

**Canaan Township Board of Trustees**  
**Regular Meeting**  
**August 3, 2020**  
**Minutes**

Chairman Ed Sayers called the meeting to order at 7:30 PM. Roll call showed all trustees and the fiscal officer present. Also present were Prosecutor Charles Howland and Morrow County Commissioner Candidate Mr. Tim Siegfried.

Mr. Howland spoke about the options in resolving a couple problem properties in the township that need some maintenance and lawn care. Mr. Howland will write a friendly letter to the owners of the properties giving them 30 days to clean up the properties. If no action is taken, the township has the option to pay to clean up the properties and the costs incurred by the township can be put on the owner's property taxes.

The fiscal officer presented the minutes from the July 13 regular meeting. Mr. Carwell made the motion to approve the minutes. Mr. Bayles seconded the motion. Motion passed.

The township was notified earlier this summer that the United Bank branch in Caledonia would be closing permanently on September 30, 2020. United Bank was a community bank division under the Park National umbrella, which included 12 different banking divisions and brand names. Effective June 30, 2020, all those divisions have come together under the single banner of the Park National name. The name of the bank that holds the primary checking account and the money market account for the township will now be known as The Park National Bank. The township still has the same representative, Vickey Wood, from the Bucyrus office. Park National Bank also has nearby offices in Mt. Gilead and Galion.

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 Statements were also distributed. Credit card purchases for July and early August were reviewed and Mr. Sayers signed the attestation statement. Mr. Bayles made the motion to approve the reports. Mr. Carwell seconded the motion. Motion passed.

Communications included:

- The August Grassroots Clippings newsletter
- The 2019 OTARMA Annual Report
- An update on Benick vs. Morrow County Health District – at this time the Court has determined the appeal is submitted for merit review. There will not be an Oral Argument. We should get a decision in the next month or two.

The trustees checked all the roads on Tuesday, July 28. The Road Sign Inventory and Management form was completed and is on file.

Mr. Sayers gave a report from the 1<sup>st</sup> Consolidated Fire District. At an informational meeting on July 28, it was reported that 1<sup>st</sup> Consolidated Fire District is in the process of receiving two and possibly three Assistance to Firefighters Grants (AFG). The first grant is for \$149,289 and it would be for Self-Contained Breathing Apparatus (SCBA) including 20 SCBA's, voice amps, mask and 40 bottles. The second grant is for Staffing for Adequate Fire and Emergency Response (SAFER). This would fully fund (9) full-time firefighters for three years and would include \$52,901 in salary and \$35,600 in benefits for a total annual salary of \$88,501 per firefighter. The third possible grant would be for a 75' to 100' Quint (Ladder truck) for approximately \$850,000. The total of the first two grants is \$2,528,816. If all three grants would be awarded the total would be \$3,388,816. The options if these grants are accepted are as follows:

1. Build 60' x 70' apparatus bay at Station #3, complete update on living quarters
2. Put the current 1 mil capital improvement levy on the ballot for a replacement plus additional 0.5 mil.
  - a. Current levy: \$111,200
  - b. Replacement of 1 mil: \$145,800
  - c. 1 mil Replacement plus 0.5 mil: \$218,700
  - d. Numbers reflect 100% collection
3. New station cost:
  - a. \$1 million - \$67,500 per year (20 yr. note)
  - b. \$1.5 million - \$101,200 per year (20 yr. note)
  - c. \$1.8 million - \$121,500 per year (20 yr. note)

If grant 3 is accepted, the current facilities will not accommodate this apparatus (ladder truck).

Mr. Sayers also reported that the newly opened Survival Flight has already closed its doors. They became operational in January this year and were located in the old US Army Reserve building on SR 309 owned by 1<sup>st</sup> Consolidated. According to reports, the company, with headquarters in Arkansas, said its bases in Circleville and Marion were not only the furthest from its headquarters but also the hardest hit economically due to the coronavirus pandemic.

There was no Regional Planning update.

It was reported that Greg Young was out last Wednesday July 29, 2020 to work on the HVAC units. He was able to recharge the north unit and it now appears to be working again. Mr. Carwell will check with Mr. Young on getting a quote to replace the units and getting units that would include heat strips.

It was reported that Matt Strine has completed the spraying of the roads and cemeteries for the season.

The trustees discussed applying to the OPWC for FY 22/Round 35 to finish the upper two miles of TR 60 north of TR 67 and ending at CR 59. If the grant would be approved, this would complete all five miles of TR 60 in the township.

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**A Resolution (#8-3-2020-1) was made authorizing John Bayles, Canaan Township Trustee, to prepare and submit an application to participate in the Ohio Public Works Commission State Capital Improvement and/or Local Transportation Improvement Programs and to execute contracts as required.**

**WHEREAS**, the State Capital Improvement Program and the Local Transportation Improvement Program both provide financial assistance to political subdivisions for capital improvements to public infrastructure, and

**WHEAREAS**, the Canaan Township Board of Trustees is planning to make capital improvements to **TOWNSHIP ROAD 60 RESURFACING PHASE 3**, and

**WHEAREAS**, the infrastructure improvement herein above described is considered to be a priority need for the community and is a qualified project under the OPWC programs.

**NOW BE IT RESOLVED** by the Canaan Township Board of Trustee:

Section 1: John Bayles, Trustee, is hereby authorized to apply to the OPWC for funds as described above.

Section 2: John Bayles, Trustee, is authorized to enter into any agreements as may be necessary and appropriate for obtaining this financial assistance.

The foregoing resolution offered by Board Member John Bayles.

Second offered by Board Member Matthew Carwell.

The roll being called upon its adoption the vote resulted as follows:

Mr. Carwell, yes

Mr. Sayers, yes

Mr. Bayles, yes

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Mr. Carwell made a motion to pre-buy 500 gallons of propane from Shaw Creek @ \$1.189 a gallon. Mr. Bayles seconded the motion. Motion passed.

The trustees discussed implementing a new policy that would address burial of any indigent persons in the township. Under Ohio law, townships are required to pay for the burial of indigent persons who have not been claimed by a loved one for private interment at their own expense.

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Mr. Carwell moved for the adoption of the following Resolution (#8-3-2020-2):

## **POLICY FOR THE BURIAL OF UNCLAIMED OR INDIGENT BODIES AT THE EXPENSE OF THE TOWNSHIP**

### **PREAMBLE**

**WHEREAS;** Canaan Township (herein after referred to as “the Township”) will pay for cremation of any unclaimed or indigent person, who at the time of death was a legal resident of the Township, in accordance with the Ohio Revised Code §9.15. Prior to the authorization of cremation, the Township or his or her authorized designee, shall make reasonable attempt to determine whether the deceased person was a legal resident of the Township. As used herein, “legal residency” means a physical presence in a particular location, coupled with the choice to make that place home, or the place with which a person is most intimately connected.

**Purpose:** This indigent burial policy is enacted to comply with the provisions of Ohio Revised Code §9.15 for reasons of public health, safety, and welfare and sensibilities pertaining to: (i) the burial of indigent persons found within the Township who are not claimed by any person for private interment or cremation at the person’s own expense, or (ii) cremation and interment when the body of an indigent person is claimed by an indigent person.

**Unclaimed:** When the body of a dead person is found within the Township and such person was not an inmate of a correctional, benevolent, or charitable institution of this State, and the body is not claimed by any person for private interment or cremation at the person’s own expense or delivered for the purpose of medical or surgical study or dissection in accordance with Ohio Revised Code §1713.34, then the Township shall be liable for the cremation and interment expenses, in the amounts set forth herein, if:

- a.) The deceased is determined to be an indigent person; and
- b.) The person was a legal resident of the Township at the time of death.

**Claimed:** When the body of a dead person is claimed by an indigent person simply as that of a loved one, without undertaking to arrange and pay for private interment, the Township shall be liable for the cremation and interment expenses, in the amounts set forth herein, if:

- a.) The deceased is determined to be an indigent person; and
- b.) The deceased was a legal resident of the Township at the time of death; and
- c.) The claimant is determined to be an indigent person.

Pursuant to the Ohio Revised Code §517.06 and §9.15, the Township shall provide a grave, a grave marker, and the opening and closing for burial of the cremation remains of any unclaimed or indigent person who was at the time of death a legal resident of the Township. The Township shall not pay for any other costs associated with embalming, funeral, transportation, services of any kind, visitation charges, etc.

**Policy:** Upon finding that the deceased was a legal resident of the Township and after verifying indigency of the decedent and the claimant of the decedent’s body, if any, as described herein, the Township or his or her designee shall authorize the funeral director to cremate the decedent. The Township shall dispose of the remains of indigent persons by cremation only. The Township will choose the funeral home to conduct the cremation and will enter into an agreement with said funeral home for a specific price for the cremation and inurnment or internment of the remains of the deceased. The cremated remains of the deceased may be released to the decedent’s family or loved ones.

An indigent person claiming the body of an indigent decedent may not make independent funeral arrangements and have the bill submitted to the Township. Should this occur, the Township is not liable for costs under these circumstances. The Township shall set aside a section of cemeteries where unclaimed indigent persons may be buried. If the cremated remains are not claimed, the Township shall cause the cremains to be buried. The Township shall also provide at the grave of the person’s cremated remains, if such remains are buried, a metal, stone, or concrete marker on which the person’s name and age, if known, and date of death shall be inscribed.

**Determining Indigence:** Prior to the cremation authorization, the Township or his or her designee, shall make reasonable attempt to determine whether the deceased person is in fact indigent, and, where the deceased person is claimed by an indigent person, whether the claimant is in fact indigent.

**Definitions:** Ohio Revised Code §9.15 defines an “indigent person” as someone whose income does not exceed 150% of the federal poverty line as revised annually by the United States Department of Health and Human Services in accordance with Section 673(2) of the “Omnibus Budget Reconciliation Act of 1981”, as amended for a family size equal to the size of the person’s family.

- a. “Indigent decedent”: A deceased person whose body is found in the Township and who was a legal resident of the Township at the time of death, and the person was not an inmate of a correctional, benevolent, or charitable institution of this State, and the body is not claimed by any person for private interment or cremation at the person’s own expense or delivered for the purpose of medical or surgical study or dissection in accordance with §1713.34 of the Ohio Revised Code, and the person is determined to be indigent as described herein. The criteria used to evaluate indigency status shall include, but is not limited to, the income components as defined by the most recent version of the United States Census Bureau and any other relevant considerations concerning the financial condition of the individual, including but not limited to, fundraising revenue and/or insurance intended for funeral, cremation, and/or burial expenses. Once the income information described herein has been verified, then the most recent version of the United States Department of Health and Human Services Poverty Guideline Publication will be used to determine whether the person’s income does or does not exceed 150% of the federal poverty line. In determining indigency, the wages or salary income earned by dependent minors under 18 years of age shall not be considered.
  
- b. “Indigent claimant”: A person who claims the body of an indigent decedent and also claims he or she is indigent. The criteria used to evaluate indigency status shall include, but is not limited to, the income components as defined by the most recent version of the United States Census Bureau and any other relevant considerations concerning the financial condition of the individual, including but not limited to, fundraising revenue and/or insurance intended for funeral, cremation, and/or burial expenses. Once the income information described herein has been verified, then the most recent version of the United States Department of Health and Human Services Poverty Guideline Publication will be used to determine whether the person’s income does or does not exceed 150% of the federal In determining indigency, the wages or salary income earned by dependent minors under 18 years of age shall not be considered.

**WHEREAS;** Ohio Revised Code §1713.34 and §9.15 indicate that the Township Board of Trustees may deliver the body to a college or the Board of Embalmers and Funeral Directors in lieu of burial or cremation. The Township Trustees reserve the right to donate a deceased person’s body for this purpose. If an indigent is a veteran, the Township may contact family or friends and assist them in applying to the county for an appropriate burial or cremation in accordance with Revised Code §5901.25 to §5901.32.

The Township requires a completed, notarized, application by the deceased’s representative and a funeral home representative.

The Township may seek bids for the cost of cremation from more than one funeral home.

The Township may select the funeral home that will provide the cremation service.

**NOW THEREFORE BE IT RESOLVED**

This Resolution shall become effective immediately upon its passage.

Mr. Bayles seconded the motion.

The roll being called upon its adoption the vote resulted as follows:

Mr. Carwell, yes

Mr. Sayers, yes

Mr. Bayles, yes

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The township received a Renewal Application for Government Aggregators from Energy Harbor. Energy Harbor is the servicer of the township’s government aggregation program. This certification renewal is something the utilities commission requires Energy Harbor to do every two years. The document needs to be signed, notarized, and returned by August 20, 2020. Chairman Ed Sayers will take care of getting the document signed and notarized.

Mr. Carwell is going to check with Siegman’s Dirt Bagger to get the carpet cleaned at the township hall.

Mr. Bayles made the motion to approve the bills for payment. Mr. Carwell seconded the motion. Motion passed.

There being no further business to come before the board, Mr. Bayles made the motion to adjourn. Mr. Carwell seconded the motion. Motion passed. The meeting adjourned at 9:30 PM.

Trustee: _____ Edward Sayers, Chairman	Trustee: _____ John Bayles, Vice Chairman
Trustee: _____ Matthew Carwell	Fiscal Officer: _____ Jill Retterer

**Canaan Township Board of Trustees**  
**Regular Meeting**  
**August 3, 2020**  
**Minutes**

July 2020 Receipts:

Date:	Amount:	Receipt #:	From:	For:
7/10/2020	42.14	49-2020	Ergon Oil Purchasing	Crude Oil Interest 6/10/2020
7/16/2020	\$529.27	50-2020	Morrow Co. Auditor	July Local Gov. Dis. Per sec 57
7/16/2020	\$670.81	51-2020	Morrow Co. Auditor	July Local Government Distribution
7/20/2020	\$932.24	52-2020	Morrow Co. Auditor	July License Tax - State
7/20/2020	\$474.63	52-2020	Morrow Co. Auditor	July License Tax - County
7/20/2020	\$2,104.23	53-2020	Morrow Co. Auditor	July cents per gallon
7/20/2020	\$8,256.41	53-2020	Morrow Co. Auditor	July Excise Gas Tax
7/28/2020	\$350.00	54-2020	Timson & Melroy Funeral Home	O/C Grave - Harold Garver
7/28/2020	\$30,122.82	55-2020	Morrow Co. Auditor	2nd half 2019 RE Taxes
7/31/2020	\$33.16	56-2020	United Bank	July ICS Interest
TOTAL:	<b>\$43,515.71</b>			

July 2020 Payments:

Date:	Amount:	Voucher/Warrant:	To:	For:
7/3/2020	\$925.52	53-2020	OPERS	June Payroll
7/3/2020	\$998.52	54-2020	IRS	2nd Quarter Federal Withholding
7/3/2020	\$320.61	55-2020	Treasurer State of Ohio	2nd Quarter State Withholding
7/3/2020	\$168.69	56-2020	School District Income Tax	2nd Quarter School District Withholding
7/6/2020	\$39.10	57-2020	Ohio Edison	Denmark Street Lights
7/6/2020	\$29.31	57.2020	Ohio Edison	Climax Street Lights
7/13/2020	\$97.66	58-2020	Ohio Edison	Township Hall Electric
7/13/2020	\$22.50	3640	AIM Media	Legal Ad - 2021 Budget Hearing
7/13/2020	\$255.00	3640	AIM Media	Legal Ad 2x - OPWC Bid Notice
7/13/2020	\$985.00	3641	Eugene Ebert	July Mowing Contract Payment
7/13/2020	\$75,285.54	3642	Mid-Ohio Paving	Paving TR 61, TR 62, TR 64
7/13/2020	\$188.18	3643	Matthew Carwell	June Health Ins. Reimbursement
7/13/2020	\$577.76	3644	Edward Sayers	June Health Ins. Reimbursement
7/13/2020	\$443.74	3646	John Bayles	June Health Ins. Reimbursement
7/21/2020	\$12.00	59-2020	Delco Water	Township Hall Water
7/27/2020	\$214.98	60-2020	Cardmember Services	WIX Website - 2 yr. domain renewal
7/31/2020	\$741.50	3647	John Bayles	July Payroll
7/31/2020	\$713.66	3648	Matthew Carwell	July Payroll
7/31/2020	\$837.88	3649	Jill Retterer	July Payroll
7/31/2020	\$725.65	3650	Edward Sayers	July Payroll
TOTAL:	<b>\$83,582.80</b>			

Bank Balance as of July 31, 2020:

United Bank Balance:	\$60,350.33
United Bank MM Balance:	\$266,917.51
<b>TOTAL:</b>	<b>\$327,267.84</b>