

RECORD OF PROCEEDINGS

CANAAN TOWNSHIP TRUSTEES OF MADISON COUNTY OHIO

2019 REGULARLY SCHEDULED SESSION

Held: February 4, 2019	7:00 to 8:30 PM	Page 1 of 2
------------------------	-----------------	-------------

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:	Don Schrock, Don Whitmer
	Fiscal Officer:	Kimberlie Schrock
	Visitors:	Pete Hammond

Chairman Ishmael called meeting to order. **Roll Call: Ishmael-yes, Schrock-yes, Whitmer-yes.**

Whitmer made a motion, seconded by Schrock, to approve the January 7, 2019, Organizational Session Meeting Minutes. **Roll Call: Ishmael-yes, Schrock-yes, Whitmer-yes.** Original file copy was signed by all.

Administrative

The Trustees reviewed the Fiscal Officer’s January 2019 Activity Report. (See attached).

The Trustees approved with their signatures:

- January 31, 2019, Bank Reconciliation/Fund Balances Report - Fiscal Officer Schrock reported that we have no outstanding warrants. Ishmael asked if there was money in the checking account to cover the presented checks, to which Fiscal Officer Schrock responded “yes.” Whitmer made a motion, seconded by Schrock, to approve the January 31, 2019, Bank Reconciliation. **Roll Call: Ishmael-yes, Schrock-yes, Whitmer-yes**
 - **Resolutions:**
 - **Resolution 2019-2-1 (See Resolution Book)** – to approve to authorize Fiscal Officer to pay invoices received and due between meeting dates to allow for timely payments of such expenses
 - **Resolution 2019-2-2 (See Resolution Book)** – to approve to reimburse Fiscal Officer mileage expenses for monthly trips to Richwood Bank and the Plain City Post Office for township business. **Roll Call: Ishmael-yes, Schrock-yes, Whitmer-yes**

Whitmer made a motion, seconded by Schrock, to approve warrants/electronic bill pay to cover payroll and non-payroll obligations. **Roll Call: Ishmael-yes, Schrock-yes, Whitmer-yes**

Action Items Register Fiscal Officer Schrock reviewed the January Action Items Register.

Health & Safety **It's time to Fight the Flu!**
 The flu is a severe respiratory illness that tragically kills between 3,000 and 49,000 Americans each year. Influenza usually peaks in December through February so this is the perfect time to get your flu shot and protect your entire family! With over 125 years of combined nursing experience, Madison County Public Health is the provider of choice for flu vaccines. THIS YEAR you can walk in any day with no appointment necessary for a flu shot. They can bill most insurance companies which results in a no-cost visit! Call 740-852-3065 and press option 3 for more flu information. Everyone is encouraged to get a flu shot this year!

Fire Ishmael reported that the Pleasant Valley Fire District (PVFD) are in negotiations with the union. The new Fire Marshal, Bryan Adams, begins his new role this month. The PVFD staff have completed elevator training. The PVFD has received the new Fire Chief vehicle for runs. Radios need installed in the new vehicle.

Zoning Ishmael reported that Madison County Prosecuting Attorney has filed paperwork to prosecute the US42 Flea Market for zoning violations. Noticeable improvements have been made to the Osborne property. On the radar for zoning violations include Canaan Township residents Aitchison on Lafayette Plain City Road, residents who live north of Plain City Georgesville Road and Amity, and residents on M.V. High Road.

Roads During the winter months we receive phone calls from Canaan Township residents that their mailbox has been knocked down by a snow plow. Our response to our residents is that the County is responsible for replacing/repairing their mailbox. Upon receiving the call, one of our Trustees will call the County on behalf of the resident and request that a mailbox be replaced/repared. The County is quick to respond to the request.

Roads (Contd.) Fiscal Officer Schrock received a phone call from Canaan Township resident John Lumpkin, 7580 Amity Pike, stating that his mailbox has been hit by a snowplow 4 times in 2 days. Mr. Lumpkin said he doesn't need his mailbox replaced or repaired. He just wanted us to know about it. Whitmer will follow up with Mr. Lumpkin.

Whitmer reported that the International Truck used for snowplowing broke down with an alternator problem. Wayne Gingerich said the alternator was "toast" and installed a new Delco alternator in the IH Truck. Schrock made a motion, seconded by Whitmer, to spend no more than \$400 to pay Wayne Gingerich for parts and labor to install a new alternator.

Roll Call: Ishmael-yes, Schrock-yes, Whitmer-yes.

Whitmer reported that the Ford F550 truck check engine light came on and is at the dealership for diagnostics and to replace the recall part. The Ford F550 truck is under warranty.

Cemetery Whitmer reported that we have to prepare a cemetery plot for a funeral this week.

Building Whitmer reported that the Generac generator is not working properly. Whitmer will contact J.D. Power Systems, where we purchased the generator, to request a senior technician diagnose the reason for the blown fuses and to get to the root problem. The blown fuses have been a recurring problem.

Ishmael stated that the sweeper has been repaired. Ishmael requested that Lead Employee Pete Hammond replace the hinge on one of the cabinet doors in the kitchenette and paint the legs and frame on the large table in the meeting room.

Ishmael stated that we will need to replace the carpeting in the meeting room this year. Fiscal Officer Schrock will bring rug samples to look at to a future meeting.

After some discussion, Ishmael made a motion, seconded by Whitmer, to spend no more than \$200 to purchase shelving for the bay area. **Roll Call: Ishmael-yes, Schrock-yes, Whitmer-yes.**

Miscellaneous The General Assembly has mandated new rules and regulations which tighten the way local government must account for its credit cards and credit card spending. To help combat credit card abuse in townships across Ohio, the Ohio General Assembly adopted HB 311, and Governor John Kasich signed it into law on August 2, 2018. House Bill 312 became effective on November 2, 2018, and every political subdivision, including townships, must comply by February 2, 2019.

According to these new rules, "credit card account" means any bank-issued credit card account, store-issued credit card, affinity credit card account, or any card account allowing the holder to purchase goods or services on credit, or any debit or gift card account related to the receipt of grant moneys. However, "credit card account" does not include a procurement card account, gasoline or telephone credit card, or any other card account where merchant category codes are in place as a system of control for use of the card accounts.

The Board of Township Trustees of any township that holds a credit card account on November 2, 2018, must adopt a written policy for the use of the credit card.

Canaan Township currently has a written policy on our credit card account. Fiscal Officer Schrock will forward our written credit card account policy to Madison County Prosecuting Attorney Pronai for review and to find out if we need to add anything else to our policy.

Whitmer moved that the meeting be adjourned and Schrock seconded. **Roll Call: Ishmael-yes, Schrock-yes, Whitmer-yes.** Meeting adjourned. The next Regularly Scheduled Session is scheduled for Monday, March 4, at 7:00 PM.

	Trustee
Fiscal Officer	Trustee
	Trustee