

RECORD OF PROCEEDINGS

MINUTES OF THE

BOARD OF CANFIELD TOWNSHIP TRUSTEES



Meeting held on January 08, 2013 at 7:00 P.M.

Canfield Township Trustees conducted their Reorganizational Meeting on Tuesday, January 8, 2013, at 7:00 P.M. in the Township Hall. Acting Chairman Ms. Cartwright opened the meeting with the Pledge of Allegiance, There were two others present.

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.

Attendance Roll Call

Chairman Cartwright requested that Carmen I. Heasley, Fiscal Officer, call the attendance roll:

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

Acting Chairman Cartwright turned the meeting over to Fiscal Officer Heasley to preside over the election of a Chairman for 2013.

RESOLUTION 2013-01-08-03

Election of Chairman for 2013

Ms. Heasley entertained a motion for the 2013 Chairman of Board of Canfield Township Trustees. Ms. Cartwright moved to appoint Mr. Bettile as Chairman of the Board of Trustees. The Motion was seconded by Mr. Maszczak. Roll Call: Ms. Cartwright; yes Mr. Maszczak, yes; Mr. Bettile, yes. Motion carried 3 to 0. Fiscal Officer declared Mr. Bettile, Chairman for 2013 and turned meeting back to the new Chairman.

RESOLUTION 2013-01-08-04

Election of Vice Chairman for 2013

Mr. Bettile motioned to elect Mr. Maszczak for Vice Chairman of the Board of Trustees and the Motion was seconded Ms. Cartwright. Roll Call: Ms. Cartwright; yes Mr. Maszczak, yes; Mr. Bettile, yes. Motion carried 3 to 0.

RESOLUTION 2013-01-08-05

Sunshine Law

Moved by Ms. Cartwright, with seconded by Mr. Maszczak as follows:

Regular Meetings: Regular Meetings of the Board of Trustees shall be held on the 2nd and 4th Tuesday of each month at 7 pm at the Township Hall located at 21 S. Broad St, Canfield, Ohio, and notice of said meeting will be posted on the Township sign in front of the Township Hall which is provided for that purpose. Notice shall be given to *The Youngstown Vindicator* and the *Canfield Town Crier*.

Special/Emergency Meeting: Notice of special meetings of the Board of Trustees shall be given by posting advance written notice of the meeting by posting on the Township sign in front of the Township



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Hall which is provided for that purpose. Additionally, notice of all special meetings will be given to *The Youngstown Vindicator* and the *Canfield Town Crier*, and any other media that requests the same. Notice of a special meeting shall be given at least 24 hours in advance of the meeting, except in an emergency in which case the notice shall be given as soon as possible.

Content of Notice: Notice of Special Meetings of the Board of Trustees shall contain the following information: 1) Date 2) Time 3) Place and 4) Purpose of the meeting.

Written Notice Up On Request: Additionally, the Township will provide advance written notice of special meetings to anyone who provides their request verbally to the Fiscal Officer or designee and provides an Email address, self-addressed pre-paid envelope or postcards. Motion was seconded by Mr. Maszczak. Roll Call: Ms. Cartwright; yes Mr. Maszczak, yes; Mr. Bettile, yes. Motion carried 3 to 0.

RESOLUTION 2013-01-08-06

Legal Counsel

Ms. Cartwright moved to use Mahoning County Prosecutors according to ORC 309.09A as the Township's first legal counsel and hire outside legal counsel as needed in accordance with the Counsel's expertise. Motion was seconded by Mr. Maszczak. Roll Call: Ms. Cartwright; yes Mr. Maszczak, yes; Mr. Bettile, yes. Motion carried 3 to 0.

RESOLUTION 2013-01-08-07

Requesting Advances from the County Auditor

Mr. Maszczak moved for approval for the Fiscal Officer to request advances from the Mahoning County Auditor for 2012 real estate property collections as funds become available. The Motion was seconded by Ms. Cartwright. Roll Call: Ms. Cartwright; yes Mr. Maszczak, yes; Mr. Bettile, yes. Motion carried 3 to 0

RESOLUTION 2013-01-08-08

Parking Ban

Mr. Bettile moved to continue the use the emergency parking ban as established in 2009 as provided by ORC 505.17. Motion was seconded by Mr. Maszczak. Roll Call: Ms. Cartwright; yes Mr. Maszczak, yes; Mr. Bettile, yes. Motion carried 3 to 0.

RESOLUTION 2013-01-08-09

Appointment of Union Liaison

Ms. Cartwright moved to appoint Trustee Maszczak as the Union Liaison. Motion was seconded by Mr. Bettile. Roll Call: Ms. Cartwright; yes Mr. Maszczak, yes; Mr. Bettile, yes. Motion carried 3 to 0.

RESOLUTION 2013-01-08-10

Appointment of Trustee to Cardinal Joint Fire District Board

Mr. Maszczak moved to appoint Trustee Cartwright as the representative to the Cardinal Joint Fire District Board. Motion was seconded by Mr. Bettile. Roll Call: Ms. Cartwright; yes Mr. Maszczak, yes; Mr. Bettile, yes. Motion carried 3 to 0.

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RESOLUTION 2013-01-08-11

Setting Gas Mileage Reimbursement Rate

Ms. Cartwright moved to set the mileage reimbursement rate at \$0.565 cents per mile, the standard mileage rate for reimbursement of business mileage set by the Federal Government effective January 1, 2013. Motion was seconded by Mr. Maszczak. Roll Call: Ms. Cartwright; yes Mr. Maszczak, yes; Mr. Bettile, yes. Motion carried 3 to 0.

RESOLUTION 2013-01-08-12

Reimbursement for Meals and Lodging

Mr. Maszczak moved to reimburse for meals when directly related to meetings, seminars, conferences or training sessions but not to exceed a daily per diem rate of \$45.00, except if amount charged for meals by conference is higher. Additionally in metropolitan areas, such as Washington, DC, the rate set by the General Services Administration will be accepted. All meal reimbursement requests must be accompanied by receipts. This is applicable for programs whether or not an overnight stay is involved. Lodging for the same will be reimbursed in accordance with state per diem rates or sanctioned conference or seminar room block rates. Overnight accommodations will be reimbursed for travel over 100 mile radius or in any case deemed an emergency situation or hazardous travel conditions exist. Motion seconded by Mr. Bettile. Discussion: Ms. Heasley asked if the only change was "with advance approval of the Board". Ms. Cartwright stated, "Yes" that is correct and also inserting and emergency situations where approval is not necessary and this will also be addressed in the Township Travel Policy. Roll Call: Ms. Cartwright; yes Mr. Maszczak, yes; Mr. Bettile, yes. Motion carried 3 to 0.

RESOLUTION 2013-01-08-13

Designating the Official Newspaper

Ms. Cartwright moved to name *The Youngstown Vindicator* as the official newspaper for Canfield Township notices. Motion was seconded by Mr. Bettile. Roll Call: Ms. Cartwright; yes Mr. Maszczak, yes; Mr. Bettile, yes. Motion carried 3 to 0.

ADJOURNMENT

With no further business before the Board, the Chairman called for adjournment of the meeting. Thereupon the meeting was adjourned at 7:11 p.m.

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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