

RECORD OF PROCEEDINGS

CANAAN TOWNSHIP TRUSTEES OF MADISON COUNTY OHIO

2019 REGULARLY SCHEDULED SESSION

Held: September 3, 2019	7:00 to 8:00 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 Schrock, Don Whitmer
	Fiscal Officer:	Kimberlie Schrock
	Visitors:	Pete Hammond, Brenda Roseberry, Paul Roseberry

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

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

Administrative

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

The Trustees approved with their signatures:

- August 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.” Schrock made a motion, seconded by Ishmael, to approve the August 31, 2019, Bank Reconciliation. **Roll Call: Ishmael-yes, Schrock-yes**
- **Resolutions:**

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

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

Health & Safety *Septic and Sewage Systems*

A soil evaluator or scientist who meets the Ohio Administrative Code Rule 3701-29-07 which requires individuals certified by the Soil Science Society of America (SSSA) or have an equivalent certification approved by the director of the Ohio Department of Health can do soils work.

Soil test results are used to determine the type and size of system needed for a specific house or building design on the property. It is a required part of designing the new system by identifying appropriate areas to be used for siting the system and future replacement areas.

A designer must be capable of reviewing the soil evaluation, site conditions, information provided by the homeowner, and the rules to facilitate the choice of an appropriate, site specific STS and complete the STS design in compliance with paragraph (B) of the Ohio administrative Code Rule 3701-2-10. The system designer can be the soil evaluator / scientist, system installer, builder or the homeowner. There is no statewide list of system designers. It is recommended to work with your soil evaluator / soil scientist, system installer or our sanitarians for contacts of possible local system designers.

If the property is in the unincorporated parts of Madison County, contact the Madison County Building and Zoning Office at 1 N. Main Street, London, Ohio 43140, Phone: (740) 852-2833, Monday thru Friday from 8am to 4pm. If you are in a village or in London’s city limit’s, you will need to contact the local building and zoning officials listed on their websites:

- London <http://ci.london.oh.us/building>
- Mount Sterling <http://www.mtsterling.org/Zoning.html>
- Plain City <https://www.plain-city.com/planning---zoning>
- West Jefferson www.westjeffersonohio.gov/building-zoning

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Health & Safety (Contd.)

You can contact any MCPH sanitarian with your questions or concerns. Landon McKenzie, RS, is a sanitarian overseeing the sewage treatment systems permits and inspection program can be reached at 740-852-3065 ext. 1518 Monday thru Friday from 8:30am to 4:30pm or by email info@madisonpublichealth.org. If Landon is not available, another sanitarian will assist you.

A permit is required for all new homes and businesses not connected to a public sanitary sewer system.

A permit is also required when an existing home’s system being altered or replaced. This includes replacing the leach lines, adding additional components such as a dozing tank, lift station, sand filter, additional leach lines to the existing system, or distribution box /switch box between leach fields or lines.

No permit is required to add or replace risers and a secure lid to the tank, replace pumps or motors of the existing system, or to uncover the access opening of the tank prior to pumping the tank.

Fire

Ishmael attended a special Pleasant Valley Fire District (PVFD) Board meeting last week to approve a bid to build a pole barn behind the PVFD fire house. Out of 3 bidders, they only received one bid in the amount of \$175,000. The other 2 bidders refused to submit a bid since they could not compete with the \$175,000 bid.

The PVFD reviewed the Fire Marshall’s activities. A discussion followed regarding if someone is cited for violations where the cases would be heard. The Fire Marshal plans to meet with Union and Madison County prosecutors to verify that properties in each county would be filed and processed in their respective courts.

The PVFD had 133 dispatched runs in August, including several fatal accidents. The PVFD approved 2 new hires. The PVFD approved a renewal tax levy on the November 5th General Election ballot.

Zoning

Ishmael reported that September 6 is the new court date for the Antique Mall on US 42. This property has been cited for fire code violations. Also storage containers have been moved from the front to the back of the property but is still on the property which is not compliant.

Ishmael continued discussions with David Hughes, Madison County Zoning, regarding the number of exceeded cars at E&R Tires and Fire Punk on Lafayette Plain City Road.

The Orchard and Company located at 7255 US Highway 42 South has a temporary sign not in code. The Township has notified the Madison County Zoning that the old house, located on the Roger Seely property on Kilbury-Huber Road, needs torn down for health and safety reasons. Neighbors have been seen animals coming out of the house. The Aitchison’s pool on their Lafayette Plain City Road property is filling up with things other than water. All zoning violations are being addressed.

Roads

Schrock reported that the 4th round of mowing is complete. Spraying ditches for weed control is being planned for October. Schrock called AG-PRO regarding installing lights on the new tractors but no return calls. Schrock will make a visit to AG-PRO to get resolution on this matter.

Schrock welded the broken part on the flail mower until the new part is delivered.

Cemetery

Whitmer requested Vincent Chrisman, representing Hilliard Engineering and Surveying from Springfield, Ohio, to rotate the plots on the drainage plan drawing for Big Darby Cemetery.

Pete Hammond, Lead Employee, asked about spraying fertilizer and weed control at Big Darby Cemetery this Fall. Whitmer said he will inquire with Heritage Cooperative about the best mix for winter fertilizer and weed control and get back to Hammond.

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Cemetery (Contd.) Whitmer completed his DOT CDL physical and renewed the Ohio Department of Agriculture Pesticide Commercial Applicator License for license period 10/1/2019 to 9/30/2020.

Building Fiscal Officer Schrock reported that the installation of new carpeting for the township building and office area is scheduled for Monday, September 9. A discussion followed regarding purchasing a furniture dolly to assist with moving heavy office furniture during the installation of the new carpeting. After some discussion, it was decided to borrow a furniture dolly instead of purchasing one. Hammond will touch up paint in the meeting room after the new carpet is installed.

After some discussion, Ishmael made a motion, seconded by Whitmer, to spend no more than \$650 to purchase 4 new chairs for the Township Board members. **Roll Call: Ishmael-yes, Schrock-yes, Whitmer-yes.**

Fiscal Officer Schrock suggested that we switch trash collection services from Waste Management to Alpha Waste to save on monthly/yearly expenses with comparable services. After some discussion, the Board of Trustees were in agreement to make the switch, however, Fiscal Officer Schrock will call Waste Management to determine when our Waste Management contract expires, prior to making the switch to Alpha Waste.

Hammond replaced batteries in the clock at the township meeting room. Wayne Gingerich has returned the Township key.

Miscellaneous Canaan Township residents Paul and Brenda Roseberry attended the meeting to ask for help with a drainage problem at their son’s new home being built at 7500 Price Hilliards Road. Roseberry’s have talked with Levin Hudson, Superintendent of Madison County Roads, to no avail. Schrock committed to calling the Madison County Engineer tomorrow regarding attention to this matter.

Whitmer mentioned that Noah Miller has expressed interest in township employment. Two potential employees, Matt Wilson and Delbert Troyer, have received employment packets and need to complete the Employment Application. Fiscal Officer Schrock will provide Matt and Delbert with Employment Applications.

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

	Trustee
Fiscal Officer	Trustee
	Trustee