

RECORD OF PROCEEDINGS

CANAAN TOWNSHIP TRUSTEES OF MADISON COUNTY OHIO

2009 REGULAR SCHEDULED SESSION

Held: April 6, 2009 7:00 PM – 9:25PM

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The Canaan Township Trustees of Madison County met at the Canaan Twp. Bldg., 8055 US Highway 42 S., Plain City, Ohio 43064

In Attendance Trustees: Don Whitmer, Monroe Harbage & Jim Meeker
Fiscal Officer: Lisa Beachy
Visitors: Bill Pettibone, Eli Gingerich & Mary Ann Webb

Draft copies of the March 2, 2009 minutes had been mailed to the Trustees in advance of the meeting. Harbage moved and Meeker seconded that the minutes be accepted as mailed. The file copy was signed by all members of the Board and made available to the visitors present for inspection. Roll Call; Whitmer yes, Harbage yes and Meeker yes

Administration: The Fiscal Officer's "March 2009 Activities Report" was reviewed by the Trustees. (See attachment).

Fiscal Officer Beachy presented the March 2, 2009 "Richwood Bank Reconciliation and Fund Balances" report that the Trustees reviewed and approved with their signatures. Whitmer asked if there was a bank balance to cover the presented checks, to which Fiscal Officer Beachy responded "yes". Purchase orders and checks were signed.

Fiscal Officer Beachy brought up the KLA Risk Management process and would like to finalize it. The trustees agreed to have F.O. Beachy send in what we have changed thus far. Whitmer suggested that F.O. Beachy make copies of other suggestions for Eli Gingerich to look over for future reference. F.O. Beachy said that she receives several e-mails during the month and is looking for a better way to get the information to the trustees. Harbage said that he would make an effort to stop in once a week and check his box in the office for information. F.O. Beachy said she can make copies of these messages and put them in their boxes. Fiscal Officer Beachy told the trustees about the letter she received from Time Warner concerning the Video Service Provider (VSP) fee changes. Time Warner has included a resolution to keep the VSP in tact. Harbage moved and Meeker seconded to accept the Time Warner **Resolution 4-09**. Roll Call; Whitmer yes, Harbage yes and Meeker yes

The trustees approved with their signatures:

Resolution 2009-4-1 See Resolution Book
*Misc Expenses since last meeting
Resolution 2009-4-2 See Resolution Book
*Misc Expenses
Resolution 2009-4-3 See Resolution Book
*Local Govt Official's Conference
Resolution 2009-4-4 See Resolution Book
*Record Retention RC-3
Resolution 4-09 See Resolution Book
*Time Warner VSP fee

Whitmer opened the floor to our visitors to present their concerns. Mary Ann Webb, Madison Co. Health Commissioner stopped by to introduce herself and answer any questions. She rode with Meeker last Monday and visited Amity. He showed her several concerns with the area. Harbage said that the recycle program seems to be a success but would like different signage to draw more traffic.

Bill Pettibone from the Plain City Presbyterian Church wanted to let the Trustees know that he has provided roadside cleanup for Darby Township for the last 5 years. This year he had over 26 helpers including the local Cub & Boy Scouts. The church uses the funds from cleaning the roads to fund their mission trips. The trustees said that they will keep them in mind for cleaning the roads next year.

Eli Gingerich said that he had gathered information concerning adding an emergency exit door in the kitchenette. He had an invoice for a door from Lowe's and 2 estimates for installation of the door. He recommends David Helmuth to do the installation. After discussion, Harbage moved and Meeker seconded that we spend up to \$900.00 to install a door with no outside handle and only a handle on the inside. Roll Call; Whitmer yes, Harbage yes and Meeker yes

Whitmer suggested that Gingerich contact Ace Lock to see what requirements for emergency signage is needed for the new door and having slave keys made for the 2 front doors. Then Harbage will check with Doug Peterman, Madison Co. Electric, to check on electric for the emergency sign and/or moving an outlet. Harbage moved and Meeker seconded that we spend no more than \$750.00 for electric. Roll Call; Whitmer yes, Harbage yes and Meeker yes

Gingerich said that the roads are in need of berming. The trustees asked him to check with Levin at the Madison Co. Engineer's Office to see what they are planning this spring. Gingerich said that it may take 3-4 loads from Shelly Materials. Meeker moved and Harbage seconded that we should purchase 3-4 loads of gravel for berming from Shelly Materials. Roll Call; Whitmer yes, Harbage yes and Meeker yes.

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The following items were discussed:

Health & Safety: Meeker said that he took Mary Ann Webb, Madison Co. Health Commissioner, on a tour through Amity to show her the Township concerns. Health Dept Open House was April 3rd. There will be a Hazard Materials drop-off on May 2nd at the Madison Co. Fairgrounds and London HS will have a Shred It Day. Meeker also said that he has signs for the disabled for their windows available. They can also be picked up at the Health Dept.

Zoning: Meeker showed the letter received from Dave Hughes concerning the property located at 9203 Lafayette PC Rd. It is zoned Ag and is being used for business activity noted by the signage by the road.

Fire: Meeker reported that disciplinary action has been taken for a current employee. A letter was signed and the employee agreed with the punishment.

Roads: The trustees met with the David Brand, Madison Co. Engineer to talk about upcoming concerns with the Township.

Cemetery: Harbage said that John Lewis has started cleaning up the Cemetery. Harbage said that he is waiting for a call for the underground tile. He has talked with Dave Brand about drainage to the corner of the Cemetery. Harbage said that he and John Lewis met with Sgt Curry from the Franklin Co. Sheriff's Office concerning our gas trimmer found that was stolen Aug 2008. No other items were found.

Fiscal Officer Beachy said that she received the check from PERSO for the damage to the Cemetery Vault roof. Harbage moved and Meeker seconded that we accept the estimate for \$2500.00 from Harold Yoder to install a metal roof that matches the other building roof colors. Roll Call; Whitmer yes, Harbage yes and Meeker yes. Whitmer amended the motion to add \$500 to cover stainless steel screws for the roof.

Roll Call; Whitmer yes, Harbage yes and Meeker yes.

Harbage said that he would like to have another load of topsoil delivered for John Lewis to use to cover the graves after they settle. The cost of the topsoil should be around \$300.00 from Joe Miller.

Meeker said that he talked with Helen Wildermuth today from Stonehugger and that she plans to be back to work on the Phase IV restoration at the Big Darby Cemetery in three weeks. The Trustees also discussed having additional work performed on the Wilson Plot Foundation Wall. The Trustees would need to check with Stonehugger to see if the work could be performed during her visit this spring.

Building: As previously discussed. The trustees have agreed to install an emergency exit door in the kitchenette so the door to the service bay can be locked when the meeting room is rented.

Meeker got an estimate to have the shop floor cleaned. The company would charge \$700.00 for both bays. It does not prevent absorption in the future and would need to have sealer applied. The township can apply the sealer. Whitmer expressed concerns about the floor being slippery. Meeker said that he would check with the company to see what kind of sealer we should use and how long it will take to cure after applied. The trustees decided to gather more information and table the issue for now. Meeker said that Eli Gingerich fixed the light on the sign by the road.

Misc: Meeker said that a Township resident from Glenview contacted him about snow plow damage to a yard and paper floating in the stream. Gingerich went over to fix the yard damage. Meeker went over to check the situation concerning the paper and someone was picking up some of the debris.

Fiscal Officer Beachy discussed the upcoming audit. Still have not received a date for this audit but hopes it will be soon. They discussed changing the July meeting to Wed., July 8th at 7pm to allow for the holiday and more time to prepare for the meeting. F.O. Beachy will notify the local papers in June of the change.

F.O. Beachy said she will need to purchase a new toner cartridge for the Twp Laser printer and the cost is less than \$100.00.

Harbage moved that the meeting be adjourned and Meeker seconded. Roll Call; Harbage yes and Meeker yes

Fiscal Officer

Trustees _____

