

RECORD OF PROCEEDINGS

CANAAN TOWNSHIP TRUSTEES OF MADISON COUNTY OHIO

2019 REGULARLY SCHEDULED SESSION

Held: November 5, 2019	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:	Mark Ishmael, Don Whitmer
	Fiscal Officer:	Kimberlie Schrock
	Visitors:	Pete Hammond, Jason Straley

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

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

Administrative

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

The Trustees approved with their signatures:

- October 31, 2019, 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.” Whitmer made a motion, seconded by Ishmael, to approve the October 31, 2019, Bank Reconciliation. **Roll Call: Ishmael-yes, Whitmer, yes**
- **Resolutions:**
 - **Resolution No. 2019-10-1** – approve to supersede Resolution No. 2017-12-7, in the amount of \$62,000 for road repairs and maintenance for micro surfacing Glen View and surrey cul-de-sacs and chip and sealing Colvin and Timmons cul-de-sacs.

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

Fiscal Officer Schrock met with Herald and Wilma Skaggs and Alvin D. and Katie M. Troyer to sell them cemetery plots at Big Darby Cemetery. Fiscal Officer Schrock prepared cemetery deeds for Herald and Wilma Skaggs and Alvin D. and Katie M. Troyer for signatures and will mail signed deeds to the Skaggs and the Troyers.

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

Health & Safety Nothing to report.

Fire Ishmael reported that the Pleasant Valley Fire District (PVFD Fire Marshal, Bryan Adams, conducted a second inspection at US 42 Antiques and reported that the fire code issues have been resolved.

Zoning Ishmael attended the Board of Zoning Appeals on Monday, November 4, to hear the case of John Coffey & Company LTD DBA Old 42 Antiques & Vintage Marketplace applicant and property owner. Coffey requested permission for a C-2 conditional use permit for outside display and sell both new and used retail items, including but not limited to Antiques, furniture, clothing, structures, yard décor within a distance of no closer to the road than 12 feet from front porch. The property is located at 690 US Highway 42, Plain City.

After some discussion, the Board of Zoning Appeals approved the variance for outside display 12 feet from front of building and 20 feet clearance on one side of the building for a fire truck to get through.

Ishmael reported that the Old 42 Antiques & Vintage Marketplace owner, John Coffey, needs to clean up debris behind the building to allow for the fire equipment to be able to reach the rear of the building and turn around once they are in the back of the building.

Madison County Zoning, David Hughes, has not followed up on the number of cars parked at Firepunk Diesel, located at 8005 Lafayette Plain City Road.

RECORD OF PROCEEDINGS CANAAN TOWNSHIP TRUSTEES OF MADISON COUNTY OHIO 2019 REGULARLY SCHEDULED SESSION		
Held: November 5, 2019	7:00 to 9:00 PM	Page 2 of 3

Roads

Pete Hammond, Lead Employee, reported that the light bars have been installed on both tractors. Ag-Pro is repairing an oil leak and also a small antifreeze leak on one of the tractors under warranty.

Hammond reported that mowing of ditches, spraying of weeds, and fertilizing of township lawns is complete for the season.

Hammond reported that Eli Gingerich is willing to store one of the tractors in his shop for a fee. Ishmael volunteered to talk to Eli regarding the fee.

Hammond requested that we need more snow fencing. Whitmer volunteered to call the County about the need for 300 feet of snow fencing for Kilbury and Plain City Georgesville roads since these roads are County roads. After some discussion, Whitmer made a motion, seconded by Ishmael, to spend no more than \$300 for 300 feet of snow fencing.

Roll Call: Ishmael-yes, Whitmer-yes

Hammond reported that are 2 tree limbs on M.V. High road that are starting to obstruct the view on the curve. Whitmer volunteered to talk to the County about removing the limbs. Hammond also mentioned a cluster of bushes on Creek Road that are obstructing the view. Hammond will cut/trim these bushes.

Hammond plans to put reflectors on Surrey Lane this year for ease with snowplowing.

Cemetery

Whitmer stated that he is working with Hayward to obtain an estimate to repair the township brick building at Big Darby Cemetery. Upon receiving an estimate for repair, Whitmer will submit estimate to Allstate Insurance.

Whitmer stated that Steve Creamer would like to lay tile at Big Darby Cemetery sometime this winter.

Building

Fiscal Officer Schrock reported that the independent carpet inspector inspected the carpet on Monday, October 7. He submitted a report to Shaw and also to Soft Step Carpet on his analysis and findings. Soft Step Carpet called to inform that no issues were found by the carpet manufacturer. Soft Step returned to re-glue carpet tiles that have lifted. Additional carpet tiles need to be re-glued. Fiscal Officer Schrock will call to schedule this work.

Fiscal Officer Schrock suggested that we switch trash collection services from Waste Management to Alpha Waste for substantial savings on our monthly trash collection. Our trash collection contract with Waste Management will end at the end of February 2020. Fiscal Officer Schrock will sign up with Alpha Waste Services in March 2020.

The wall clock in the township meeting room needs turned back. Hammond will take care of this.

Miscellaneous

Assistant Prosecuting Attorney Nick Adkins of the Madison County Prosecutor’s office provided language to be incorporated into personnel policies and/or drug free workplace policies. Adkins recommends that each Madison County Board of Trustees adopts the provided language into their respective township personnel policies and/or drug free workplace policies for Drug Free Workplace. After some discussion, Whitmer made a motion, seconded by Ishmael, to adopt the Drug Free Workplace Policy.

Roll Call: Ishmael-yes, Whitmer-yes

Whitmer made a motion, seconded by Ishmael, to hire Noah Miller, for part-time seasonal work, and to hire Delbert Troyer for snowplowing. Both new hires will start out with new hire pay. After some discussion, Whitmer made a motion, seconded by Ishmael to hire Noah Miller and Delbert Troyer. **Roll Call: Ishmael-yes, Whitmer-yes**

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7:00 to 9:00 PM

Page 3 of 3

Whitmer moved that the meeting be adjourned and Ishmael seconded. **Roll Call: Ishmael-yes, Whitmer-yes.** Meeting adjourned. The next Regularly Scheduled Session is scheduled for Monday, December 2, at 7:00 PM.

	Trustee
Fiscal Officer	Trustee
	Trustee

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Page 4 of 4