

RECORD OF PROCEEDINGS

CANAAN TOWNSHIP TRUSTEES OF MADISON COUNTY OHIO

2008 REGULAR SCHEDULED SESSION

Held: February 4, 2008 7:00 PM – 9:15 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: Phyllis Sparks
Visitors: Fiscal Officer Elect Lisa Beachy

The meeting was opened by Chairman Whitmer. All had received draft copies of the January 7, 2008 minutes. 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.

Administration: The Clerk's "January 2008 Activities Report" was reviewed by the Trustees. (See attachment).

The Trustees approved with their signatures:

- January 31, 2008 "Richwood Bank Reconcile / UAN Fund Balances" report
- Purchase orders, and checks to cover payroll and other obligations

The insurance representative was not in attendance to make a presentation.

The BWC letter was read which notified the Township that the agency has recovered an amount equal to the medical payments relating to the Township's 2006 tractor accident.

The following items were discussed:

The CIC, Community Improvement Corp resolution was presented at the January 2008 County Township meeting by Commissioner Hackett who requested that each Township accept the proposal and sign the prepared form. The form was not signed: **Resolution 2008-2-1 (Feb 4, 2008)** The Canaan Township Trustees of Madison County Ohio will, at this time, not commit their support to a Community Improvement Corp. resolution. All agreed that they would like to further review the information as it relates to the Comprehensive Plan. There was also concern about committing to something without a clear payment arrangement. Action was tabled until the March meeting.

No one expressed interest in taking part in Mt. Sterling's planned public records work session. Clerk Sparks will call the village to explain that all the Township Board members and Lisa Beachy attended the OTA Public Records session last week. **Resolution 2008-2-2 (Feb 4, 2008)** Whereas all the members of the Canaan Township Board of Trustees of Madison County Ohio have attended, on January 30, 2008, the Public Records educational session presented by the Ohio Auditor of State's office. Whereas the Township is required to put into place a public records policy which satisfies recent legislation within Ohio HB 9. The Trustees agree to modify and adopt the "Public Records Policy" as drafted by the Ohio Township Association. Harbage yes, Meeker yes, Whitmer yes, Resolution passed.

Resolution 2008-2-3 (Feb 4, 2008) The Trustees of Canaan Township Madison County Ohio having agreed within Resolution 2007-12-3 (December 3, 2007) to pay the Fiscal Officer's bond premium through the 2008- 2012 term, have further agreed to pay one payment of \$443 rather than four payments of \$136 each. Harbage yes, Meeker yes, Whitmer yes, Resolution passed.

Harbage moved and Meeker seconded the approval of Richard Troyer's faxed estimate to build storage cabinets.

Resolution 2008-2-4 (Feb 4, 2008) The Canaan Township Trustees of Madison County Ohio agree to purchase from Acorn Cabinet Company of London, Ohio, two four- shelf barrister bookcases at \$1000.00 each, as described within the 1/29/2008 Acorn estimate #1990, exception: a light stain to match the meeting room chair rail is requested. The units to be placed in the Township meeting room to provide a convenient public records reference area. Harbage yes, Meeker yes, Whitmer yes, Resolution passed.

The State Auditor's Conference registration forms were distributed and will be collected next meeting. Harbage and Whitmer do not plan to attend. Meeker moved and Harbage seconded:

Resolution 2008-2-5 (Feb 4, 2008) The Canaan Township Trustees of Madison County Ohio will pay registration fees and reimburse reasonable mileage and parking expenses incurred by Lisa Beachy and officials attending the State Auditors Conferences, March 26, 2008 in Columbus. Harbage yes, Meeker yes, Whitmer yes, Resolution passed.

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Administration (Cont.) **Resolution 2008-2-6 (February 4, 2008)** The Canaan Township Trustees of Madison County Ohio approve for payment the following purchases made since last meeting:
 Office Max.....Binders, Folders, Paper and protectors..... \$ 37.33
 Harbage yes, Meeker yes, Whitmer yes, Resolution passed

Whitmer expressed his appreciation to Clerk Sparks for spending time with Lisa Beachy in preparation for her April 1st term start. Both had input into the January 2008 transition from manual to UAN payroll. Lisa has attended the OTA conference sessions and is scheduled for UAN training in March.

Health & Safety: Nothing to report

Zoning: Meeker plans to attend the Regional Planning Commission meeting February 12th which will hear a request from the Monroe Twp. Zoning Committee to place on the ballot a resolution to adopt the Madison County Zoning Plan of 2002.

Fire: Meeker reported that the Pleasant Valley Fire Board and the union are near completion in their contract negotiations. The IRS audit completed recently pointed out the need to make changes in the clothing allowance. The contract for the safety equipment, the money from a recent grant, has been awarded. The chassis of the new truck is still in Springfield. A private citizen has made a donation to be used for new equipment purchases. Meeker and Attorney Kim recently appeared before the Ohio Civil Rights Commission representing the Fire Board regarding an employee dismissal.

Roads: There was discussion as to the following:

- Whitmer has received a letter from the Beckers of Hayden Run Rd. relating to a tree which has been removed by the County.
- Several deer have been removed from the roads after being hit by motorists
- Whitmer suggested that the Township establish a drivers' license check policy.
- Harbage moved and Meeker seconded to approve the contract signed to make payment of \$100 to Eli Gingerich for the use of his bush hog mower on January 30, 2008.
- D. Beiler will be removed from the CDL testing pool. Meeker will only call him in the event of an emergency. There was no decision to leave the Ohio Drug Consortium. Clerk Sparks explained that she will prepare the check to cover those currently enrolled, Whitmer, Fogt, Gingerich and Rush @ \$48/driver. Meeker will determine when or/if to send Roberts for his test as this will require additional paperwork and a setup fee.

Cemetery Harbage stated that he is very happy with Gingerich and Fogt's preseason equipment preparation, especially the Bobcat and mower painting/cleaning. Stonehugger's will be returning this spring. Meeker asked if the Wilson lot was going to be part of that project. Harbage plans to contact the soil conservancy to determine a grade and then co ordinate the dirt work on the Wilson lot with the water problems between the lot and the rear of the Church. Harbage will have the bulb changed on the exterior of the cemetery maintenance shed. When asked if there was ever an agreement with the Church to share the cost of the dumpster; Harbage stated that the Township no longer uses the Church dumpster and doesn't feel an obligation to share the cost.

Rt 42 Building The following items were discussed:

- The porch door buzzer is not working. Meeker will ask Eli Gingerich to evaluate.
- The stool in the bay shower room has been repaired. It was under warranty.
- The Rt 42 building parking lot has cracked in several areas. Harbage had questioned an asphalt contractor at the conference. He suggested that further evaluation be done when the weather warms.

Misc: Whitmer suggested that future regular meetings that adjourn to executive session should reference in their minutes the section of the ORC that allows for such adjournment.

Clerk Sparks asked that at least two Trustees be available Monday, February 11 to sign additional purchase orders and checks.

Harbage moved that the meeting be adjourned and Meeker seconded.

 Fiscal Officer

 Trustees

