

RECORD OF PROCEEDINGS

CANAAN TOWNSHIP TRUSTEES OF MADISON COUNTY OHIO

2020 REGULARLY SCHEDULED SESSION

Held: March 10, 2020	7:00 to 8:30 PM	Page 1 of 3
----------------------	-----------------	-------------

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

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

Harbage made a motion, seconded by Whitmer, to approve the February 3, 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 February 2020 Activity Report. (See attached).

The Trustees approved with their signatures:

- February 29, 2020, Bank Reconciliation/Fund Balances Report - Fiscal Officer Schrock reported that we have one outstanding warrant. 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 February 29, 2020, Bank Reconciliation. **Roll Call: Harbage-yes, Ishmael-yes, Whitmer-yes**
 - **Resolutions: (See Resolution Book)**
 - **Resolution 2020-2-1** – to approve healthcare insurance reimbursements
 - **Resolution 2020-2-2** – to approve to spend no more than \$500 for a new sweeper for 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**

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

Health & Safety Harbage reported on updates on the Coronavirus (COVID-19) provided by Madison County Health Commissioner Chris Cook. Madison County Public Health is monitoring the Coronavirus in Ohio and across the world every single day. While there are zero confirmed cases in Madison County, there are confirmed cases in Ohio.

Testing for COVID-19 is limited to sick patients who are at high risk for developing very severe symptoms. These people include older adults who are hospitalized with a respiratory illness and also have a chronic medical condition such as heart disease, lung disease, and diabetes or have a compromised immune system.

Pay attention to travel bans. Do not go on any cruise ship. Do not travel to China, Iran, South Korea, Italy or Japan. The latest CDC travel recommendations can be found at [cdc.gov/travel](https://www.cdc.gov/travel). Make active choices about group gatherings.

Prevention is still the best tool for COVID-19 across Ohio. Your personal choices are going to play a huge part of how this illness, or any respiratory illness, plays out. We all have a personal responsibility to help prevent COVID-19:

1. Cover every cough and sneeze with your arm.
2. Stay home when you are sick.
3. Wash your hands often.
4. Do not put your hands in your mouth, eyes or nose.
5. Avoid people who are sick.
6. Clean frequently touched surfaces.

If you know someone who is not following these six hygienic practices, call them out on it. Do not be bashful. Keep in mind that if you’ve traveled somewhere with widespread COVID-19 cases in the last two weeks and experience symptoms of COVID19 (fever, cough, or shortness of breath), you should call your healthcare provider first. If you do not have healthcare provider, you should call Madison Health at 740-845-7333.

RECORD OF PROCEEDINGS
CANAAN TOWNSHIP TRUSTEES OF MADISON COUNTY OHIO
2020 REGULARLY SCHEDULED SESSION

Held: March 10, 2020

7:00 to 8:30 PM

Page 2 of 3

Fire Ishmael and Pleasant Valley Joint Fire Department (PVJFD) Chief Kid met to talk about the budget. Fire Marshal Bryan Adams has completed the first round of inspections. The PVJFD approved a 3% salary increase for Chief Kid and the Fiscal officer. They purchased new work out equipment for the firefighters. Construction of the new shed is complete.

Zoning Ishmael reported that a new shed being built on Amity Pike does not have a permit. Ishmael is working with Madison County Zoning, David Hughes, on a couple of zoning violations.

Roads Harbage met with Ag-Pro employee Tim Kronk about a trade-in value for a new flail mower and high-speed mower. After some discussion, Harbage plans to talk to Ag-Pro about purchasing a new gator to be used for township ditch cleanup.

Ishmael stated that the County has installed a new flashing STOP sign at the intersection of Price-Hilliards Road and Plain City Georgesville heading west.

Lead Employee Pete Hammond has begun picking up trash in the ditches. Hammond said that he needs a new 5-foot gopher for picking up trash. After some discussion, Whitmer made a motion, seconded by Harbage, to spend no more than \$500 to purchase a new chain saw at Hilliard Lawn & Garden. **Roll Call: Harbage-yes, Ishmael-yes, Whitmer-yes.** While at Hilliard Lawn & Garden to purchase a new chain saw, Whitmer will also purchase a new 5-foot gopher and inquire about purchasing a new utility vehicle to be used for picking up trash in the ditches.

Whitmer presented an estimate from Equipment Specialists in London for a new pressure washer for the township bay. After some discussion, Ishmael made a motion, seconded by Whitmer, to spend no more than \$5,700 to purchase a new Karcher pressure washer from Equipment Specialists. **Roll Call: Harbage-yes, Ishmael-yes, Whitmer-yes.**

Whitmer made a motion, seconded by Harbage, to spend no more than \$150 to purchase a new impact wrench. **Roll Call: Harbage-yes, Ishmael-yes, Whitmer-yes.**

Whitmer called Tim Rose in February to remove limbs/tree from power lines on Smith Calhoun Road South. Ishmael stated that the protocol going forward is that we need to call First Energy Ohio Edison when we have limbs or a tree down on power lines. Ohio Edison will send out a trouble man, he will first identify if it is on our lines or just communication lines, attempt to remove the limbs/tree. If the trouble man is unable to remove the limbs/tree, the trouble man will notify dispatch to create a follow up for sending out a tree crew.

Whitmer will talk to Canaan Township resident Perry Hostetler to see if he is interested in mowing ditches for Canaan Township.

Cemetery Whitmer stated that he plans to have Creamer Drainage and the County present at Big Darby Cemetery to talk about drainage.

Building Fiscal Officer Schrock asked if we want to purchase a Costco membership for supplies for the township. After some discussion, we determined that we would not spend enough on a yearly basis at Costco to warrant paying the yearly membership fee.

Fiscal Officer Schrock presented a quote from Hobby Lobby to frame four photos taken in Canaan Township to hang in the meeting room area. Whitmer made a motion, seconded by Harbage, to spend no more than \$300 to frame the four photos. **Roll Call: Harbage-yes, Ishmael-yes, Whitmer-yes.**

Whitmer will contact Tom Erwin, Fire Protection, to request he replace all of the batteries in the EXIT and EMERGENCY SIGNS in the township building. Ishmael will look into installing a usb cable on projector. Harbage will contact Lee Yutzy about fixing the doorknob on the exterior door of the foyer.

RECORD OF PROCEEDINGS
CANAAN TOWNSHIP TRUSTEES OF MADISON COUNTY OHIO
2020 REGULARLY SCHEDULED SESSION

Held: March 10, 2020

7:00 to 8:30 PM

Page 3 of 3

Miscellaneous Employee Eli Gingerich will be on vacation March 20-30. Hammond will be on vacation April 7 through 15.

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

	Trustee
Fiscal Officer	Trustee
	Trustee