

RECORD OF PROCEEDINGS

MINUTES OF THE

BOARD OF CANFIELD TOWNSHIP TRUSTEES

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Meeting held on December 10, 2013 at 7:00 P.M.

Canfield Township Trustees met in Regular Session in the Canfield Township Hall, on Tuesday, December 10, 2013 at 7:00 P.M. Chairman Bettile opened the meeting with the Pledge of Allegiance. There were two residents present plus Brian Governor, Trustee Elect. Attendance sheet is available upon request.

Inasmuch as these meetings are recorded, these minutes are to provide information of the most salient points, and are not intended to describe all conversations and testimony verbatim. Recording of the meetings are available for listening in the Township Hall, and a copy may be obtained upon request of the Fiscal Officer.

PUBLIC PRESENTATION

Doris Puerner of Leffingwell Rd extended an invitation to the Board to attend the German Christmas event at Loghurst on December 15, 2013 from 5:30pm to 8pm.

Attendance Roll Call

Chairman Bettile requested attendance be called by the Fiscal Officer:

Ms. Cartwright	present,
Mr. Maszczak	present,
Mr. Bettile	present

MINUTES: Chairman Bettile requested corrections or additions to the minutes of the regular meeting of November 12, 2013. Minutes with corrections were accepted as presented.

THE ZONING REPORT: Chairman Bettile requested questions or comments on the Zoning report. Mr. Rogers answered questions about electronic signs in the Township. Ms. Cartwright noted one electronic sign that was approved, but she would like more information on the regulations from Mr. Rogers. Mr. Maszczak reported on regulations discussed during a meeting in December, noting that the sign approved meets those regulations. Ms. Cartwright noted that what was given to the Board doesn't provide enough information. The report was accepted as presented.

ADMINISTRATOR/ROAD SUPERINTENDENT REPORT: Chairman Bettile requested questions or comments on the Administrator/Road Superintendent's report. Mr. Bettile asked if we are done with the sanitary lines at the park. Mr. Rogers reported that he is awaiting the final inspection from the county and Ohio Edison has to connect the power for final testing.

Mr. Rogers reported on the Turnpike Commission/ODOT meeting that he attended on December 5. Mr. Rogers explained the two projects that may qualify for grants and the time limitations for applying on line. He inquired as to the Board's wishes to pursue these projects, since he will need to setup an appointment with the Akron ODOT representative and have engineering drawings ready. Ms. Cartwright is in favor of moving forward with these projects. The Fiscal Officer asked when he will need an engineer. Mr. Rogers only needs to apply by January 31, 2014 on line. He has time to get things together and discuss the next step with the Board.

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Mr. Rogers informed the Board that both ODNR conservation grants that were applied for were granted.

Ms. Cartwright asked about the illegal dumping at the park. Mr. Rogers updated the Board, noting the Township's options.

Mr. Bettile received a letter from Armando Auto asking why his business was not grandfathered in since his signs have been up for twenty-two years. Mr. Maszczak will handle letter. The report was accepted as presented.

FISCAL OFFICER'S REPORT: Chairman Bettile called on the Fiscal Officer, Carmen I. Heasley, to present the financials. Fiscal Officer explained that blanket certificate 45-2013 was approved at the last meeting, but she used one vendor (Ohio Edison) thereby not allowing it to be used for another vendor, therefore she needed to reduce blanket certificate 45-2013 by \$576.50 and create 46-2013 in the same amount. She reviewed warrants, electronic payments, and suggested a transfer from the General Fund to the Road Fund that was budgeted and the Permissive Fund to allow the repayment of an advance. Fiscal Officer expressed concern with the Recycling Fund revenues. She explained that we have been waiting for \$7,000.00 that is the payment for the 2012 Leaf Program. It has been promised to us several times and now they are again claiming they do not have our signed contract. Fiscal Officer prefers removing this revenue off the 2013 budget at this time, since the Green Team can't guarantee we will receive these funds this year. The amount represents over 25% of the fund balance.

Corrections have been made to the 2014 temp budget and it's ready for approval. The motion for street lighting tax assessment was ready for the last meeting, but the meeting was cancelled due to bad weather, so the Fiscal Officer presented the form for approval tonight.

Fiscal Officer referenced Resolution #2011-12-13-230 passed on 12/30/2011 that authorized the installation of street lights in the Summerwind Development for phases 3, 4, 5 & 6 notifying the Board that she received a call from the developer on 11/27 and he is ready to begin phase 3. The developer has contacted Ohio Edison for the first stage. Ohio Edison will contact the Fiscal Officer with the final cost before install. No action is needed at this time. The developer owns all lots at this time. The report was accepted as presented.

NEW BUSINESS

RESOLUTION 2013-12-10-213

Appointment of a Township Resident to Cardinal Joint Fire District Board

Mr. Maszczak moved to appoint township resident Mrs. Carol Potter as the resident representative to the Cardinal Joint Fire District Board of Trustees for a two year term. The Motion was seconded by Mr. Bettile. Discussion: Ms. Cartwright noted that she appreciates the Board appointing Mrs. Potter to this position since she is dedicated, has done a great job and is an asset to the Fire Board. Roll call: Ms. Cartwright, yes; Mr. Maszczak, yes; Mr. Bettile, yes. Motion carried 3 to 0.

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RESOLUTION 2013-12-10-214

Blanket Certificates

Mr. Bettile moved to approve BC45-2013 – BC47-2013 for a total of \$18,576.50 to cover expenses. The Motion was seconded by Ms. Cartwright. Roll call: Ms. Cartwright, yes; Mr. Maszczak, yes; Mr. Bettile, yes. Motion carried 3 to 0.

RESOLUTION 2013-12-10-215

Warrants & Electronic Payments

Mr. Maszczak moved to approve Warrants #9165 thru #9239, electronic payments and charges 268-2013 thru 295-2013 as general & payroll obligations of the Township in the amount of \$82,789.26. The Motion was seconded by Mr. Bettile. Roll call: Ms. Cartwright, yes; Mr. Maszczak, yes; Mr. Bettile, yes. Motion carried 3 to 0.

RESOLUTION 2013-12-10-216

Transfer from the General Fund

Ms. Cartwright to approve the transfer of \$44,000.00 from the General Fund line #1000-910-910-0000 to the Permissive Fund line #2231-931-0000. The Motion was seconded by Mr. Bettile. Roll call: Ms. Cartwright, yes; Mr. Maszczak, yes; Mr. Bettile, yes. Motion carried 3 to 0.

RESOLUTION 2013-12-10-217

Repayment of Advance

Mr. Bettile moved to approve the repayment of advance made from the General Fund to the Permissive Fund to cover the paving program in the amount of \$23,882.10. The Motion was seconded by Mr. Maszczak. Roll call: Ms. Cartwright, yes; Mr. Maszczak, yes; Mr. Bettile, yes. Motion carried 3 to 0.

RESOLUTION 2013-12-10-218

Transfer from General Fund

Ms. Cartwright moved to approve the transfer of \$55,000.00 from the General Fund line #1000-910-910-0000 to the Road District line #2141-931-0000. The Motion was seconded by Mr. Bettile. Roll call: Ms. Cartwright, yes; Mr. Maszczak, yes; Mr. Bettile, yes. Motion carried 3 to 0.

RESOLUTION 2013-12-10-219

Canfield Township Street Lighting Tax Assessment

After due consideration of the costs incurred to date and the projected future costs of furnishing and maintaining the lights and related costs of the Canfield Township Lighting Districts:

NOW THEREFORE; the Canfield Board of Township Trustees does hereby resolve; that the special assessment for tax year 2012-2013, in an equal amount general against each parcel in each special lighting district, shall be in the aggregate amount determined by the FO and provided to the Mahoning County Auditor's Office for Special Assessment for year 2012-2013.

1153 lots for a total of \$66,255.80

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Mr. Maszczak moved and Mr. Bettile seconded the Motion to accept the Special Street Lighting Tax Assessments incorporating all street lighting districts that total 1153 lots at an approximate total of \$66,255.80. Roll call: Ms. Cartwright, yes; Mr. Maszczak, yes; Mr. Bettile, yes. Motion carried 3 to 0.

RESOLUTION 2013-12-10-220

Insurance Benefits

Ms. Cartwright moved to approve insurance benefits as follows:...Whereas, the Canfield Township Board of Trustees, hereafter called Board, pursuant to ORC 505.60, the Board by Resolution is empowered to procure or contract for group health insurance, vision care, dental, life, AD&D and cancer insurance for elected officials, and full-time Township's employees; and Whereas, the Board, pursuant to ORC 505.60, is empowered to reimburse the same for their out-of-pocket group insurance premiums charged by insurance companies or employers other than the Twp. Written proof of coverage and cost must be provided to the FO prior to payment. The amount the Twp. will reimburse any of its Elected Officials or Twp. employees is the actual out-of-pocket premium costs, which shall not exceed the amount of the average monthly premiums per employee under the group health and life insurance provided directly by the Twp.; and Whereas, the Board, pursuant to ORC 505.60; during open enrollment, will offer the same coverage to all eligible Elected Officials and employees not presently receiving coverage. Should there be loss of coverage from insurance company or employer other than the Twp. outside of open enrollment, the Twp. shall attempt to obtain coverage from present providers. Be it Resolved that the Board, agrees to provide group health insurance, prescription drug program, vision care, dental, life, AD&D and cancer insurance for Elected Officials and all full-time Township employees and/ or group health insurance and life insurance premium reimbursement plan. If an individual is on Medicare then their opt-out payment in lieu of coverage cannot exceed \$100.00 per month or whatever is allowable by law. The Motion was seconded by Mr. Bettile. Roll call: Ms. Cartwright, yes; Mr. Maszczak, yes; Mr. Bettile, yes. Motion carried 3 to 0.

RESOLUTION 2013-12-10-221

Maximum Compensation for Elected Officials

Ms. Cartwright moved that elected Officials of Canfield Township, Mahoning County are entitled to the Maximum Compensation permitted per the Ohio Revised Code, this is in response to an Attorney General's Opinion. The Motion was seconded by Mr. Maszczak. Roll call: Ms. Cartwright, yes; Mr. Maszczak, yes; Mr. Bettile, yes. Motion carried 3 to 0.

RESOLUTION 2013-12-10-222

2014 Temporary Budget

Ms. Cartwright moved to approve the 2014 Temporary Budget. The Motion was seconded by Mr. Maszczak. Discussion: Some adjustments were made, noting that if we are granted the loan option by OPWC, the Fiscal Officer will move that project from the Road Fund (Contract Services) to the Public Works Issue I Project Fund for better accountability. Ms. Cartwright asked where the truck came from listed in the budget. Mr. Rogers explained. Ms. Cartwright wants a replacement schedule formulated on all our vehicles and equipment. That is needed to understand when to replace equipment or vehicles. Listing a truck and pickup in the same year...she can't see that happening. She suggested that Mr. Rogers and Mr. Burkett get this information together as soon as possible so the Board can make an informed decision on replacement. She also wants to see a repair/maintenance schedule on all vehicles that is necessary to determine when to replace vehicles and major equipment. Roll call: Ms. Cartwright, yes; Mr. Maszczak, yes; Mr. Bettile, yes. Motion carried 3 to 0.

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RESOLUTION 2013-12-10-223

Executive Session

Ms. Cartwright moved to enter into Executive Session for the purpose of reviewing the compensation of public employees and potential purchase of property. The Motion was seconded by Mr. Bettile. Mr. Brian Governor, Trustee Elect was invited into Executive Session. Roll call: Ms. Cartwright, yes; Mr. Maszczak, yes; Mr. Bettile, yes. Motion carried 3 to 0. 7:54pm. Ms. Cartwright moved to return to open session at 8:39pm. Mr. Bettile seconded the Motion.

RESOLUTION 2013-12-10-224

Compensation of a Public Employee

Mr. Maszczak moved to increase the Township Administrator/Road Superintendent's salary from \$52,000 to \$55,000 to take effect January 1, 2014. The Motion was seconded by Ms. Cartwright. Discussion: Mr. Bettile noted that Mr. Rogers has been employed by the Township since April 2011 without a pay raise during his employment. Roll call: Ms. Cartwright, yes; Mr. Maszczak, yes; Mr. Bettile, yes. Motion carried 3 to 0.

RESOLUTION 2013-12-10-225

Amend Resolution # 2013-08-13-148

Tony Bettile moved to Amend Resolution 2013-08-13-148 Purchase Property to read: Trustee Cartwright to negotiate for land not to exceed \$310,000.00. The Motion was seconded by Mr. Maszczak. Roll call: Ms. Cartwright, yes; Mr. Maszczak, yes; Mr. Bettile, yes. Motion carried 3 to 0.

Trustee Comments: Ms. Cartwright noted that the Fiscal Officer should be advised that the Board had discussion and has agreed to return two days of sick leave to Shawn Stack that he took while his father was at the Cleveland Clinic., he was entitled to three funeral days and he only took one funeral day.

Ms. Cartwright noted that she assumes that the Fiscal Officer may need a meeting before the end of December to sign and approve final warrants.

ADJOURNMENT

Chairman adjourned the meeting at 8:54 pm. The next regular meeting of the Board shall be held on January 7, 2014 at 7:00 pm.

Mr. Anthony J. Bettile, Chairman

Mr. Stephen M. Maszczak, Vice-Chairman

Ms. Marie Izzo Cartwright, Trustee

Mrs. Carmen I. Heasley, Fiscal Officer

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