

**Canaan Township Board of Trustees**  
**Regular Meeting**  
**April 14, 2008**  
**Minutes**

Chairman Edward Sayers called the meeting to order at 7:30 PM. Roll call showed all trustees present.

Dan Busler of Earthworm Construction was present for the opening of the road bids.

The clerk read the minutes from the previous meeting. Mrs. Pangborn made the motion to approve the minutes; Mr. Bayles seconded. Motion passed.

The fiscal officer reported receipts and balances to date in all funds. The bank reconciliation report was also presented. Automatic drafts for utilities were examined. Mr. Bayles made the motion to approve the reports; Mrs. Pangborn seconded. Motion passed.

Communications included the Grassroots Clippings, information from Frank Gates advising of their name change to Avizent, a letter from the local EMA office about possible emergency declaration for snow of March 7-9, notice of the increase of the per capita fee increase for EMA, a refund from the BWC for early payment of the premium, forms for oil exploration from Appalachian Geophysical Services, information from the Board of Revision changing the value as requested of the CR28 building to \$500, and other newsletters and flyers.

Under old business road work was discussed. Roads were checked and the report filed with comments about signs all being in place and the patching needed.

After discussing the notice of the change in valuation of the CR28 building, Mrs. Pangborn made the motion to accept the new valuation; Mr. Bayles seconded. Motion passed.

Road bids were opened from Earthworm Construction, Lloyd, Porter & Porter, and Small's. Only the Earthworm bid had all pricing completed as required. The other two bids were disqualified for no pricing for snow removal or culvert work. Mrs. Pangborn made the motion to accept the bid from Earthworm; Mr. Bayles seconded. Motion passed.

Discussion of the garden tractor, valued at less than \$2500, once used for mowing the SR 95 grounds brought the decision that since the garden tractor was no longer needed it should be sold. A notice will be posted on the bulletin board offering the mower for sale to the highest bidder by the next regular meeting of the board of trustees.

After discussion of the Board of Revision letter lowering the valuation of the CR 28 building to \$500, Mrs. Pangborn made the motion to accept the revised valuation; Mr. Bayles seconded. Motion passed.

Trash Bash participants for clean-up of Canaan Township Roads will come from three different

4-H clubs: The Four Green Hearts, Country Clovers, and Clover Posse. To express the township's appreciation for the clean-up efforts, Mrs. Pangborn made the motion to donate \$100 to each of the clubs this year; Mr. Bayles seconded. Motion passed.

The discussion of the CR28 building plans for demolition brought the decision to call the Rausch family to update them on the progress of the building's disposal. Prosecutor Howland will have a resolution ready for the next board meeting.

Under new business bills for payment were presented. Mr. Sayers made the motion to approve the payment of the bills; Mr. Bayles seconded. Motion passed.

An Ethics Policy was reviewed for approval and adoption. Mr. Bayles made the motion to adopt a resolution adopting the Ethics Policy as presented; Mr. Sayers seconded. Upon roll call the vote was as follows: Mr. Bayles, yes; Mr. Sayers, yes; Mrs. Pangborn, yes.

A Schedule of Records Retention and Disposition was reviewed for approval. Mrs. Pangborn made the motion to adopt a resolution to adopt the Schedule of Records Retention and Disposition as presented; Mr. Sayers seconded. Upon roll call the vote was as follows: Mrs. Pangborn, yes; Mr. Sayers, yes; Mr. Bayles, yes.

The building lease/rental proposed policy was examined. A new item was added requiring non-residential individuals to pay a \$50 deposit with \$25 to be refunded after a post-use inspection that shows satisfactory clean-up. Mr. Bayles made the motion to pass the resolution to adopt the SR95 Building Lease/Rental Policy as amended; Mr. Sayers seconded. Upon roll call the vote was as follows: Mr. Bayles, yes; Mr. Sayers, yes, Mrs. Pangborn, yes.

Publishing a newsletter for the spring was discussed and topics assigned. It was also requested that the board consider adopting an official seal for Canaan Township.

There being no further business to come before the board Mrs. Pangborn made the motion to adjourn; Mr. Sayers seconded. Motion passed. The meeting adjourned at 10:00 PM.

Chairman \_\_\_\_\_  
Edward Sayers  
V. Chairman \_\_\_\_\_  
John Bayles  
\_\_\_\_\_  
Billie Pangborn  
\_\_\_\_\_  
Deana Detwiler, Fiscal Officer