

# RECORD OF PROCEEDINGS

MINUTES OF THE

## BOARD OF CANFIELD TOWNSHIP TRUSTEES

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Meeting held on January 8, 2013 at 7:11 P.M.

Canfield Township Trustees met in Regular Session in the Canfield Township Hall, on Tuesday, January 8, 2013 at 7:11 P.M. Chairman Bettile opened the meeting with the Pledge of Allegiance. There were four residents present. 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.*

### 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 tabled the minutes of September 18, October 2, October 9, October 23, November 9 and November 13, November 27, November 28, December 11, December 31, awaiting Prosecutor's opinion.

**THE ZONING REPORT:** Chairman Bettile requested questions or comments on the Zoning report. The report was accepted as presented.

**ADMINISTRATOR/ROAD SUPERINTENDENT REPORT:** Chairman Bettile requested questions or comments on the Administrator/Road Superintendent report. Ms. Cartwright requested that Mr. Rogers provide the Board with a monthly Calendar of the upcoming events, meetings, and etc. The report was accepted as presented.

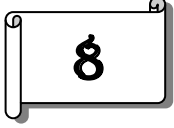
**FISCAL OFFICERS REPORT:** Chairman Bettile called on the Fiscal Officer, Carmen I. Heasley, to present the financials and she did so in detail. Ms. Heasley explained the need for a three cent purchase order. Ms. Heasley provided an updated 2012 revenue status report noting everything posted well.

### NEW BUSINESS

#### RESOLUTION 2013-01-08-14

#### 2012 Purchase Order

Mr. Maszczak moved to approve purchase orders PO 73-2012 in the amount of \$.03 for the purpose of encumbering the funds of the Township. The 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 2013-01-08-15**

#### **2013 Purchase Order**

Ms. Cartwright moved to approve Purchase Order PO 01-2013 – PO 29-2013 in the amount of \$779,392.17 for the purpose of encumbering the funds of the Township. The Motion was seconded by Mr. Bettile. Roll call: Ms. Cartwright, yes; Mr. Maszczak, yes; Mr. Bettile, yes. Motion carried 3 to 0.

### **RESOLUTION 2013-01-08-16**

#### **2013 Blanket Certificates**

Mr. Maszczak moved to approve Blanket Certificates BC 01-2013 thru BC 40-2013 in the amount of \$450,800.00 for the purpose of encumbering funds of the Township. The Motion was seconded by Ms. Cartwright. Roll call: Ms. Cartwright, yes; Mr. Maszczak, yes; Mr. Bettile, yes. Motion carried 3 to 0.

### **RESOLUTION 2013-01-08-17**

#### **2012 Warrants**

Ms. Cartwright moved to approve Warrants #12491 thru #12515 in the total amount of 8,480.90 as general and payroll obligations of the Township. Motion was seconded by Mr. Bettile. Roll Call: Ms. Cartwright, yes; Mr. Maszczak, yes; Mr. Bettile, yes. Motion carried 3 to 0.

### **RESOLUTION 2013-01-08-18**

#### **2013 Warrants**

Ms. Maszczak moved to approve Warrants #12479 thru #12490 in the total amount of \$9,952.55 as general and payroll obligations of the Township. The Motion was seconded by Ms. Cartwright. Roll call: Ms. Cartwright, yes; Mr. Maszczak, yes; Mr. Bettile, yes. Motion carried 3 to 0.

### **RESOLUTION 2013-01-08-19**

#### **Electronic Payments**

Mr. Bettile moved to approve voucher W00221 for a total of \$2,061.98 and charges 162-2012 thru 164-2012 for a total of \$21,664.37 as general and payroll obligations of the township. The Motion was seconded by Mr. Maszczak. Roll call: Ms. Cartwright, yes; Mr. Maszczak, yes; Mr. Bettile, yes. Motion carried 3 to 0.

### **RESOLUTION 2013-01-08-20**

#### **Health Insurance**

Ms. Cartwright moved to approve Coventry Health America as the Township's provider of health insurance for non-union employees, and elected officials, Trustees Marie Izzo Cartwright and Stephen Maszczak and Fiscal Officer Carmen Heasley. The Motion was seconded by Mr. Bettile. Discussion: Ms. Cartwright noted that by changing healthcare carriers, we will save approximately \$1,000.00 per month. Roll Call: Ms. Cartwright, yes; Mr. Maszczak, yes; Mr. Bettile, yes. Motion carried 3 to 0.

### **RESOLUTION 2013-01-08-21**

#### **Mahoning County Sheriff's Contract**

Mr. Maszczak moved to approve the Mahoning County Sheriff's contract for one year in the amount of \$227,819.91 or \$18,984.98 monthly that will provide, but not be limited to, deputies, equipment, and detectives; investigate services, traffic patrols and other police assistance normally performed by a Township Police Department. The 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 2013-01-08-22

#### Appointment to ABC Water District

Ms. Cartwright moved to appoint Township Administrator/Road Superintendent Keith Rogers to the ABC Water District as the Township's representative to the three member governing board for a three year appointment starting in January 2013. The Motion was seconded by Mr. Maszczak. Discussion: Ms. Cartwright explained that by appointing our Township Administrator it would mean that all three Townships will now have their respective Administrators on that Board. Mr. Bettile noted that the Board would like to thank Mr. Beinko for his three years on the board. Ms. Cartwright noted that he is not here and suggested that the Board send a thank you note to him by mail. Roll Call: Ms. Cartwright, yes; Mr. Maszczak, yes; Mr. Bettile, yes. Motion carried 3 to 0.

### RESOLUTION 2013-01-08-23

#### Zoning Board of Appeals

Ms. Cartwright moved to appoint Mr. Loran Brooks to an additional 5 year term on the Zoning Board of Appeals expiring December 31, 2018. The Motion was seconded by Mr. Bettile. Discussion: Ms. Cartwright noted that Mr. Brooks has been a member of this Board for many years and has indicated that he wants to continue serving the community in this position. This Board is pleased to do that. Roll Call: Ms. Cartwright, yes; Mr. Maszczak, yes; Mr. Bettile, yes. Motion carried 3 to 0.

### RESOLUTION 2013-01-08-24

#### Zoning Board

Mr. Maszczak moved to advertise in *The Youngstown Vindicator* and the two Community Newspapers: the *Neighbors* and the *Canfield TownCrier* for any Canfield Township resident interested in serving on the Zoning Board to send a resume to the Township office at 21 S. Broad Street, Canfield, Ohio 44406. The Motion was seconded by Mr. Bettile. Discussion: Ms. Cartwright noted that the Trustees will not be selecting that member and any resume will be presented to the Zoning Board and that Board will make a recommendation to this Board. Ms. Cartwright will work with Mr. Rogers on the notice for the paper. Roll Call: Ms. Cartwright, yes; Mr. Maszczak, yes; Mr. Bettile, yes. Motion carried 3 to 0.

### RESOLUTION 2013-01-08-25

#### Seminars

Mr. Bettile moved to approve the Township Administrator/Road Superintendent and any elected official that may want to attend any or all Fred Pryor Management Seminars ranging in cost from \$99 - \$199 per seminar for a total cost not to exceed \$1,200.00. The Motion was seconded by Mr. Maszczak. Discussion: Ms. Cartwright explained that if one individual attends one class at \$199.00 and signs up within 10 days of that seminar for an additional class at \$199.00, the cost for the rest of us would be \$199.00 per person for the entire year and we can attend as many seminars in that year as we want, but the first person will pay \$199.00 plus an additional \$199.00. Roll Call: Ms. Cartwright, yes; Mr. Maszczak, yes; Mr. Bettile, yes. Motion carried 3 to 0.

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**Comments:** Ms. Cartwright explained that since the elected officials will be traveling to Columbus and will not be available to sign payroll checks, the shop steward has agreed to have timesheets to the Fiscal Officer by January 25, so that warrants can be written and signed before everyone leaves for Columbus. If the employees have overtime coming, they will accept it in the following pay period.

Additionally Ms. Cartwright asked the Fiscal Officer to advertise for a special meeting of the Board of Trustees on Tuesday, February 12, 2013 at 5:30pm for the purpose of meeting with Legal Counsel to prepare for the upcoming collective bargaining sessions.

Fiscal Officer will advertise a workshop on policies and procedures for January 16, 2013 at 2:00pm.

Mr. Maszczak noted that the Canfield Soccer Club would like to meet with the Board prior to their meeting. Some dates were discussed.

### ADJOURNMENT

Chairman adjourned the meeting at 7:39 pm. The next regular meeting of the Board shall be held on January 22, 2013 at 7:00 pm.

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Mr. Anthony J. Bettile, Chairman

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Mr. Stephen M. Maszczak, Vice-Chairman

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Ms. Marie Izzo Cartwright, Trustee

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Mrs. Carmen I. Heasley, Fiscal Officer