

RECORD OF PROCEEDINGS

CANAAN TOWNSHIP TRUSTEES OF MADISON COUNTY OHIO

2021 REGULARLY SCHEDULED SESSION

Held: March 9, 2021	7:00 to 9:00 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, Don Whitmer, Mark Ishmael (attended by Zoom meeting)
	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 1, 2021, Organizational 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 2021 Activity Report. (See attached).

The Trustees approved with their signatures:

- February 28, 2021, Bank Reconciliation/Fund Balances Report - Fiscal Officer Schrock reported that we have four 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 Harbage, to approve the February 28, 2021, Bank Reconciliation. **Roll Call: Harbage-yes, Ishmael-yes, Whitmer-yes**
 - **Resolutions: (See Resolution Book)**
 - **Resolution 2021-2-1** – to approve to apply for the Ohio EPA Recycle Ohio Grant Program

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

Discussion followed regarding hourly payroll for Sundays and Holidays. After some discussion, Whitmer made a motion, seconded by Harbage, to change hourly payroll as follows to streamline payroll for snow removal on Sundays and Holidays. **Roll Call: Harbage-yes, Ishmael-yes, Whitmer-yes**

From:

Road – Snow (Monday through Saturday)	\$22.86/Hour \$34.29/Hour Overtime
Road – Snow (Sundays and Holidays)	\$25.30/Hour \$37.95/Hour Overtime

To:

Road – Snow (Monday through Saturday)	\$22.86/Hour
Road – Snow (Sundays and Holidays)	\$34.29/Hour Overtime

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

Health & Safety Ishmael tested positive for COVID-19 and quarantined through March 12. Ishmael attended township meeting through Zoom.

Harbage attended and reported on the March 8, 2021, Annual Madison County District Advisory Council meeting. Chris Cook presented Madison County Public Health’s 2019 Annual Report. The report highlighted the intense efforts from Madison County Public Health (MCPH) and other community partners to complete the Community Health Assessment. The Assessment data is used to create the Community Health Improvement Plan as a blueprint for improving community health over the next three years.

Health & Safety (Contd.)

COVID-19 Response by the Numbers

Total COVID-19 cases in Madison County in 2020	3059
Individuals who were isolated or quarantined due to illness or direct exposure to COVID-19	10K
Tests performed at three drive-thru mass testing clinics with the Ohio National Guard and Rocking Horse Center	1100
<i>Public information updates provided to the community</i>	<i>638</i>
Business investigations and consultations conducted by MCPH staff	465
COVID-10 mass outbreaks	39

Fire Ishmael reported that the Pleasant Valley Joint Fire District (PVJFD) had 93 runs and 46 transports during for February. The PVJFD completed their part-time employment process.

Zoning Nothing new to report.

Roads Fiscal Officer Schrock completed and submitted the Ohio EPA Recycle Ohio Grant Application on February 4, 2021. If approved, we would use the grant money to purchase two new Kubota RTVs for ongoing litter and trash clean up in Canaan Township ditches prior to every round of ditch mowing.

The Recycling and Litter Prevention is a competitive grant. The Ohio EPA received \$7.4 million in requests and their current spending authority is around \$4 million. Once they score and review the applications, they submit recommendations to the Director of Ohio EPA who approves the awardees and will make an announcement and notify applicants in late May or early June.

Harbage will talk to Joe Wiese about his interest in working for the township this summer. Lead Employee, Pete Hammond, and Eli Gingerich began trash pickup in the ditches.

Koenig has picked up the tractor that Eli used last summer. The tractor has a broken fender. The damage was there when Koenig quoted for trade-in. Harbage will talk to Koenig about who is responsible to repair the broken fender.

Harbage stated that both new John Deere tractors are in at Koenig. Harbage and Hammond will go to Koenig and look over the new tractors before Koenig delivers the tractors to ensure Koenig transfers wheels and lights to the new tractors and that the lights are working. There is no need for backup cameras as part of the trade-in.

Hammond reported that the Chevy Pickup truck would not start a couple of times. Hammond will check maintenance records on the truck and Whitmer will follow up on possible repairs to the truck.

Whitmer shared the order in which calls are made to remove snow: the County first calls Delbert Troyer driving the International Truck. If Delbert feels he needs help removing snow, he calls Pete Hammond to assist with driving the Ford F550 truck with snowplow.

Cemetery Hammond reported that Hilliard Lawn and Garden installed a seal-kit to repair the leak on the Ferris Zero Turn mower at Big Darby Cemetery.

Harbage suggested we update photos of tombstones for our Big Darby Cemetery records. Whitmer will follow up on this suggestion.

Building

Fiscal Officer Schrock replaced the Cirrus sweeper with a new Shark Navigator sweeper last June. Ishmael made a motion, seconded by Harbage, to make the Cirrus sweeper obsolete inventory. **Roll Call: Harbage-yes, Ishmael-yes, Whitmer-yes**
 Fiscal Officer Schrock will take the Cirrus sweeper to the Thrift Store.

Hammond replaced the 16” Stihl chain saw with a new chain saw, making the 16” Stihl chain saw obsolete. Ishmael made a motion, seconded by Whitmer, to make the 16” Stihl chain saw obsolete inventory. **Roll Call: Harbage-yes, Ishmael-yes, Whitmer-yes**
 Hammond will remove and discard of the 16” Stihl chain saw.

The Clover Clippers 4-H Club returned the township key.

Fiscal Officer Schrock shared that we received an inquiry to reserve the township meeting room in August. Discussion followed regarding when to begin taking reservations, based on the lifting of protocols, and the restrictions regarding reservations.

After some discussion, the Canaan Township Board of Trustees agreed that we would begin taking township meeting room reservations in May based on the lifting of protocols; however, we reserve the right to cancel the reservation at any time in the event that protocols are not lifted. It will be the responsibility of the renter to know the current conditions.

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, April 5, at 7:00 PM.

	Trustee
Fiscal Officer	Trustee
	Trustee