

Canaan Township Board of Trustees
Regular Meeting
December 10, 2024
Minutes

Vice-Chairman Matthew Carwell called the meeting to order at 7:00 PM. Roll call showed trustees Matthew Carwell and Tyler Levering present as well as fiscal officer Jill Retterer. Trustee John Bayles was unable to attend due to a family emergency.

The fiscal officer presented the minutes from the November 12, 2024, regular meeting. Mr. Carwell made the motion to approve the minutes. Mr. Levering seconded the motion. Motion passed.

The fiscal officer reported receipts and balances to date in all funds. The bank reconciliation report was also presented. Automatic drafts were examined. The Park National Bank and STAR Ohio Statements were also distributed. Credit card purchases for November and early December were reviewed and the attestation statement signed by Mr. Carwell. Mr. Levering made the motion to approve the reports and pay the bills. Mr. Carwell seconded the motion. Motion passed.

Mr. Levering made a motion to pay the trustees compensation for 2025 as follows: 80% out of the gas tax fund and 20% out of the general fund. The fiscal officer will be paid 100% out of the general fund. Mr. Carwell seconded the motion. Motion passed.

Communications included:

- The December Grassroots Clippings newsletter
- MCTA Quarterly Meeting is Thurs. 12/19/24 @ 6:00 p.m. at Congress Township Hall
- Election of OTARMA Board of Directors
- EPA 401 Permitting Session on Thurs. 12/12/24 @ 1:00 p.m. at Ag Credit Conference Room

The trustees checked all the roads on Tuesday, December 3rd. It was reported that several townships and the county have noticed an increase in theft of road signs. Several signs have been stolen from Troy, Congress, and Washington townships. The trustees noted the only sign missing in Canaan Township is the Twp. Rd. 73 sign at the intersection of Co. Rd. 67. The trustees will replace that sign soon. The Road Sign Inventory and Management form was completed and is on file.

Small's Asphalt and Paving completed, in early November, the OPWC Phase 4 paving and widening of Twp. Rd. 60 between Twp. Rd. 67 and Co. Rd. 61. The total cost of the project was \$188,513.21. The engineer's estimate was figured at \$149,514 and was the estimate used to submit the application. That estimate had some errors in quantities of material that affected the overall cost of the project. The OPWC grant covered up to 74% of the cost from the engineer's estimate which was \$110,640. The township was responsible for the balance of the project which was \$77,872.21. Since the township began applying for OPWC grants in 2012 they have received over \$1,030,000 in grant money for road improvements. The township has paid approximately \$404,000 out of township funds to cover their portion of the OPWC projects.

There was no First Consolidated update.

There was no Regional Planning update.

Receipts were collected for the OTARMA MORE Grant application. The trustees purchased new smoke/CO2 detectors for the township hall and new tri-buster sign stands and post reflectors from Newman Signs. The registration fee for the OTA Conference will also be turned in as part of the allowable uses for the grant money. The grant this year increased from \$500 to \$1,000. The township has \$908.28 in allowance expenses to turn in.

The trustees reviewed the four mowing quotes they received for the 2025 mowing season which is April 1, 2025, to October 31, 2025. The quotes were as follows: Lewis Lawn Care and Landscaping for \$15,450; Rob Schelb for \$14,725 with a 3% discount if paid in full up front; Shumaker Lawn Care for \$12,740; and Zach Faust for \$10,000. Mr. Faust is familiar with mowing for the township as he did a lot of the mowing the last few seasons under Gene Ebert with Ebert's Lawn and Landscaping. The trustees were pleased with the quality of Mr. Faust's services. Mr. Levering made a motion to accept the bid from Zach Faust to provide mowing and trimming of the Canaan Township Cemeteries and the Township building for April through October. Mr. Carwell seconded the motion. Motion passed.

The meeting day and time for regular meetings will remain the same for 2025. Regular meetings will be held on the second Tuesday of each month at 7:00 p.m. The Organizational meeting for 2025 will be held on Tuesday, January 14, 2025, during the regular meeting time.

The IRS mileage rate for 2025 is estimated to be between 68 and 70 cents per mile driven for business use. The final amount has not been released as of this meeting. Mr. Carwell made a motion to provide mileage reimbursement at the IRS rate for 2025. Mr. Levering seconded the motion. Motion passed.

Updated driver's licenses and insurance policies for the trustees will be turned in as new licenses are issued and as insurance policies are renewed for each trustee.

A special end of the year meeting will be held Friday, December 27, 2024, at 6:00 p.m. at the township hall. The purpose of the meeting is to complete and finalize any year end business before the books are closed for 2024.

There being no further business to come before the board, Mr. Levering made the motion to adjourn. Mr. Carwell seconded the motion. Motion passed. The meeting adjourned at 8:30 PM.

Trustee: _____
John Bayles, Chairman

Trustee: _____
Matthew Carwell, Vice Chairman

Trustee: _____
Tyler Levering

Fiscal Officer: _____
Jill Retterer

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November 2024 Receipts:

Date:	Amount:	Receipt #:	From:	For:
11/12/2024	\$82.66	100-2024	Ergon Oil Purchasing	Interest - Guy Heffley Well
11/14/2024	\$741.20	101-2024	Morrow Co. Auditor	November Local Government Distribution
11/14/2024	\$528.32	102-2024	Morrow Co. Auditor	November Local Gov. Dis. Per sec 57
11/20/2024	\$9,774.68	103-2024	Morrow Co. Auditor	November Excise Gas Tax
11/20/2024	\$2,553.43	103-2024	Morrow Co. Auditor	November cents per gallon gas tax
11/21/2024	\$716.71	104-2024	Morrow Co. Auditor	November License Tax - State
11/21/2024	\$375.00	104-2024	Morrow Co. Auditor	November License Tax - County
11/30/2024	\$189.03	105-2024	Park National	November ICS Interest
11/29/2024	\$1,226.30	106-2024	STAR Ohio	November Income Dividend Reinvestment Interest
TOTAL:	\$16,187.33			

November 2024 Payments:

Date:	Amount:	Voucher/Warrant:	To:	For:
11/4/2024	\$1,007.04	103-2024	OPERS	October 2024 Payroll
11/4/2024	\$47.66	104-2024	Ohio Edison	Denmark Street Lights
11/4/2024	\$35.75	104-2024	Ohio Edison	Climax Street Lights
11/6/2024	\$2,752.00	4266	Office Depot	16 Office Chairs for Twp. Hall - ARPA Funds
11/8/2024	\$81.33	105-2024	Ohio Edison	Township Hall Electric
11/12/2024	\$453.00	4267	Ohio BWC	Worker's Comp. Premium 01/01/2025 - 01/01/2026
11/12/2024	\$628.50	4268	John Bayles	October Health Ins. Reimbursement
11/12/2024	\$402.42	4269	Matthew Carwell	October Health Ins. Reimbursement
11/12/2024	\$567.92	4270	Tyler Levering	October Health Ins. Reimbursement
11/12/2024	\$303.76	4271	Jill Retterer	October Health Ins. Reimbursement
11/19/2024	\$15.00	106-2024	Delco Water	Township Hall Water
11/27/2024	\$6,995.00	4272	Canaan Concrete LLC	Concrete Work - Twp. Hall - ARPA Funds
11/30/2024	\$794.58	4273	John Bayles	November Payroll
11/30/2024	\$791.02	4274	Matthew Carwell	November Payroll
11/30/2024	\$802.96	4275	Tyler Levering	November Payroll
11/30/2024	\$913.68	4276	Jill Retterer	November Payroll
TOTAL:	\$16,591.62			

Bank Balance as of November 30, 2024

Park National Checking Balance:	\$132,386.07
Park National MM Balance:	\$86,720.24
STAR Ohio	\$308,665.64
TOTAL:	\$527,771.95