

RECORD OF PROCEEDINGS

MINUTES OF THE

BOARD OF CANFIELD TOWNSHIP TRUSTEES

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Meeting held on September 9, 2014 at 7:00 P.M.

Canfield Township Trustees met in Regular Session in the Canfield Township Hall on Tuesday, September 9, 2014 at 7:00pm Chairman Maszczak opened the meeting with the Pledge of Allegiance. There was one resident present. Attendance sheet is available upon request.

In as much 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

Mr. Anthony Bettile addressed concerns with three streetlights not operating within his development, stating that our road department should be checking these lights to make sure they are operating correctly. Mr. Rogers has received the complaint and is looking into it.

Attendance Roll Call

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

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

MINUTES: Chairman Maszczak requested corrections or additions to the regular meeting minutes of July 8, and special meeting minutes of June 18 and July 2, 2014. The minutes were approved as presented.

THE ZONING REPORT: Chairman Maszczak requested questions or comments on the Zoning report. Mr. Governor noted that Mr. Morrison requested attending a zoning meeting in October stating that he has no problem with Mr. Morrison attending. Ms. Cartwright noted that more information is needed such as date, place and cost for the resolution.

So far this year, twenty-five single-family residential permits have been issued and numerous miscellaneous permits have been issued in 2014 for a valuation of \$8,623,843 with permit fees totaling \$53,364 to date. In 2013 during the same period, twenty-seven single-family residential, one 4plex and one business permits were issued for a total valuation of \$12,730,307 and \$78,988 in permit fees has been collected. The report was accepted as presented.

ADMINISTRATOR/ROAD SUPERINTENDENT REPORT: Chairman Maszczak requested questions or comments on the Administrator/Road Superintendent's report. Mr. Rogers addressed the engineers estimated cost of remodeling Fire Station II at \$81,000.00 plus \$4,500.00 for the engineer, offering to get prices in order to reduce cost.

Mr. Rogers noted a request from a second party interested in farming the land at the park presently being done by the Glista family. Mr. Rogers explained that the City has a three year farming contract that they put out for bid once every three years. There was discussion about farming the parkland on

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the north side of Herbert Road. Ms. Cartwright noted the wetland issues in that area asking that Mr. Rogers check with Mill Creek MetroParks and report back to the Board. The report was accepted as presented.

FISCAL OFFICER'S REPORT: Chairman Maszczak called on the Fiscal Officer, Carmen I. Heasley, to present the financials. Fiscal Officer reviewed purchase orders, warrants, and electronic payments. Fiscal Officer recommended a transfer of funds from the General to the Public Works Fund. Fiscal Officer noted that the transfer was done with today as the effective date and the warrant involving that transfer is dated for tomorrow.

Fiscal Officer explained the resolution required for accepting the amounts and rates as determined by the budget commission and authorizing tax levies and the waiver of the 2015 budget. When she certifies the resolution to the county auditor's office she will also submit estimated ending balances of funds as of 12/31/2014.

Ms. Cartwright asked about overtime paid to road employees for this past year, noting that it must be a consideration in the budget for 2015. Fiscal Officer asked about longevity payment since another employee became eligible at the beginning of this month and it wasn't paid, it has been a concern and a legal opinion hasn't been rendered. Mr. Maszczak noted that he has sent e-mails and hasn't heard from the attorney. Ms. Cartwright noted that we do not have a contract in effect.

Ms. Cartwright asked Mr. Rogers if copies of contracts are kept in the office. Mr. Rogers responded that the recycling contract needed the Green Team signatures, so the original was hand delivered to the Green Team office and they still lost it. Fiscal Officer noted that the Sunshine Public Record laws are clear on this subject. No original copies ever leave the office, noting that if a public record request should come in, we are required to produce that record, even if the record still needed additional signatures. One original copy must remain in the office at all times. Ms. Cartwright stated that there should be three originals...once the contract has been signed by the Board...regardless...one original remains in the office. The report was accepted as presented.

NEW BUSINESS
RESOLUTION 2014-09-09-166
Purchase Orders

Ms. Cartwright moved to approve PO 42-2014 thru PO 45-2014 for a total of \$160,492.00 to encumber funds of the Township. The Motion was seconded by Mr. Maszczak. Roll Call: Mr. Governor, yes; Ms. Cartwright, yes; Mr. Maszczak, yes. Motion carried 3 to 0.

RESOLUTION 2014-09-09-167
Warrants & Electronic Payments

Mr. Maszczak moved to approve Warrants #9792 thru #9854, electronic payments 168-2014 thru 190-2014 as general & payroll obligations of the Township in the amount of \$121,576.78. The Motion was seconded by Ms. Cartwright. Roll Call: Mr. Governor, yes; Ms. Cartwright, yes; Mr. Maszczak, yes. Motion carried 3 to 0.

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RESOLUTION 2014-09-09-168

Transfer from the General Fund to the Public Works Fund

Ms. Cartwright moved to approve the transfer from the General Fund #1000-910-910-0000 to the Public Works Issue 1 Project Fund #4401-931-0000 for a total of \$7,250.00 to cover the first payment to GreenLeaf Development Services LLC. – Engineer for the Pheasant Run Culvert Replacement Project. The Motion was seconded by Mr. Maszczak. Discussion: Mr. Maszczak noted that he understands that this project is about 50% done. Mr. Rogers stated that it's more like 90% and going well. Roll Call: Mr. Governor, yes; Ms. Cartwright, yes; Mr. Maszczak, yes. Motion carried 3 to 0.

RESOLUTION 2014-09-09-169

2014 Electronics Drive

Mr. Maszczak moved to approve entering into a contract with Electronics Recycling Services of Bellaire, Ohio, for the Township's 2014 Electronics Drive to be held Saturday, September 27, from 9 a.m.–1 p.m. at the Canfield Fairgrounds Government Building. There will be a \$15 dollar charge for any tube television and a \$5 dollar charge per computer monitor if not accompanied by the computer tower. The Motion was seconded by Ms. Cartwright. Discussion: Mr. Maszczak noted that Electronic Recycling Services will be responsible for the collection of the fees and will advise those in line of the charges so they won't have to wait unnecessarily. Roll Call: Mr. Governor, yes; Ms. Cartwright, yes; Mr. Maszczak, yes. Motion carried 3 to 0.

RESOLUTION 2014-09-09-170

Canfield Wrestling Team

Ms. Cartwright moved to approve making a donation of \$500.00 to the Canfield Wrestling Team for their assistance during the Electronics Recycling event which will be held Saturday, September 27, 2014 at the Canfield Fairgrounds. The Motion was seconded by Mr. Governor. Discussion: Mr. Maszczak asked if Mr. Rogers had an option if he doesn't have enough help. Mr. Rogers explained his options. Fiscal Officer asked if we are having minor release forms signed by parents. Ms. Cartwright felt that it wasn't necessary since it was voluntary and the work was being donated. Roll Call: Mr. Governor, yes; Ms. Cartwright, yes; Mr. Maszczak, yes. Motion carried 3 to 0.

RESOLUTION 2014-09-09-171

Electronics Drive Advertising in the Vindicator

Ms. Cartwright moved to approve advertising in *The Youngstown Vindicator and or community newspapers*, not to exceed \$600.00, for the Electronics Recycling event which will be held Saturday, September 27, 2014 at the Canfield Fairgrounds. The Motion was seconded by Mr. Maszczak. Discussion: Ms. Cartwright asked if this was countywide. Mr. Rogers stated that it is countywide. Roll Call: Mr. Governor, yes; Ms. Cartwright, yes; Mr. Maszczak, yes. Motion carried 3 to 0.

RESOLUTION 2014-09-09-172

Nuisance Properties

Mr. Maszczak moved to approve under the authority of the ORC 505.87 as pursuant to resolution #2010-04-13-98 the following as nuisance properties: 6117 Southern Hills Court, and 3615 Boardman Canfield Road. The Motion was seconded by Ms. Cartwright. Roll Call: Mr. Governor, yes; Ms. Cartwright, yes; Mr. Maszczak, yes. Motion carried 3 to 0.

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RESOLUTION 2014-09-09-173

Dean Hill Tree Removal

Ms. Cartwright moved to accept the best low bid for removal of dead standing trees and large limbs that are a potential hazard to the existing headstones at Dean Hill Cemetery from B and B Tree Service for \$2,500.00. The Motion was seconded by Mr. Maszczak. Discussion: Mr. Governor asked if this was the work that was discussed to be done. Ms. Cartwright explained what was being done, noting that the trees were too thick to get equipment into that area. Mr. Rogers added that Mr. Burkett marked the trees and all work will be within our property line. Roll Call: Mr. Governor, yes; Ms. Cartwright, yes; Mr. Maszczak, yes. Motion carried 3 to 0.

RESOLUTION 2014-09-09-174

Pheasant Run Engineering Services

Ms. Cartwright moved to accept the best low bid of \$10,250.00 to perform the engineering, design, and inspection for the 2014 OPWC Pheasant Run Culvert Replacement Project from the engineer of record, GreenLEEF Development Services, LLC and RJH Consulting Service. The Motion was seconded by Mr. Maszczak. Roll Call: Mr. Governor, yes; Ms. Cartwright, yes; Mr. Maszczak, yes. Motion carried 3 to 0.

RESOLUTION 2014-09-09-175

Brake Repairs on Truck 206

Mr. Governor moved to approve the repairs to the rear brake chambers on truck 206 by Hill International at a cost of \$901.81. The Motion was seconded by Mr. Maszczak. Discussion: Mr. Governor was in the office when Mr. Burkett explained that this cost was above his spending limit. Mr. Governor gave the OK to get the work done. Discussion: Ms. Cartwright verified that Mr. Rogers was tracking expenses on equipment and Mr. Rogers noted that Mr. Burkett is also doing the same. Roll Call: Mr. Governor, yes; Ms. Cartwright, yes; Mr. Maszczak, yes. Motion carried 3 to 0.

RESOLUTION 2014-09-09-176

Accepting and Authorizing the Necessary Tax Levies

RESOLUTION ACCEPTING THE AMOUNTS AND RATES AS DETERMINED BY THE BUDGET COMMISSION AND AUTHORIZING THE NECESSARY TAX LEVIES AND CERTIFYING THEM TO THE COUNTY AUDITOR (CANFIELD BOARD OF TOWNSHIP TRUSTEES) Revised Code Sections §5705.34-§5705.35. The Board of Trustees' of Canfield Township, Mahoning County, Ohio, met in regular session on the 9th day of September, 2014, at our office at 21 S. Broad Street, Canfield, Ohio 44406, with the following members present: Mr. Stephen Maszczak, Chairman, Ms. Marie Cartwright, Vice-Chairman and Mr. Brian Governor, Trustee.

Ms. Cartwright moved the adoption of the following Resolution: *RESOLVED*, By the Board of Trustees of Canfield Township, Mahoning County, Ohio, in accordance with the provisions of law has previously adopted a Tax Budget or has been granted the authority by the Mahoning County Budget Commission to waive this requirement for the next succeeding fiscal year commencing January 1, 2015; and

WHEREAS, The Budget Commission of Mahoning County, Ohio, has certified its action thereon to this Board together with an estimate by the County Auditor of the rate of each tax necessary to be levied by this Board, and what part thereof is without, and what part within, the ten mill limitation; therefore, be it

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RESOLVED, By the Board of Trustees of Canfield Township, Mahoning County, Ohio, that the amounts and rates as determined by the Budget Commission in its certification, be and the same are hereby accepted; and be it further

RESOLVED, That there be and is hereby levied on the tax duplicate of said Township the rate of each tax necessary to be levied within and without the ten mill limitation as follows:

SCHEDULE A
SUMMARY OF AMOUNTS REQUIRED FROM GENERAL, PROPERTY TAX
APPROVED BY BUDGET COMMISSION AND COUNTY AUDITOR'S TAX RATE

Fund	Amount Approved by Budget Commission Inside 10 Mill Limitation	Amount to Be Derived from Levies Outside 10 Mill Limitation	County Auditor's Estimated of Tax Rate to be Levied Inside 10 Mill Limit	County Auditor's Estimate of Tax Rate to be Levied Outside 10 Mill Limit
	Column 1	Column II	Column III	Column IV
General Fund	562,577.27		1.85	
Road Fund	158,129.83		.52	
County Health	85,146.83		.28	
Fire District		16424.72		.10
Total	805,853.92	16,424.72	2.65	.10

SCHEDULE B
CURRENT PROPERTY VALUES AND LEVIES OUTSIDE 10 MILL LIMITATIONS,
EXCLUSIVE OF DEBT LEVIES

And be it further; RESOLVED, that the Fiscal Officer of this Board be and is hereby directed to certify a copy of this Resolution to the County Auditor of said County. The Motion was seconded by Mr. Maszczak. The Resolution and the roll being called upon its adoption the vote resulted as follows: Mr. Governor, yes; Ms. Cartwright, yes; Mr. Maszczak, yes. Motion carried 3 to 0.

Trustee Comments: Mr. Maszczak asked Mr. Rogers to report on Grayson Dr. Mr. Rogers reported that a resident at 82 Grayson was having downspout problems and had a contractor come out to camera the line and believes they found a crushed pipe. The sub-contractor didn't contact the Township before digging, so they took it upon themselves to saw cut our sidewalk and the curb and gutter. Pictures were provided to the Board. Mr. Rogers explained what he plans to have the Public Works Department do and what he believes maybe the findings and what the Township can do to remedy the problem following county standards.

Mr. Governor reported receiving an e-mail from a girl scout looking for a community project...looking for ideas...maybe planting a tree or flowers at the park. Mr. Rogers suggested a flowering tree at the front entrance to the park. Board members will think about it.

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ADJOURNMENT

Chairman adjourned the meeting at 8:05pm. The next regular meeting of the Board shall be held on October 14, 2014 at 7:00 pm. Workshop scheduled for 10/1 at 2pm to discuss Policies & Procedures, Technology any other business that may come before the Board.

Mr. Stephen M. Maszczak, Chairman

Ms. Marie Izzo Cartwright, Vice-Chairman

Mr. Brian Governor, Trustee

Mrs. Carmen I. Heasley, Fiscal Officer