budget to reflect these salaries. Salaries will be modified at the December 2014 Budget meeting.

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Payroll (Continued)

The Trustees agreed that the following cost of living wage increases will apply to the 2014 Township hourly payroll. Harbage made a motion seconded by Schrock to raise the standard hourly rates. Roll call: Ishmael – **yes**, Harbage – **yes**, Schrock – **yes**.

Canaan Township 2014 Hourly Wage Schedule Intermittent Employee Classification:

Hourly Maintenance, Mowing & Cemetery Lead Person.....	\$16.00/Hour
Hourly Maintenance, Mowing & Cemetery	\$14.40/Hour
Road – Snow Monday through Saturday	\$18.75/Hour
Road – Snow Sundays and Holidays	\$20.75/Hour

Cemetery

Pete Hammond shared that Darryl Miller, Lee Miller Excavating, stated that he needs to be paid more than \$200 for opening and closing graves. According to the most recent Cemetery Rates, the charge for opening and closing of graves is \$250. Harbage phoned Darryl Miller and left him a message to invoice the Township for \$50 for the latest opening and closing of a grave.

The Trustees will lay out plan to install drainage tiles and driveways for 2014.

Miscellaneous

Fiscal Officer will need training to start up 2014 budget allocations. Ishmael made a motion seconded by Schrock to approve to pay Rebecca Arnott \$15.00/hour through January 31, 2014. Roll Call: Ishmael – **yes**, Schrock – **yes**, Harbage – **abstained**.

The 2014 organizational meeting will be Monday, January 6, at 7 PM. Ishmael made a motion seconded by Schrock to adjourn the meeting. Roll Call: Ishmael **yes**, Harbage **yes**, and Schrock **yes**. Meeting adjourned.

	Trustees
Fiscal Officer	

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2013 REGULAR SCHEDULED SESSION

Held: February 4, 2013 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: Eli Gingerich

Draft copies of the January 8, 2013 regular meeting had been delivered to the Trustees in advance of the meeting. Harbage moved and Schrock seconded that the minutes be approved 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 January 31, 2013 “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 2013 Activities Report” was reviewed by the Trustees. (See attachment).

The trustees approved with their signatures:

- Resolution 2013-2-1 See Resolution Book
 - *Misc Expenses
- Resolution 2013-2-2 See Resolution Book
 - *2012 Grave Prep contractors
- Resolution 2013 2-3 See Resolution Book
 - *Board of Election 2013 contract
- Resolution 2013-2-4 See Resolution Book
 - *updates to Jan 2013 operating budget/General Fund
- Resolution 2013-2-5 See Resolution Book
 - *New Tools for Township shop and Cemetery
- Resolution 2013-2-6 See Resolution Book
 - *Contract for Services-Mad Co. Health District

Fiscal Officer Beachy presented the Trustees with the Board of Elections contract for hosting the 2013 elections at the Township Building. The Trustees agreed to the contract and to continue with Lisa Beachy as the BOE contact. The Trustees agreed to a contract for services with the Madison Co. London City Health District to provide emergency dental extractions for indigent clients in a one-time amount of \$500.00. A check was issued and Schrock will deliver the contract and check to Ms. Webb at the Co. Township Assn. Meeting next Monday. **The following items were discussed:**

Health & Safety: Schrock reported that Mary Ann Webb is enjoying some time away on vacation. She told Schrock that the Health Dept. does not have to pay for the roof repairs. The State is re-doing the health budget. Ms. Webb said she will be at the Co. Township Assn. Meeting next Monday.

Zoning: Ishmael reported that the County Zoning Board approved the 2 building lots for Mr. Phelps on Amity Pike across from Sharon Mennonite Church. Ishmael is going to look into Mr. Phelps remaining properties. Ishmael said that he talked with Ron Winn Jr. after the Zoning meeting. No change in the Mahoney property in Amity. Wood is piled in front of the LeMaster foundation in Amity. Ishmael is going to call Dave Hughes about this issue.

Fire: Ishmael gave us copies of the Fire Board minutes that have been approved and passed. No budget meeting yet. The Board is looking for bids to purchase a new squad. They are also investigating an updated computer system for the Fire Dept.

Roads: Schrock said that we have been plowing snow. There was a problem with the auger but Schrock got it fixed and hopes it will last the season. He talked with Dan Burdick at the OTA Trade Show and said an auger (8185 spreader), gear box and bearings would cost approximately \$1,100.00 to replace. To purchase a new stainless steel spreader would be approximately \$2,800.00. He suggested we make a decision this summer on what to do. Harbage said that he will check with the County to see if they would provide any help since we help plow County roads. All three Trustees attended the OTA Winter Conference and Trade Show. While at the Trade Show they looked at Large and Small trucks. Schrock would like to gather pricing information on a smaller 1-2 Ton truck to replace the Township pickup truck and to use alongside the IH Truck. He spoke to an International Truck salesperson that was very helpful and knowledgeable. The Trustees discussed which direction would be best, to replace the IH Truck or to replace the pickup truck with a 1-2 Ton truck. More information needs to be gathered and discussed at future meetings. Ishmael said it is time to start gathering information on the trading of the JD Tractors. Schrock said he will contact JD Equipment for information to bring to future meetings. Our current tractors are much better than the previous tractors. We like to keep the tractors under warranty; however, we may consider keeping these tractors longer and consider selling tractors instead of trading. The Trustees will continue to discuss this issue.

RECORD OF PROCEEDINGS
CANAAN TOWNSHIP TRUSTEES OF MADISON COUNTY OHIO
2013 REGULAR SCHEDULED SESSION

Held: February 4, 2013 7:00 PM – 9:00 PM

Page 2 of 2

Cemetery: Harbage said that we had 2 burials in since the last meeting. Chad Boggs was buried and his mother will be making payments and when paid in full she will receive her deed. Ishmael asked Harbage if we get a Burial Transit Permit with each burial. Harbage said that we do. Schrock and Harbage met with a contractor at the Cemetery to look at the water damage at the white storage building. The contractor suggested putting up gutters to repel the water and replace the door seal with a heavy duty seal. The contractor presented an estimate for the white building and for the Mausoleum. After the Trustees discussed the issue, Harbage moved and Ishmael seconded to spend no more than \$700.00 to install gutters on both buildings. Roll Call: Ishmael yes, Harbage yes and Schrock yes. Gingerich and Hammond installed a heavy duty seal on the door and would like to re-caulk the building. Harbage stopped to talk with John Lewis and Mr. Lewis said he is feeling better and would like to work this summer. Harbage spoke with Hammond and he was not sure if we could use him. Ishmael and Schrock said that he is not needed and that Harbage should get back to Mr. Lewis and let him know this. Harbage said that he was contacted by Rev. Miller regarding putting up a wood cross on an empty grave. Rev. Miller said that his family lost a grandchild and they bought a grave a few months ago. He has made a wood cross on a stainless steel post that he would like permission to place on the empty grave. The Trustees discussed the Cemetery regulations and other issues that could arise. The Trustees regret that Rev. Miller didn't discuss this before he made the cross, however, after discussing this issue all 3 Trustees agree that no temporary markers are allowed in the Cemetery. Ishmael asked about the auger for the Bobcat, no used or demo augers have been found yet. They will keep looking. Harbage asked Hammond to remove the north fence because it was not cemented in and is heaving out of the ground.

Building: Ishmael said that not much is going on. Beachy noted the upcoming rentals at the bottom of the Meeting Agenda. Beachy said that we are having more interest in renting the meeting room. Ishmael noticed indentations in a table but not sure if it was from the last rental.

Misc: All 3 Trustees went to the OTA Winter Conference and Trade Show. The Trustees said it didn't seem as if there were as many vendors at the Trade Show this year. Ishmael said he went to a Zoning A-Z class that was very informative. Beachy said that she attended the Wednesday Record Retention meeting. Ishmael is going to talk with Mike Boerger about the NIMS testing. Schrock is OK with coordinating with the County and Ishmael will check with the Fire Board on Thurs. to see if they have a NIMS trained person on file. The Trustees agreed to allow the Boy Scouts and the two 4-H groups to use the building for 2013 at no charge. Next month's meeting will be on Monday, March 4th @ 7pm.

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

Fiscal Officer

Trustees _____

RECORD OF PROCEEDINGS

CANAAN TOWNSHIP TRUSTEES OF MADISON COUNTY OHIO

2013 ORGANIZATIONAL SESSION

Held: January 8, 2013 7:15PM – 8:30 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: Darryl Beachy and Tim Rose

Ishmael called Harbage at 7:00pm to see if he was coming to the meeting. Harbage said he would be right there. Fiscal Officer Beachy called the meeting to order requesting nominations for chairman. Schrock moved and Harbage seconded that Mark Ishmael take the chairman position; all voted yes. Other positions were filled by similar discussion and agreement. The Trustees decided not to make any changes for 2013

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 Ishmael 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 3, 2012 regular meeting but she made an addition to the December 21, 2012 Budget meeting minutes. Schrock moved and Harbage seconded the approval of the December 3, 2012 regular meeting and December 21, 2012 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 2012 Activities Report" was reviewed by the Trustees. (See attachment).

The Trustees approved with their signatures:

- December 31, 2012 "Richwood Bank Reconciliation / Fund Balances" report
- new 2013 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".

2013-1-4 See Resolution Book

*Madison Co. Township Assn. 2013 dues

Fiscal Officer Beachy stated that she had taken the required paperwork to London on Wednesday, Jan 2nd and received mail confirmation of the Permanent 2013 Budget Certificate. Fiscal Officer Beachy told the Trustees what line item changes she made to bring the Dec. 21st budget meeting planned 2013 appropriations in line with the expected 2013 receipts. There were no challenges to the adjustments. Schrock asked if he could get a copy of my Budget paperwork so he can learn more about the process.

2013-1-1 See Resolution Book

*2013 Permanent Official Certificate of Est Resources

2013-1-2 See Resolution Book

*2013 Township Payroll

Fiscal Officer Beachy reported that the BWC premium will be based on the 2012 total payroll of \$70,675.03 of which \$32472.03 was hourly gross pay.

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

All of the Trustees provided their 2013 insurance costs.

Harbage, Ishmael, Schrock and Beachy plan to attend the 2013 OTA Winter Conference at the Convention Ctr in Columbus, Jan 30-Feb 2, 2013.

2013-1-3 See Resolution Book

*2013 OTA Winter Conference

Health & Safety: Darlene Steele has retired. Susan Helterbran will now handle recycling efforts in Madison Co., Shelby Co., and Champaign Co. County Commissioner, David Dhume, will be attending the Health Dept. meeting on Monday 1/14/2013 to discuss the payment for the roof issues. Ishmael will talk with Steve Pronai about donating to the Health Dept. Pleasant Township gave money to the Health Dept. Ishmael talked with Mike Boerger, who said that many Townships are not donating to the Sheriff's Dept., as was discussed before. Harbage and Schrock said we should wait, there may be monies coming from the new casino in Columbus. Ishmael reminded that the Commissioners will get the money 1st then distribute to the Townships. Ishmael said that Schrock should contact Heidi Fought with OTARMA to receive emails on current legislations.

Fire: There were no meetings since our December 21st budget meeting.

Zoning: Ishmael said that he misunderstood the zoning request by Ron Winn and Larry Phelps. There would be 2 buildable lots on the property they are proposing on Amity Pike. Ishmael said that the Mahoney property in Amity belongs to Fannie Mae, the Wightman property is almost done. There is a load of wood in front of the LeMaster property, not sure if that is there to block the foundation.

RECORD OF PROCEEDINGS
CANAAN TOWNSHIP TRUSTEES OF MADISON COUNTY OHIO
2013 ORGANIZATIONAL SESSION

Held: January 8, 2013 7:15 PM – 8:30 PM Page 2 of 2

Roads: Schrock said we have been plowing snow and have had 2 issues with the IH Truck. They contacted Larry Gingerich who took care of the repairs. The County covered our roads and we were back to work by 3:00pm Monday. Eli Gingerich was out busting up the ice in the cul de sacs where no grits were spread. Schrock said he gathered the maintenance information on the IH Truck and is planning on reorganizing those records. Ishmael said that this is the last year for the JD Tractors; it is scheduled to update the tractors in 2014 to remain under warranty. Schrock said he will work on getting tractor information to discuss at future meetings. The Trustees discussed the issues with the IH Truck. It was purchased in 1996 and has 38546 mi. Schrock would like to research information on a truck. He suggested getting rid of the pickup and purchasing a 1ton truck w/ a dump bed. Schrock talked with Levin Hutson with the County, many of the Townships are going to this kind of truck. It could be used at the Cemetery, on the cul de sacs and at crossroads. Schrock said he will gather information at the OTA trade show.

Cemetery: Eli Gingerich and Pete Hammond cleaned up around the outside of the fence before the snow arrived. The Trustees discussed which projects should be considered for 2013. Ishmael said we could rent a seeder and do it ourselves. Harbage said that Hostetler would work the ground for us. Schrock suggested contacting the county to see if they would be interested in putting in the drive for the Township. The Trustees plan to purchase an auger, maybe used; they will check Green & Sons, too. Ishmael asked if Harbage had spoken to John Lewis. Harbage said he tried 3 times but did not get a hold of him. Harbage said there is a water problem in the Cemetery building with water coming in under the overhead door. This is the 1st time this has been mentioned. Schrock said he will contact Don Price to come look at the problem. The Trustees will check the Cemetery layout and discuss the cremation lots at next month's meeting. The monument that was knocked over was fixed. Roby Memorials donated the glue. Schrock welded hooks on the bucket of the Bobcat.

Building: Beachy said that the Scouts would like to use the building on the 2nd Wednesday of the month as well as the last Thursday. The Trustees agreed this would not be a problem. Ishmael contacted Tim Kronk about the food box left in the foyer. Mr. Kronk said he will remove the box after each 4-H meeting.

Misc: Schrock said that the Township needs to invest in some tools for the shop and the Cemetery. After some discussion, Schrock moved and Harbage seconded to spend no more than \$600.00 on tools for the shop and Cemetery. Roll Call: Harbage yes, Ishmael yes and Schrock yes. Schrock said that he will help Gingerich get organized with equipment maintenance. Ishmael asked Mr. Rose if he had anything to discuss with the Trustees. Mr. Rose said that he has a seeder that he would donate to the Township if it was needed. It is too big for our equipment. The Trustees thanked Mr. Rose for his offer. Next month's meeting will be held on Monday, February 4 at 7pm in the Township meeting room.

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

_____ Trustees _____
Fiscal Officer _____

RECORD OF PROCEEDINGS

CANAAN TOWNSHIP TRUSTEES OF MADISON COUNTY OHIO

2013 REGULAR SCHEDULED SESSION

Held: July 1, 2013 7:00 PM – 7:30PM

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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:

Draft copies of the May 6, 2013 regular meeting had been delivered to the Trustees in advance of the meeting. Harbage moved and Schrock seconded that the minutes be approved 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 June 30, 2013 "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 2013 Activities Report" was reviewed by the Trustees. (See attachment).

The trustees approved with their signatures:

Resolution 2013-7-1 See Resolution Book

*Misc Expenses

Resolution 2013-7-2 See Resolution Book

*OTA BWC Managed Care plan

The following items were discussed:

Health & Safety: Schrock spoke with Mary Ann Webb at the health department, and she indicated they were getting ready for the Madison County Fair. They will have 2 booths, 1 for the Ohio Highway Patrol "Click It or Ticket" program. The second booth will conduct blood pressure screenings. She also indicated that they will be conducting a phone survey soon. Survey should only take about 15 minutes to complete. The Flu vaccines for this winter are already on order.

Zoning: Ishmael received a call from resident Chris LeMaster's concerned about the proposed 6' fence being constructed between the Amity Baptist Church and the neighbors to the north, the Noland. After speaking with Mr. Lemasters, the two neighbors were able to come to an agreement without further involvement.

Mr. Noland has spoken to Dave Hughes at the Madison County Zoning board, and indicated he was in the process of cleaning up his property, but will need some time. Lemaster is also working on cleaning and repairing the property previously owned by the Mahoney's. No communications from Aitchison property being cleaned.

The Amity Bridge situation seems to be resolved. The county planted poles along embankment, and the property owner to the south removed the tree with the platform and ropes. No swimmers have been sited since.

Fire: No news on the delivery of the squad. Scheduled delivery was set for October. Ishmael will notify the board if a plant visit is scheduled.

Roads: Schrock indicated the 2nd round of ditch mowing is complete. He's instructed the Eli Gingerich to begin maintenance of the mowers before the next round of mowing begins. On July 2nd the IH truck is scheduled for a thorough review by Lawrence Gingerich of needed repairs needed before snow season. Schrock we get estimate first before approving any work.

Schrock meet with Jerry Audrey regarding the purchase of a 4-5 ton truck. Jerry will quote a Ford F550 using state bidding. Truck should be equipped with a small dump, blade, and spreader. Ishmael asked if finding a used truck was possible? Schrock indicated that it wasn't discussed, but he would look into the possibility.

Ishmael asked if there was any spraying being done on Amity, west of Plain City Georgesville Rd, as he witness dead leaves on many of the trees along the ditch. Schrock indicated that no spraying had been done on Amity, but also noticed this situation along other roads in the county.

RECORD OF PROCEEDINGS

CANAAN TOWNSHIP TRUSTEES OF MADISON COUNTY OHIO

2013 REGULAR SCHEDULED SESSION

Held: July 1, 2013 7:00 PM – 7:30 PM

Page 2 of 2

Cemetery: Harbage indicated that since Kuhlwein will start providing gas services at the cemetery and building that it new keys and locks needed to be purchased. Mowing is down to once a week with the lack of rain.

A couple of months ago, Levin Hudson found the field tile in the new part of the cemetery. Harbage indicated he will insure the hole does not get covered

Ishmael stated that when he and Schrock mowed the cemetery for Hammond while he was on vacation, that a lot of grass clippings was being left on the shoulders of headstones. Was wondering if we needed to purchase a hand held blower to remove after mowing. Ishmael volunteered to drop of his blower for Hammond he would want for this purpose.

Ishmael received a quote from Ace Sealing to fill and seal both the township building (\$1,815) and cemetery drive (\$698). Ishmael felt the township building only needed to have the cracks fill at this time and that we pay to have the cemetery cracks filled and sealed. Ishmael moved, Harbage seconded to spend no more than \$1200 to only fill the cracks in the township parking lot, and fill the crack and seal the cemetery driveway. Roll Call: Ishmael yes, Harbage yes, Schrock, yes.

Building: Ishmael noticed that the carpet in the meeting room was in need of cleaning. He instructed Gingerich to schedule the carpet to be cleaned in July, since there were no meetings or rentals scheduled. Ishmael said that given the amount of rains we've had this summer, putting out the watering bag for the trees would not be necessary. The new flowers purchased for the foyer seem to be doing well in that location.

Misc: Next month meeting is scheduled for August 8th, 2013.

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

Fiscal Officer

Trustees _____

RECORD OF PROCEEDINGS

CANAAN TOWNSHIP TRUSTEES OF MADISON COUNTY OHIO

Meeting to Discuss Appointment of Fiscal Officer

Held: July 26th, 2013 7:02 PM –8:40 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 and Don Schrock
Fiscal Officer:
Visitors: Becky Arnott
Kimberlie Schrock
Jeff Phipps
William McMillen
Phyllis Sparks

Chairman Ishmael opened the meeting.

Administrative:

Harbage moved and Schrock seconded, the reading of the minutes and approval of last month meeting be held until the following regular meeting. **Roll Call:** Ishmael yes, Harbage yes and Schrock yes.

Ishmael addressed the guest and those interested in being appointed to fill the position of Fiscal Officer due to the unexpected passing of the current Fiscal Officer, Lisa Beachy. He explained the Ohio Revised Code required the board to appoint a successor within 30 days or a fiscal officer would be appointed by a municipal court judge. He also advised regardless of who the board appointed, that those interested in serving the office during the unexpired term, must file a petition with the Madison County Board of Elections by August 7th, 2013 to be added to the November 5th 2013 general election ballot. He indicated that no decisions would be made at this meeting, and that the purpose of the meeting was to hear from all who were interested and give them an opportunity to address the board present their qualifications. A meeting on July the 30th was set by the board to appoint a new Fiscal Officer.

Candidates Presentations:

In the interest of fairness to all the candidates, Ishmael asked if all would agree that each candidate take turns speaking to the board individually, while the other candidates waited outside the meeting room. He also asked that Phyllis Sparks join the board as an advisor during to each candidate's presentation, since she held this position prior to Lisa being elected. All candidates agreed with the proposed process.

Candidates were presented in the following order, as agreed between the candidates: Becky Arnott, Kimberlie Schrock, William McMillen and Jeff Phipps.

Misc.:

Ishmael asked Sparks if she would be willing to meet him to on Monday July 29th at 2:00pm to help the trustees organize the documents and prepare for the next regularly scheduled meeting. She agreed. Next meeting will be held on Tuesday, July 30th at 7pm in the Township meeting room.

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

Fiscal Officer

Trustees

RECORD OF PROCEEDINGS

CANAAN TOWNSHIP TRUSTEES OF MADISON COUNTY OHIO

Meeting to Appoint a Fiscal Officer

Held: July 30, 2013 7:00 PM –8:00 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 and Don Schrock
Fiscal Officer:
Visitors: Phyllis Sparks
Kimberlie Schrock
Jeff Phipps
Becky Arnott

Chairman Ishmael opened the meeting.

Minutes Approved:

Harbage moved and Schrock seconded to suspend reading and approval of the minutes and suggested they be reviewed and approved with the regular July 1st and July 26th meeting at the next regularly scheduled meeting.

Roll Call: Ishmael yes, Harbage yes and Schrock yes.

Open Session:

Ishmael asked the candidates that were present if they wanted to address the board before the board members went into executive sessions. No candidates needed to address the board. The board members were asked if they had any additional questions for the candidate, and no additional questions were asked.

Executive Session:

Given that no additional question were needed from either candidates or board members, At 7:03pm Ishmael moved and Schrock seconded, that the board go into executive session to discuss personnel matters pursuant to Ohio Revised Code, 121.22. **Roll Call:** Ishmael yes, Harbage yes and Schrock yes. All guests were asked to leave the room, with the exception of Phyllis Sparks, who was asked to stay as an advisor.

At 7:27pm, Ishmael moved and Harbage second to come out of executive session. Roll Call: Ishmael yes, Harbage yes and Schrock yes. The guests in attendance were asked to return.

Nominations of Fiscal Officer:

Harbage moved and Ishmael seconded, to appoint Becky Arnott as Fiscal Officer. Schrock moved to appoint Kimberlie Schrock as Fiscal Officer. Schrock motion did not go forward for lack of support. Roll: Ishmael yes, Harbage yes and Schrock no.

2013-7-3 See Resolution Book
*Nomination of Fiscal Officer

Ishmael advised the candidates that if they still had an interest in being the Fiscal Officer, that they would have to elected, and needed to file a petition with the Madison County Board of Elections by Aug. 7 2013 to be placed on the ballot of the upcoming Nov. 5th 2013 general election. Ishmael moved and Harbage seconded, to contract Lila Stewart (fiscal officer – Pike Township) and Phyllis Sparks at a rate of \$15.00 per hour each, and not exceed \$2000 to help train the newly nominated Fiscal Officer. Roll Call: Ishmael yes, Harbage yes and Schrock yes.

2013-7-4 See Resolution Book
*Contract to Train new Fiscal Officer

Misc.

Next month's meeting will be held on Monday, August 12th at 7pm in the Township meeting room.

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

Fiscal Officer

Trustees

RECORD OF PROCEEDINGS

CANAAN TOWNSHIP TRUSTEES OF MADISON COUNTY OHIO

2013 REGULAR SCHEDULED SESSION

Held: June 3, 2013 7:00 PM – 8:00 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: George Roby and Eli Gingerich

Draft copies of the May 6, 2013 regular meeting minutes had been delivered to the Trustees in advance of the meeting. Harbage moved and Ishmael seconded that the minutes be approved 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, 2013 "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 2013 Activities Report" was reviewed by the Trustees.
(See attachment).

The trustees approved with their signatures:

- Resolution 2013-6-1 See Resolution Book
 - *Misc Expenses
- Resolution 2013-6-2 See Resolution Book
 - *OTARMA Small Township 3year guarantee
- Resolution 2013-6-3 See Resolution Book
 - *2011-2012 no payroll adjustment
- Resolution 2013-6-4 See Resolution Book
 - *2013 no payroll adjustment
- Resolution 2013-6-5 See Resolution Book
 - *Donation to de-rock the new Cemetery property
- Resolution 2013-6-6 See Resolution Book
 - *flowers for Township Bldg and Cemetery
- Resolution 2013-6-7 See Resolution Book
 - *Bonacci refund Cemetery lot

Fiscal Officer Beachy told the Trustees that we have received the final draft of the 2011-2012 Audit; it is also available online to review. Beachy told the Trustees that we will be receiving new computer equipment in July and can choose from a desk top computer or a laptop. Beachy will choose the laptop so that it can be better secured when not in use. The old equipment will belong to the Township to keep or donate.

The following items were discussed:

Health & Safety: Schrock went over the letter received from Ms. Webb regarding the questions we had at our last meeting and the information on the dental program.

Zoning: Ishmael said that Dave Hughes has sent letters to the property owners in Amity. There is an issue with the property on PC Georgesville with dumpsters on the property. It is time for a zoning variance if this will continue to be used for business purposes. John and Beth Rihl have asked for a zoning variance to build a pole barn on their property, there was no objections from the Trustees. Ishmael said that Larry Phelps has given 1 plot to his daughter on Amity Pike and sold the other to Ron Winn.

Fire: Nothing to Report

Roads: Schrock said that the 1st mowing of the season is complete. They have started on the second on the west side. They haven't had any issues so far. The Trustees said that they are not mowing far enough into the ditches and missing a lot of grass on the top by the farm fields. They need to do a better job. Schrock would like to take the IH Truck to Larry Gingerich for a complete overview and get an estimate on any needed repairs or maintenance. Schrock has tried to get in contact with Jerry Audrey about truck pricing and has a meeting with him on Tuesday. Schrock talked with Gary Miller about the Amity Pike bridge problem again. The County plans to put up more NO Parking signs and the posts were installed to prevent anyone driving to the Big Darby through the ditch area. It is up to the land owners to contact the Sheriff's office to prosecute the trespassers. We received a call about a phone box knocked over on Hayden Run Rd. and Schrock called the homeowners and they said that it was knocked over last fall so when we mowed we did not see it. Ishmael asked if we should hire anyone to work a couple of weeks in the spring and fall to help keep up with the mowing. Schrock said he would keep it in mind.

Cemetery: Shiloh Mennonite Church Youth Group came to de-rock the new Cemetery property. The grass is coming up nicely and Hilliard Lawn & Garden let us use one of their mowers to mow the new property. Ishmael got flowers and the 4-H group planted some around the circle at the Cemetery. Hammond got the Chad Boggs brass plate installed. Harbage went to the County and picked up 2 flag signs. The Trustees noticed that we are getting a lot of grass clippings on

RECORD OF PROCEEDINGS

CANAAN TOWNSHIP TRUSTEES OF MADISON COUNTY OHIO 2013 REGULAR SCHEDULED SESSION

Held: June 3, 2013 7:00 PM – 8:00 PM

Page 2 of 2

Cemetery: the monuments and wondered if a hand blower would be useful to clean them off. They agreed to let Hammond decide if he would like a back pack blower or a hand held blower. Beachy asked the Trustees if it would be ok if Brenda Eulett could purchase 2 graves near her son, Chad Boggs and make payments. She has been very prompt with her payments for her son's grave. The Trustees agreed that this would be ok. Harbage contacted Darryl Miller about the drainage issue but has not met with him yet. Levin Hutson contacted Ishmael and the trustees met him at the cemetery and identified where the drainage tiles were located on the new part of the property. Levin located and dug a tile that could be used for the proposed drain boxes at the ditch.

Building: Ishmael purchased plants for the Township pots and for the Cemetery from Yonie's Greenhaus. He also replaced some of the plants in the foyer. Eli Gingerich asked if we will water the lawn this year if it gets dry. Ishmael said no but to use the gator bags on the trees to water.

Misc: Next month's meeting will be on Monday, July 1, 2013 at 7pm. Beachy told the Trustees that she will be on vacation June 15-27th. Ishmael will be gone July 5-14th.

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

Fiscal Officer

Trustees _____

RECORD OF PROCEEDINGS

CANAAN TOWNSHIP TRUSTEES OF MADISON COUNTY OHIO

2013 REGULAR SCHEDULED SESSION

Held: March 4, 2013 7:00 PM – 8:15 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: Darryl Beachy, Eli Gingerich and Tim Suter

Draft copies of the February 4, 2013 regular meeting minutes had been delivered to the Trustees in advance of the meeting. Harbage moved and Schrock seconded that the minutes be approved 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 February 28, 2013 “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 2013 Activities Report” was reviewed by the Trustees. (See attachment).

The trustees approved with their signatures:

Resolution 2013-3-1 See Resolution Book

*Misc Expenses

Resolution 2013-3-2 See Resolution Book

*Gutter installation @ Big Darby Cemetery Bldgs

Tim Suter with First Energy stopped in to update the Township on the upcoming transmission line passing through Madison Co. He wanted to let us know that the forestry guys are coming south from Shawnee Hills to clean up trees. The Board will meet next Monday regarding the route from London to Springfield which will be installed first. Harbage mentioned that Mr. Suter will be at the Lion’s Club meeting next Thur., March 14th if anyone is interested.

The following items were discussed:

Health & Safety: Health Dept. personnel will be at the County Township Assn meeting next Monday, March 11th. Ms. Webb asked if the Trustees will support Teresa Ames to be appointed to the Health Dept. Board. She wanted to thank the Trustees for their support of the dental program.

Zoning: Ishmael talked with Dave Hughes about the remaining Phelps properties. Phelps does have 3 potential buildable lots. Phelps has been clearing these properties of overgrown fence rows and trees. Ishmael said that he will call the Sheriff tomorrow regarding a problem with a property located at the corner of Amity Pike and PC Georgesville Rds. The resident is putting debris on the corner by the telephone pole so drivers will not drive on his property. Ishmael said that the LeMaster property in Amity is cleaning up the wood and intends to put a fence up around the open foundation. Ishmael has received complaints about the property across the street and plans to talk with Dave Hughes. The Amity Baptist Church bought the Mahoney property next to the church.

Fire: Ishmael said that there have been 2 meetings since we met last. They are in the process of negotiating the Union contract. They are asking for a 5% raise for 1, 2, and 3 years. The Board countered with a 2.5%, 2.5% and 3% to stay in line with inflation. They also receive compensation based on length of service. The Fire Dept is still looking into upgrading the computer and internet systems. The Chief went to the local schools with the EMS and Sheriff’s Dept. to look at lock down policies. Ishmael talked with a lieutenant about the NIMS program. If not followed there is a risk of not receiving federal funds. A Firefighter who teaches at Tolles has volunteered to teach a class. Ishmael will continue to look into this program.

Roads: Schrock reported that there were no breakdowns this month! Spring cleanup has been scheduled for Sat., April 13th. The United Bethel Youth Group will be doing the cleanup again this year. Schrock will call A&J Containers for a price for a trash container. He contacted Roger @ JD Equipment about the JD tractors and Roger asked if he could check back in a couple of months due to it being very busy right now with spring planting. Buckeye Ford said they are busy right now with state contracts if we could check back after May. Schrock will contact Levin Hutson about large ruts along the road on Lucas by Beech bridge.

Cemetery: The gutters were installed on the buildings at the Cemetery. This should help with water drainage. They will need to check the inside of building for any additional water damage. Harbage gave the Trustees the bids from Bobcat for the auger and will still look into a used one. After further discussion, Ishmael moved and Schrock seconded to spend no more than \$2,200.00 for a 15 inch auger unless a used one comes available. Roll Call: Ishmael yes, Harbage yes and Schrock yes. After discussion about the foundation installations, Ishmael moved and Harbage seconded to charge \$100.00 to use the Township auger to dig the hole for

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CANAAN TOWNSHIP TRUSTEES OF MADISON COUNTY OHIO
2013 REGULAR SCHEDULED SESSION

Held: March 4, 2013 7:00 PM – 8:15 PM Page 2 of 2

Cemetery: the foundation and it must use a 2x4 form at ground level to finish. Roll Call: Ishmael yes, Harbage yes and Schrock yes. Beachy will update the Foundation permit form to incorporate this new information. Beachy asked if a Linda Bugg dropped off a Cemetery deed to Hammond or Harbage. Harbage said he has not heard of anything. Beachy will contact Ms. Bugg and find out more details. Harbage said that he sold 6 graves to a local resident. Ishmael asked if Harbage gave John Lewis his paperwork. Harbage said Mr. Lewis was not home when he dropped off the paperwork. The trustees discussed the drainage issue behind the parsonage. Harbage said he will contact the Soil Conservation Service to see if they would come out and survey and advise the Township on how best to drain the area. Ishmael said that if we want to seed this spring we need to consider this at next month's meeting. Ishmael asked Harbage if he was in contact with Rev Miller and Harbage said he had and that Rev Miller was not happy with the board's decision. Hammond will be on vacation 3/9-17/2013. Ishmael asked Harbage why the Cemetery was torn up again by the IH Truck. Harbage replied that we had 2 burials last month. Ishmael reminded Harbage that we agreed to borrow the planks from Darby Township during wet conditions to protect the grounds from the heavy equipment. Furthermore, if the planks proved effective, we would consider purchasing a set for ourselves. Eli Gingerich asked if we could get some topsoil for the Cemetery to refill graves. Ishmael moved and Harbage seconded to spend no more than \$1,000.00 on topsoil for the Cemetery. Roll Call: Ishmael yes, Harbage yes and Schrock yes.

Building: Ishmael said that he ordered a new set of flags for the Township and Cemetery. He asked if the flags can be hemmed when they start to fray. He was told that as long as they remain a rectangle the flags can be hemmed. Harbage will pick up the flags and his wife, Roseann will hem the flags. Schrock asked if we can fix the pavers by the front entrance, they are sagging and water stands when it rains. This is unsafe for people entering the Township building. Eli Gingerich asked about fertilizer for the Township lawn and the Cemetery. He also wants to spray the guard rails and behind the guardrails to avoid any weed eating this year. It takes 8 bags at the Township and 14 bags at the Cemetery. After further discussions, Schrock moved and Ishmael seconded to spend no more than \$1,100.00 to fertilize the Township and the Cemetery and to spray the guard rails and behind the guardrails. Roll Call: Ishmael yes, Harbage yes and Schrock yes.

Misc: Beachy asked if we could move next month's meeting to Tues., April 2nd, 2013 at 7:00pm. The Trustees did not have a problem with this date. Beachy will notify The Madison Press with the new meeting date.

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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CANAAN TOWNSHIP TRUSTEES OF MADISON COUNTY OHIO

2013 REGULAR SCHEDULED SESSION

Held: May 6, 2013 7:00 PM – 9:15 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, Brian Lapp and Mary Ann Webb

Draft copies of the April 2, 2013 regular meeting had been delivered to the Trustees in advance of the meeting. Harbage moved and Schrock seconded that the minutes be approved 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 April 30, 2013 “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 2013 Activities Report” was reviewed by the Trustees.
(See attachment).

The trustees approved with their signatures:

- Resolution 2013-5-1 See Resolution Book
 - *Misc Expenses
- Resolution 2013-5-2 See Resolution Book
 - *Spring 2013 Road cleanup & container
- Resolution 2013-5-3 See Resolution Book
 - *Seed, till, fertilize & seeder rental for new Cemetery property
- Resolution 2013-5-4 See Resolution Book
 - *OTARMA insurance renewal 2013-2014

Fiscal Officer Beachy presented the Trustees with the OTARMA 2013-2014 insurance renewal. OTARMA has offered a 3 year lock in for Small Townships. Harbage moved and Schrock seconded to sign the Small Township 3 year lock in rate. Roll Call: Ishmael yes, Harbage yes and Schrock yes.

Fiscal Officer Beachy said that the Audit of the 2011-2012 paperwork went well. She presented the Trustees with paper work to sign after they reviewed the Audit draft. Beachy explained that the Auditor said that the payroll was under paid for 2011-2012. Beachy calculated the payroll for the Trustees and Fiscal Officer based on the appropriations instead of the total resources available. It is ok to underpay as long as it is noted in the minutes and is agreed to by the board. After discussion, Harbage moved and Schrock seconded to leave the payroll for the 2011-2012 alone and to not back pay. Roll call: Ishmael yes, Harbage yes and Schrock yes. Beachy further explained that the Trustees and Fiscal Officer are under paid for the 2013 fiscal year. The Auditor said that it is ok to under pay as long as it is noted in the minutes and is agreed to by the board. No changes need to be made to the 2013 budget at this time. After discussion, Ishmael moved and Schrock seconded not to increase the salary for the 2013 fiscal year and will discuss the issue for the 2014 fiscal year at the yearend budget meeting. Roll call: Ishmael yes, Harbage yes and Schrock yes.

The following items were discussed:

Health & Safety: Mary Ann Webb stopped in for her annual visit. She plans to distribute a monthly report to those who contributed to the Dental fund. Harbage asked if things were improving and Mrs. Webb said she is not sure. She recommended a whooping cough vaccination if adults will be around small children. The Dept. received a Public Safety Grant for a “Click It or Ticket” program. They plan to have a booth at the Farm Science Review. They will have a booth at the Madison Co. Fair about distracted driving. The Health Dept has an active 211 hotline.

Zoning: Ishmael said that the LeMaster property in Amity has a fence up. Hughes has sent a letter to the property owner north of the Amity Baptist Church. No response from the letter sent to Aitchison.

Fire: Ishmael said the new squad is expected in September 2013. The part-time firefighters got a pay increase from \$9.25 to \$10.00. The Fire Dept. is still waiting on bids for the network system. The water rescue boat training is done. Harbage suggested reminding the community that they can get the green mailbox number signs from the Fire Dept. Ishmael said that a resident has come forward to donate property for the proposed fire substation. Ishmael said that the new chief is doing a good job. The bond on the firehouse has 7 years left and they are considering refinancing to a lower rate.

Roads: Ishmael said that the swimmers are back at the Amity Pike bridge. The logs have been moved by the property owner. Beachy said that the graffiti has been painted on the bridge. Schrock said that mowing of the ditches started 4/17/2013. The east side is done and they are working on the west side. They are using the high speed mower at this time since the ditches are too wet. The United Bethel Youth Group did a good job cleaning the ditches on Sat. 4/13/2013. Schrock will contact A&J Container regarding the two (2) \$50 dump fees charged this year. Schrock plans to follow up on pricing for trading the tractors and truck information. Schrock said he received the police report on the IH Truck accident and Beachy said she received a letter that the claim was settled and closed.

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Cemetery: Harbage brought the survey from the Madison Co. Soil and Conservation Service of the drainage issues in the Cemetery. The new property was seeded in April and the grass seed is coming up very well. Eli Gingerich said that there are a lot of rocks that need to be picked up. He suggested offering this to a group as a fund raiser. After further discussion, Ishmael moved and Harbage seconded to donate \$500.00 to de-rock the new property. Roll call: Ishmael yes, Harbage yes and Schrock yes. Beachy said she will contact the Boy Scout group to see if they are interested. Harbage said that Hammond will be on vacation 5/22-29/2013. He will mow and place flags before he leaves. If there are any problems, Gingerich and Roby can take care of the Cemetery. Harbage said the Chad Boggs marker has arrived and needs to be placed before Memorial Day. Gingerich said that the pulleys and spindles were replaced on the Cemetery mower and we may need to consider trading next year. Beachy said she was contacted by Tony Bonacci's brother about selling their 4 graves back to the Cemetery as they will to be buried elsewhere. Ishmael said that Ohio Revised Code states that an owner must sell their graves back to the Cemetery for the price they paid. Harbage moved and Schrock seconded to pay Tony and Elaine Bonacci \$600.00 for their 4 graves purchasde from the Big Darby Cemetery on 8/2/2004. Roll call: Ishmael yes, Harbage yes and Schrock yes. Gingerich will check the wall behind the air compressor in the white building to check for any water damage.

Building: Beachy said she was told by one of the renters that there were ants in the kitchen area. We may need to put some ant traps around. Ishmael said he would like to fill the pots again with flowers and asked if Harbage wanted flowers around the circle at the Cemetery. Ishmael moved and Harbage seconded to spend up to \$200.00 on flowers for the Township pots and the Cemetery circle. Roll call: Ishmael yes, Harbage yes and Schrock yes. Gingerich plans on fixing the pavers by the entrance door and Ishmael wants him to look at the downspouts. Ishmael said the birds are back to nest and suggested that Gingerich put a screen over the vent before the birds can nest.

Misc: Next month's meeting will be Monday, June 3, 2013 @ 7pm. Beachy said that the meeting in July is on the 1st and we may consider moving the time up. We can finalize at the June meeting.

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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CANAAN TOWNSHIP TRUSTEES OF MADISON COUNTY OHIO

2013 REGULAR SCHEDULED SESSION

Held: November 4, 2013 7:00 PM – 8:25 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: Rebecca L. Shipley-Arnott
Visitors: Kimberlie Schrock, Eli Gingerich, Darryl Beachy & Gary St. Clair

Draft copies of the October 7, 2013 regular meeting had been delivered to the Trustees in advance of the meeting. Ishmael reminded the trustees that meeting minutes are available at least one week prior to each meeting and that corrections should be to the fiscal officer prior to the meeting day. Harbage moved and Ishmael seconded that the minutes be approved 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 Shipley-Arnott presented the October 31, 2013 "Richwood Bank Reconciliation and Fund Balances" report that the Trustees reviewed and approved with their signatures. Ishmael asked if there were any outstanding warrants and Fiscal Officer Shipley-Arnott responded "no". Ishmael asked if there was a bank balance to cover the presented checks, to which Fiscal Officer Shipley-Arnott responded "yes". Purchase orders and checks were signed.

Administration: The Fiscal Officer's "October 2013 Activities Report" was reviewed by the Trustees. (See attachment).

The trustees approved with their signatures:

- Resolution 2013-11-1 See Resolution Book
 - *Misc Expenses
- Resolution 2013-11-2 See Resolution Book
 - *Purchase Gear Box
- Resolution 2013-11-3 See Resolution Book
 - *Purchase Alternat Lawn Boards
- Resolution 2013-11-4 See Resolution Book
 - *Reimbursement for Eli Gingerich
- Resolution 2013-11-5 See Resolution Book
 - *Contract with Rebecca L. Shipley-Arnott

Fiscal Officer Shipley-Arnott informed the trustees that the Township received a letter from Richwood Bank advising that our Active Funds currently exceed the amount agreed upon in the Memorandum of Agreement for Deposit of Public Funds for the period April 1, 2012 through March 31, 2017. After further discussion, the trustees postponed a decision until the December Meeting, to allow information from next year's budget to be taken into consideration.

Visitor Kimberlie Schrock provided the trustees with a presentation on internet service for the Township Building. General information, cost, availability and company comparisons were all included. The trustees decided to invite Time Warner out to have a site evaluation and to check into bundling our telephone and voice services and to let them know that we are a government agency.

The following items were discussed:

Health & Safety: Schrock said that Flu Shots are available. He also reported that The Madison County Health Department is looking for a new Sanitarian or Sanitarian-in-Training.

Zoning: Ishmael reported that the biggest issue is still the Pascika/Orr property on Plain City Georgesville that is operating a business. This property has had issues with trash burning about three days per week and now someone is living in an RV at the back of the property. Letters have been sent out to the property owners. Ishmael provided an update on the three properties from the zoning appeals filed with the county: Frazier at 7980 Price Hilliards did get approval; Thornton on Smith-Calhoun did get approval; and Wheeler at 8159 Amity Pike was just making sure that the individuals purchasing the property could include farm animal vet services at this location.

Fire: Ishmael reported that he had emailed the Fire Board Minutes to the Trustees from the last meeting and that the next meeting will be November 14th. He also said that Open House to celebrate the 20th Anniversary for the Pleasant Joint Fire District was a success. He added that the New Medic will not be ready until November and that an appointment may be scheduled to go see the new vehicle. Ishmael said that next month the Fire District should have the analysis of the location for the new substation to determine if this is the best site for a substation.

Roads: Schrock reported that Roger from JD Equipment said the new tractors should be delivered in mid-December.

Schrock stated that the brass gears in the salt spreader were just about worn out. A new brass gear box will cost about \$700.00 plus shipping. All new gear boxes are going to stainless steel and a stainless steel one costs approximately \$3000.00. However the old brass gear box lasted

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Roads: about 16 years. Therefore, the trustees decided to purchase a new brass gear box.
(con't) Harbage moved and Schrock seconded that the township spends no more than \$800.00 for a new brass gear box. Roll Call; Ishmael yes, Harbage yes and Schrock yes.

Schrock reported that the snowplow is ready to go. In addition to the other maintenance, the u-joint also had to be repaired while in was in the shop, but the repairs still came in under budget.

Harbage asked if the Township was done mowing for the season. Schrock said he would check after the rain this week and decide if any further mowing would be done.

Cemetery: Harbage reported that there would be a burial tomorrow for a non-resident (David Persons) and that he would also speak with Darryl Miller about installing tiles in the new section. Ishmael asked that if the truck appears to be leaving any marks in the cemetery during the burial preparations to borrow Darby's planks to avoid damaging the grounds, which would lead to repairs.

Harbage asked to purchase metal stacks to put in ground to help locate graves in the snow and two more sheets of plywood to pile dirt during burials. The Trustees agreed. Harbage moved and Schrock seconded that the Township reimburse Eli for these purchases which will be made on his credit card. Roll Call; Ishmael yes, Harbage yes and Schrock yes.

Harbage provided general and cost information on Alternamat Lawn Boards which will be used in the cemetery during burials to eliminate damage to the grounds. They lock in place to provide a solid roadway for heavy vehicles while preventing them from getting stuck or making ruts. Harbage indicated that 30 mats would be needed at a cost of \$167.00 each. Schrock moved and Harbage seconded that the township spends no more than \$6000.00 for 30 Alternamat Lawn Boards from Holland Supply Inc. Roll Call; Ishmael yes, Harbage yes and Schrock yes.

Building: Ishmael reported that the water cooler in the township building had been repaired but still was not sure it is functioning properly. He asked that anyone in the building try to pay attention to see if it runs continuously, which cannot be normal. He also said a new one would cost approximately \$600.00.

Ishmael said that the floors had been stripped and waxed. However, the floors still appear to have stains and will never look any better. He asked that the Trustees consider putting in ceramic tile where it can be installed next year.

Ishmael also reported that the aeration and fertilizing had been done, that the sealer between the blacktop and concrete on the township building would need done again next year and that outside lights at the front and back doors of the township building were not working. Eli will contact Noah Miller to have the lights repaired.

Misc: Ishmael reported that we received the plaque for the Memorial Buckeye Tree in memory of Lisa Beachy. The tree dedication will be held November 11, 2013 at 4 pm.

Ishmael moved and Schrock seconded, to contract Rebecca L. Shipley-Arnott at a rate of \$15.00 per hour to help train the newly elected Fiscal Officer. Roll Call: Ishmael yes, Harbage yes and Schrock yes.

Next month's meeting will be held on Monday, December 2nd @ 7 pm. The Township's Annual Budget Meeting will be held on December 27th @ 1 pm. The Township Trustee's Christmas Party will be held December 9th at the Madison County Senior Center. Harbage moved that the meeting be adjourned and Schrock seconded. Roll Call; Ishmael yes, Harbage yes and Schrock yes.

_____ Trustees _____
Fiscal Officer

Date _____

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CANAAN TOWNSHIP TRUSTEES OF MADISON COUNTY OHIO

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Held: October 7, 2013 7:00 PM – 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:

Draft copies of the September 4, 2013 regular meeting had been delivered to the Trustees in advance of the meeting. Ishmael moved and Harbage seconded that the minutes be approved 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, 2013 “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 2013 Activities Report” was reviewed by the Trustees.
(See attachment).

The trustees approved with their signatures:
Resolution 2013-10-1 See Resolution Book
*Misc Expenses

The following items were discussed:

Health & Safety:

Zoning:

Fire:

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Roads:

Cemetery:

Building:

Misc:

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

Fiscal Officer

Trustees _____
