

RECORD OF PROCEEDINGS

CANAAN TOWNSHIP TRUSTEES OF MADISON COUNTY OHIO

2020 REGULARLY SCHEDULED SESSION

Held: June 1, 2020	7:00 to 8:30 PM	Page 1 of 3
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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 Whitmer
	Fiscal Officer:	Kimberlie Schrock
	Visitors:	Pete Hammond, Greg Stewart, Joe Wiese

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

Harbage made a motion, seconded by Whitmer, to approve the May 4, 2020, Regularly Scheduled Session Meeting Minutes. **Roll Call: Harbage-yes, Ishmael-yes, Whitmer-yes.** Original file copy was signed by all.

Administrative

The Trustees reviewed the Fiscal Officer’s May 2020 Activity Report. (See attached).

The Trustees approved with their signatures:

- May 31, 2020, Bank Reconciliation/Fund Balances Report - Fiscal Officer Schrock reported that we have three outstanding warrants. Ishmael asked if there was money in the checking account to cover the presented checks, to which Fiscal Officer Schrock responded “yes.” Harbage made a motion, seconded by Whitmer, to approve the May 31, 2020, Bank Reconciliation. **Roll Call: Harbage-yes, Ishmael-yes, Whitmer-yes**

- **Resolutions: (See Resolution Book)**

- **Resolution 2020-5-1** – to approve to spend no more than \$4,000 for new JOHN DEERE R240 disc mower from Koenig Urbana
- **Resolution 2020-5-2** – to approve to spend no more than \$450 to purchase touchless, automatic, wall-mounted hand sanitizer/soap dispensers for the township building
- **Resolution 2020-5-3** – to approve to add the requirement for renters to disinfect and sanitize all tables, door handles, and counter tops to the Canaan Township Rental Reservation Form
- **Resolution 2020-5-4** – to approve to pay Harold Yoder \$150.00 to repair the water leaks in the township building

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

Fiscal Officer Schrock reported that Delta Dental provided a Pandemic Relief Credit for this month’s Delta Dental premium. She also reported that the OTARMA CARES Program sent us a check for \$500 to provide some financial assistance during the coronavirus pandemic.

The OTARMA Board of Directors is pleased to announce the continuation of the risk control and risk management initiative MORE (Managing Ohio Risk Exposures) Grant Program in 2020. The MORE Grant assists Ohio townships in eliminating or preventing risk exposures that lead to liability claims and property losses. After some discussion, we will be submitting the 2020 MORE Grant Program application for hand sanitizer machines purchased for the township building and repairs to the Chevy Pickup Truck.

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

Health & Safety Madison County Public Health (MCPH) is working on Coronavirus (COVID-19) response every single day. You should monitor state and local news but rely on MCPH for reliable information on COVID-19 right here in Madison County. Information and guidance for COVID-19 changes daily.

Updated Sunday, May 29, 2020 at 2:05pm EST

136	16	152	20	7
Confirmed Cases in Madison County	Probable Cases in Madison County	Total Cases in Madison County	Hospitalizations	Deaths

*Totals include 57 inmates that resulted in 2 deaths. One case is a resident in a long-term care facility.

Health & Safety Contd.

45	1	89
Median Age of Cases In Madison County	Age of Youngest Case In Madison County	Age of Oldest Case In Madison County

*On occasion, you may find a difference between the numbers reported on the state web site and the Madison County Board of Health web site. Labs and doctors are continuously reporting cases. These numbers are a snapshot in time. Madison County Public Health is working hard to properly and thoroughly investigate cases and report accurate information.

Responsible Restart Ohio - Governor DeWine has announced that Ohio will reopen slowly to prevent spikes of COVID-19 cases. Certain business sectors have a specific date they are allowed to open, but only if they are able to follow certain health and safety protocols. This includes required face coverings for employees, health screenings, good hygiene, sanitizing workspaces, and limiting capacity for social distancing. Other sectors, such as entertainment and schools, are not allowed to reopen at this time. The full orders can also be read by following the State Orders link. If you have questions or a complaint about a business in regards to these orders, please submit them online at restartohio.madisonph.org.

The Ohioans Protecting Ohioans Urgent Health Advisory is strongly encouraging people to stay home as much as possible. Mass gatherings of 10 people or more are still prohibited. Everyone is strongly encouraged to wear face coverings and practice social distancing when out in public. Elderly people and other vulnerable populations should take additional precautions. The full advisory can be read by following the State Orders link.

- Fire** Ishmael reported that runs are way down. People tend not to want to go to the hospital during this coronavirus pandemic. The Pleasant Valley Joint Fire District is in the process of rotating turn out gear, which is the pass the expiration date.
- Zoning** Ishmael has been in contact with David Hughes, Madison County Zoning, regarding several permits in Canaan Township. A new home is being built on Carters Mill Road and Betty Roby's house has been torn down.

Canaan Township resident Greg E. Stewart, 8230 Lucas Pike, attended the meeting regarding his application for variance request regarding a storage shed set back on his east property line. After some discussion, Ishmael will call David Hughes to approve Mr. Stewart's application.
- Roads** Harbage sent out a notice to Tolles Career & Technical Center teachers that Canaan Township is looking for seasonal part-time help with mowing, picking up trash in the ditches, and miscellaneous jobs in the township. Joe Wiese, General Science teacher at Tolles, voiced his interest in the position. Harbage invited Joe Wiese to attend the meeting to share his experiences and answer any questions. After some discussion, Harbage made a motion, seconded by Whitmer, to hire Joe Wiese for seasonal, part-time help. Joe will receive new-hire pay. **Roll Call: Harbage-yes, Ishmael-yes, Whitmer-yes.** Lead Employee Pete Hammond will train and instruct Joe on his new responsibilities and assignments.

Harbage stated that Koenig delivered and installed the new disc mower on the tractor. Some fine tuning to the new mower included changing oil to synthetic oil for the disc mower to run cooler. Harbage shared that the first round of mowing was the roadside only. Pete Hammond and employee Eli Gingerich have been picking up trash in the ditches in preparation to begin second round of mowing this week.

Whitmer called the County concerning soybeans in ditch on Carters Mill Road. Whitmer asked that the County remove the soybeans. Soybeans in the ditch prevent drainage and mowing in that area.

Whitmer made a motion, seconded by Harbage, to repair the catalytic converter on the Pickup truck with an estimate of \$1,200 at Arrow Radiator. **Roll Call: Harbage-yes, Ishmael-yes, Whitmer-yes.**

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Cemetery Whitmer shared progress on repairing the brick building at Big Darby Cemetery. Whitmer has had conversations with the insurance company in covering the cost of the repair and the brick layer on laying the brick. Harbage is donating 40 bricks for the repairs.

Building Fiscal Officer Schrock reported that she ordered five touchless, automatic, wall-mounted hand sanitizer/soap dispensers for the township building and they should arrive in June.

Harbage stated that Harold Yoder sealed fasteners and joints on entire ridge of the township building roof. Harbage made a motion, seconded by Ishmael, to pay Harold Yoder \$250 for the repairs. **Roll Call: Harbage-yes, Ishmael-yes, Whitmer-yes.** We will replace new ceiling tiles when there is evidence that the roof has been repaired to our satisfaction.

Hammond met Lee Yutzy at the township building regarding fixing the doorknob Lee installed on the exterior door of the foyer. Lee said that the existing lock could not be fixed. After some discussion, Ishmael offered to move locks on existing township doors to fix the problem.

Pete Hammond, Eli Gingerich, and Fiscal Officer Schrock planted flowers on Friday, May 15. Hammond will purchase bags of black mulch from Yoder’s True Value Hardware for the flowerbeds. Hammond repaired the irrigation system in the township flowerbeds.

Fiscal Officer Schrock picked up the frames at Hobby Lobby and Hammond hung them in both bathrooms. Whitmer made a motion, seconded by Harbage, to spend no more than \$200 to purchase accent table and accessories for women’s restroom. **Roll Call: Harbage-yes, Ishmael-yes, Whitmer-yes**

Hammond replaced all new fluorescent light bulbs in township office. Hammond continues to set traps for mice on the outside of the township building. After some discussion, Trustees agreed that Fiscal Officer Schrock should contact Turner Termite & Pest Control to request they bring two bait stations for outdoors and one bait station for indoors with them to the next pest control application on June 16.

Fiscal Officer Schrock has refunded several payments for meeting room reservations due to the coronavirus and the Stay-at-home order for Ohio. The township meeting room will not be available for groups of more than 10 people during June.

Whitmer will contact Wick Builders regarding the warranty on the township building roof.

Whitmer requested that we replace the numbers and lettering for the signboard in the front township lawn/flowerbed. Whitmer will visit UC Signs for replacement numbers and lettering.

Ishmael is working on several options to enable various laptops to work with our projector.

Miscellaneous Nothing to report.

Harbage moved that the meeting be adjourned and Whitmer seconded. **Roll Call: Harbage-yes, Ishmael-yes, Whitmer-yes.** Meeting adjourned. The next Regularly Scheduled Session is scheduled for Monday, July 6, at 7:00 PM.

	Trustee
Fiscal Officer	Trustee
	Trustee