

RECORD OF PROCEEDINGS

MINUTES OF THE

BOARD OF CANFIELD TOWNSHIP TRUSTEES

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Meeting held on July 16, 2014 at 2:00 P.M.

Canfield Township Trustees met in Special Session in the Canfield Township Hall, on Wednesday, July 16, 2014 at 2 P.M. Chairman Maszczak opened the meeting with the Pledge of Allegiance. Advertised as required by the Ohio Sunshine Law, the following legal ad ran in the *Youngstown Vindicator* on June 11.

Canfield Township Board of Trustees will meet at 21 S. Broad Street, Canfield (Township Hall) in special session Wednesday July 16, 2014 at 2:00 p.m. for the purpose of conducting a Budget Workshop, projects and may include other business before the Board. Public is welcome to attend.

In Attendance

Mr. Governor	present,
Ms. Cartwright	present,
Mr. Maszczak	present,

Also in attendance was the Fiscal Officer, Carmen I. Heasley and Administrator/Road Superintendent, Keith Rogers.

UNFINISHED BUSINESS

RESOLUTION 2014-7-16-147

Pheasant Run Culvert Replacement Project

Ms. Cartwright moved to rescind Resolution 2014-07-08-140 and moved to approve the advertisement in *The Youngstown Vindicator's* Legal Notices on Tuesday, July 22, 2014 for the Pheasant Run Culvert Replacement Project. Bid packets will be available for contractors from July 23, 2014 through August 4, 2014 at Greenleaf Development Services LLC at 1149 Niles Cortland Rd Warren, Ohio. Bid opening will be held on Friday, August 8th at 10:35 a.m. at the Township Hall, 21 S. Broad St. The Motion was seconded by Mr. Maszczak. Roll Call: Mr. Governor, yes; Ms. Cartwright, yes; Mr. Maszczak, yes. Motion carried 3 to 0.

RESOLUTION 2014-7-16-148

Dean Hill Cemetery

Ms. Cartwright moved to approve \$2,500.00 for B & B Tree Service of Canfield to remove the tree at Dean Hill Cemetery that was damaged during the E-1 Tornado on Tuesday, July 8, 2014, to prevent damage to headstones and graves. The Motion was seconded by Mr. Maszczak. Discussion: Ms. Cartwright noted that she approved this expenditure after her visit to the cemetery. Two quotes were obtained quickly due to the emergency situation. Both companies bid the same amount so; B&B was selected and was able to do the work on Wednesday, July 9. Roll Call: Mr. Governor, yes; Ms. Cartwright, yes; Mr. Maszczak, yes. Motion carried 3 to 0.

NEW BUSINESS

RESOLUTION 2014-7-16-149

Purchase Orders

Mr. Maszczak moved to approve PO 35-2014 thru PO 38-2014 for a total of \$178,165.00 to encumber funds of the Township. The Motion was seconded by Ms. Cartwright. Discussion: Ms. Cartwright

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requested that the Fiscal Officer review each purchase order and she did so. Roll Call: Mr. Governor, yes; Ms. Cartwright, yes; Mr. Maszczak, yes. Motion carried 3 to 0.

RESOLUTION 2014-7-16-150

Warrants & Electronic Payments

Mr. Maszczak moved to approve Warrants #9708 thru #9732, electronic payments 144-2014 thru 148-2014 as general & payroll obligations of the Township in the amount of \$78,369.55. The Motion was seconded by Ms. Cartwright. Roll Call: Mr. Governor, yes; Ms. Cartwright, yes; Mr. Maszczak, yes. Motion carried 3 to 0.

RESOLUTION 2014-7-16-151

Transfer of Funds

Ms. Cartwright moved to approve the transfer of funds from the General Fund appropriation line #1000-910-910-0000 to the Road Fund revenue line #2141-931-0000 a total of \$30,000.00. The Motion was seconded by Mr. Maszczak. Discussion: Ms. Cartwright noted that the current balance in the Road Fund is \$9,595.29. Fiscal Officer noted that an additional \$30,000 is needed to cover the first payment to PNC Bank. Ms. Cartwright moved to amend the transfer of funds from the General Fund appropriation line #1000-910-910-0000 to the Road Fund revenue line #2141-931-0000 from \$30,000.00 to \$60,000.00. The amended Motion was seconded by Mr. Maszczak. Discussion: Ms. Cartwright noted that the amendment is to include the first payment to PNC Bank for the 2015 International plow truck. Roll Call: Mr. Governor, yes; Ms. Cartwright, yes; Mr. Maszczak, yes. Motion carried 3 to 0.

Fiscal Officer presented cemetery deeds for signatures for the first two lots sold from the new section of Dean Hill Cemetery. Ms. Cartwright discussed concerns with hanging tree limbs at Dean Hill Cemetery that need trimmed or removed with special attention to the trees and growth along our fence. Ms. Cartwright suggested the Board members walk thru the cemetery to better understand what's needed.

Ms. Cartwright noted that she did sign the documentation for the OPWC - Pheasant Run Culvert Replacement Project and Mr. Rogers has submitted it.

A recap was given by Ms. Cartwright as it pertains to the severe weather E-1 Tornado of July 8, 2014 and she explained the meetings held with the City of Canfield Mayor and City Manager, Mahoning County Emergency Management Interim Director, Mr. Rogers and herself and the actions the group took to cleanup following the Tornado. She extended a thanks to all those involved including the Public Works Department. Mr. Governor agreed that it was great to see everyone working together, but asked if it was legal for all involved to decide to do away with jurisdictions...is there any reason that it shouldn't have been done. Ms. Cartwright stated that since there were representatives from the different entities...saying that it's pretty standard for people to just pitch in...nobody pays much attention to [borders]...in an emergency...all jurisdictions can be tossed aside. Fiscal Officer noted that in the past during emergencies, the Board has always called for an emergency meeting to discuss options, but was surprised that we didn't do that this time. Ms. Cartwright noted that she believes that there wasn't enough time...everyone was focused on clearing the roads. That was the purpose of quick e-mails to keep everyone informed. Fiscal Officer explained what happen during the St. Andrews emergency event that got the Township sued by a Trustee. Mr. Maszczak suggested contacting Boardman for their

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emergency plan; possibly adopt a similar plan or policy. Mr. Rogers will look into it and report to the Board.

The storm cleanup was discussed for about an hour. Pickup of debris and media notification was also discussed. Ms. Cartwright and Mr. Rogers will put some kind of media notification together after the meeting and forward a copy to the Board for approval.

Ms. Cartwright will forward by e-mail to Board members a copy of the panels that are put up during the fair for review and suggestions. She will also forward a copy of what is needed for the MCTA Fair Picnic.

Ms. Cartwright asked Mr. Rogers about the comments made by the prosecutor's office on the Fulmer Shaw Agreement. Mr. Rogers reported that Fulmer Shaw didn't have insurance and without insurance, their office will not approve this agreement – type of insurance is unknown. Ms. Cartwright wants to move forward with this agreement, but if the prosecutor's office has issues with it...we must understand what the issues are before moving forward. Mr. Rogers will contact the prosecutor's office tomorrow.

Ms. Cartwright noted that the residents of Summit Drive would like for the Board to consider widening their road. Increase in traffic patterns was explained. This road will be put on the list for future OPWC funding.

Ms. Cartwright requested that Mr. Rogers look into the Sourcing Alliance past agreement and report back to the Board. If we do not plan to participate in the plan, they would like us to withdraw.

Fiscal Officer reported that the call she just took was PNC Bank. They have the agreement ready and will forward to her. She noted that if no one has any objection to her signing for the Township...she will complete all the paperwork today and forward to PNC Bank for the lease to purchase program for the new 2015 International plow truck. With the paperwork, a warrant for the first payment is required, but the Fiscal Officer prefers an ACH payment. Ms. Cartwright noted that since we have already voted on this and we all know the amount...just process it as an ACH payment. All agreed.

Balance of the meeting was devoted to the 2014 & 2015 budgets.

Projects discussed: 2015 - Star Center Storm Sewer Improvement Project is a joint project with the county. The estimated cost is \$250,000.00. Mr. Rogers will need to get together with the County Engineer to discuss regional points to get an idea for Township share. Ms. Cartwright feels that the most the Township should contribute in matching funds is 30% or \$75,000.00. There was discussion regarding the 2015 - Pebble Beach Storm Water Turnpike Project estimated at \$205,000.00. ODOT's share will be \$170,000.00 and the Township's will be \$35,000.00.

Additional discussion took place regarding submitting Gibson Road as a 2016 OPWC project at an estimated cost of \$3,600,000.00 that would be done in phases. Mr. Rogers noted that we are running out of time to get Gibson Road ready for submitting for 2015 and the Township's share will be

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considerable. Ms. Cartwright suggested that this may be a project for 2016 suggesting that we set \$10,000.00 aside to pay for engineering estimate(s) to start. Easements will be required and the water line will need to be moved which are good reasons to bump Gibson Road to 2016. Trustees also discussed submitting Summit Drive Road Widening as a 2016 OPWC project.

Mr. Rogers asked if the Board would like him to apply for an up to 80% grant for the bike trail extension to the Community Park with an estimated cost of \$200,000.00 with the Township's share at \$40,000.00. Mr. Maszczak and Ms. Cartwright are not in favor of using Township funds for this project. Mr. Governor asked if there were another project being considered for the park. Mr. Rogers offered several ideas. Ms. Cartwright noted that we are committing \$150,000.00 in funds for projects and it could go upwards to \$200,000.00 and feels that we should focus on necessary road improvements. Ms. Cartwright reminded everyone that we have also committed funds for two lease programs [Sewer Jet Truck and a new 2015 International dump/plow truck], noting that's a lot of money committed to necessary projects already.

RESOLUTION 2014-7-16-152

Executive Session

Ms. Cartwright moved to enter into executive session at 4:50pm to discuss potential and or pending litigation with Attorney James F. Mathews by phone. The Motion was seconded by Mr. Maszczak. Roll Call: Mr. Governor, yes; Ms. Cartwright, yes; Mr. Maszczak, yes. Motion carried 3 to 0.

ADJOURNMENT

Chairman adjourned the meeting at 5:21pm. The next regular meeting of the Board shall be held on August 12, 2014 at 6:00 pm. The first hour will be to hear the Zoning Commission's recommendations for a PUD amendment and a zone district change. The Zoning Department will advertise the meeting.

Mr. Stephen M. Maszczak, Chairman

Ms. Marie Izzo Cartwright, Vice-Chairman

Mr. Brian Governor, Trustee

Mrs. Carmen I. Heasley, Fiscal Officer