

RECORD OF PROCEEDINGS

CANAAN TOWNSHIP TRUSTEES OF MADISON COUNTY OHIO

2008 REGULAR SCHEDULED SESSION

Held: August 4, 2008

7:00 PM

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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: Monroe Harbage, Jim Meeker & Don Whitmer
Fiscal Officer: Lisa Beachy
Visitors: Eli Gingerich, Phyllis Sparks

Chairman Whitmer opened the meeting. Draft copies of the July 7th, 2008 minutes had been mailed to the Trustees in advance of the meeting. With no additions or corrections Harbage moved and Meeker seconded that those minutes be accepted without verbal presentation. 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 "July 2008 Activities Report" was reviewed by the Trustees. (See attachment).

The Trustees approved with their signatures:

- July 31, 2008 "Richwood Bank Reconcile / UAN Fund Balances" report
- Checks to cover payroll and other obligations

Fiscal Officer Beachy presented the July 31, 2008 "Richwood Bank Reconciliation and Fund Balances" report which 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.

The trustees approved with their signatures:

- Resolution 2008-8-1 See Resolution book
- *OBMV Record Request
- Resolution 2008-8-2 See Resolution book
- *Misc Expenses
- Resolution 2008-8-3 See Resolution book
- *Pesticide Education Program-Eli Gingerich
- Resolution 2008-8-4 See Resolution book
- *Ace Seal Coating-Twp Bldg Parking Lot
- Resolution 2008-8-5 See Resolution book
- *Record Retention Information

The following items were discussed:

The trustees agreed to start getting OBMV driving records for existing workers and future qualified personnel. Whitmer stated that we should request them by April 1st each yr before the mowing season starts. The trustees stated that we will need to update our Employee Handbook. The trustees decided to wait until Sept. when we will receive our recommendations from KLH Loss Prevention.

Eli Gingerich was at the meeting to discuss hiring someone to help at the township. John Miller has expressed interest and Eli stated that he would call him. Meeker asked Eli to fix the light at the entrance door. Eli said that he took one of the John Deere tractors to JD Equipment for hydraulic work. Meeker stressed his frustration at having problems with this new tractor all ready.

Phyllis Sparks, former Fiscal Officer, attended the meeting to finalize the Record Retention RC1 and RC2 that will be sent to the Ohio Historical Society and the Auditor of State for review. She went over the paperwork with the trustees and all agreed that it was ready to go.

A gentleman stopped in to show us an aerial picture of the Township Bldg. It is available for purchase for \$129.00 plus \$50.00 for touch-ups. Harbage moved and Meeker seconded to purchase the picture and payment will be issued upon approval of the final picture. Roll Call; Whitmer yes, Harbage yes and Meeker yes

Harbage suggested calling Dayton Legal Blank and ordering a punch to be used with the Red & Black minute and deed books. To be able to place additional papers in those books that are not all ready punched.

Harbage stated that we are missing Township minutes from 1833-1931. The trustees suggested contacting families from previous office holders to see if anyone has seen any of these books.

Health & Safety: Meeker said that Dr. Herman, Director of Health Services will retire as of 8/31/2008. He also shared a List of Accomplishments for 2007 from the Health Dept.

Zoning: Nothing to Report

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- Fire:** Meeker said that the Fire Chief discussed his 2009 budget projections at this month's meeting. The Fire Chief may purchase 2 new cars for the Fire Dept. Battalion Chief Smith's car is currently in for repairs so his car will be replaced first. The fire truck repairs are also complete.
- Roads:** The Amity Pike bridge has been demolished and more work is happening. The trustees are unsure of the exact completion date at this time. Whitmer stated that the Smith Calhoun drainage project has not started yet but may begin in Sept. by the County.
- Cemetery:** Harbage received correspondence from a Ms. Rankin, from Mt. Pleasant, MI concerning 8 graves for the Stiles family that cannot be identified. Harbage found no records prior to 1966. We may need to look into genealogy or Board of Health Records. Ms. Rankin is requesting permission to put a memorial plaque next to the existing headstone. Fiscal Officer Beachy will send Ms. Rankin a letter and copy of our prices. Harbage moved and Meeker seconded to allow Ms. Rankin to put a marker on the grave per our guidelines and approval.
- Harbage stated that we sold 2 lots in July. He stated that Janet Rowse inquired about exhuming her fathers casket and moving it over 2 graves so she could be buried next to her son. Harbage expressed to her that it could be expensive and she would be responsible to pay any court costs and legal fees if she proceeds.
- Harbage stated that Peterman Tree & Lawn Service did a great job at trimming trees and removing stumps at the cemetery. He told them twice to contact him when they would be there and they never did. They did pull some vinyl fence boards and one has a hole. Harbage will contact Yoder's Vinyl Fence to repair and the township will pay.
- One (1) stump was not removed. It needs to be trimmed with a chainsaw and covered with dirt or sprayed so it won't grow.
- Rt. 42 Building:** Whitmer will borrow a lift truck to check on the insulation that birds may be pulling from the roof of the Township Bldg. Meeker stated that he set the thermostat on 70 degrees and the humidity is much better. Meeker stated that the rollers need to be oiled on the door where the IH truck is parked.
- Misc:** Harbage attended the OTA Summer Conference in Cincinnati.
- Harbage said there will be a bus going to Washington DC for \$150.00 per person sponsored by the OTA. He and his wife plan on traveling to Washington DC this way.
- Meeker said that he contacted the CIC concerning meeting dates. We have all ready missed 2. He told Sean at the CIC that we were never notified of the meeting dates. Meeker also found out that the fee for joining the CIC for Canaan Township will be \$2,500.00. The trustees expressed their disappointment in the cost and are not in favor of paying that price.
- New Business:** The September meeting will be on Monday Sept. 8th at 1pm due to the Labor Day holiday. Fiscal Officer Beachy will call The Madison Press and The Madison Messenger to post it in the paper.
- Fiscal Officer Beachy mentioned to the trustees about a travel obligation at the end of this year and was wondering how she may handle the scheduling for the annual budget meeting. The trustees were all very supportive and said that we can work out any scheduling issues.
- Harbage moved that the meeting be adjourned and Meeker seconded. Roll Call; Whitmer yes, Harbage yes and Meeker yes

Fiscal Officer

Trustees _____

