

# RECORD OF PROCEEDINGS

MINUTES OF THE

## BOARD OF CANFIELD TOWNSHIP TRUSTEES



Meeting held on January 13, 2015 at 7:00 P.M.

Canfield Township Trustees met in Regular Session in the Canfield Township Hall on Tuesday, January 13, 2015 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.*

### 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,

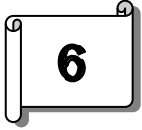
**MINUTES:** Chairman Maszczak requested corrections or additions to the Regular Meeting Minutes of December 9, 2014, Special Meeting Minutes of December 17 and December 23, 2014. Fiscal Officer explained that she was unable to locate any resolutions that address term for alternates to Zoning Boards and it should be addressed. The minutes were approved as presented.

**THE ZONING REPORT:** Chairman Maszczak requested questions or comments on the Zoning report. Chairman asked Mr. Rogers if Mr. Steiner had received a copy of the Zoning Regulations. Mr. Rogers noted that a copy has been on his desk waiting for Mr. Steiner to come in; noting the public record cost is about \$1.30.

Final permit numbers for 2014 were as follows: 36 single-family residential, 3 business structures and numerous miscellaneous permits were issued for a total valuation of \$12,390,793 and permit fees of \$76,958. In 2013 during the same period, 37 single-family residential permits had been issued, two 4-plex and 4 business structures for a total valuation of \$18,853,407 and \$116,472 in permit fees. The report was accepted as presented.

**ADMINISTRATOR/ROAD SUPERINTENDENT REPORT:** Chairman Maszczak requested questions or comments on the Administrator/Road Superintendent's report. Ms. Cartwright noted that as it pertains to the recycling programs, she suggest that the Township participate in the Appliance and Electronic Drives. She hopes there is still time to get into the program since it's countywide, she believes we can.

Ms. Cartwright commented as it relates to Fire Station II that she had spoken with Mr. Rogers about a resident who is an engineer specializing in determining structural and other problems with buildings. He has worked with many large industrial and manufacturing firms in the area and perhaps could assist us. Mr. Maszczak isn't opposed, but questioned Mr. Rogers of his understanding as to the problems with Station II. Mr. Rogers explained in detail what has been found that needs corrected and stated he's waiting for an estimate from one vendor and will update the Board at the next meeting. Ms. Cartwright will send information regarding the engineer to Mr. Rogers.



# RECORD OF PROCEEDINGS

MINUTES OF THE

## BOARD OF CANFIELD TOWNSHIP TRUSTEES

Meeting held on January 13, 2015 at 7:00 P.M.

Fiscal Officer received a call from Thrasher Engineering asking why he has not been paid. Mr. Rogers reported on his meeting with Prosecutor Heino. He has reviewed the issues suggesting the Township hold payment and he will draft a letter to Thrasher. Fiscal Officer suggested we minimize our contact with Thrasher and let the prosecutor's office deal with the situation.

Mr. Rogers updated the Board on the carry-over balance left on the Ohio Department of Natural Resources (ODNR) grant of \$1700.00 and what it can be used for...such as a sign at the park, but it must be a permanent structure. Ms. Cartwright noted that if we do end up with the fire station at the park, we may want to wait to order so they match and maybe save some money in the process. Mr. Rogers noted that there are time restraints to using the funds. He will inform the Board as to that date. Mr. Rogers noted that the company quoting signs is a non-profit company that employs disabled employees using recycled materials and its prices are cost only.

Mr. Rogers updated the Board on the Pebble Beach/Turnpike Project. The Turnpike is requiring an environmental impact study and recommending ms consultants to do the study at a cost of \$7,000.00. Mr. Governor asked about the timeline to complete the project. Mr. Rogers explained that the Turnpike's year begins and ends in July. We would begin after July 1<sup>st</sup>, but it will be their 2016 year. Mr. Rogers noted that he would like to see this project start in August and should take less than sixty days.

Mr. Rogers reviewed weight limits on Township roads, county requirements, and issuing permits for overweight loads, which spurred discussion. Ms. Cartwright asked what the alternative would be if we didn't allow overweight loads, since it would be difficult to monitor. Mr. Rogers responded that the hauler would have to haul legal loads. Mr. Rogers stated he was not informed by the contractor that work off Gibson Road had started or he would have videoed the road in advance to document the condition of the road. Ms. Cartwright inquired as to how the permitting would work...what's the procedure for it...who's responsible...how do we set it up. Ms. Cartwright noted that this road needs posted...we can't have it broken down...the road has an issue to begin with and with those heavy trucks on it...it will beat the road up even further. Signage was discussed along with a proper motion.

Mr. Rogers noted that Jason Loree, Boardman Township Administrator is asking for an informational meeting on the ABC Water District, during the OTA conference.

Ms. Cartwright again expressed her concerns with the location/position of the proposed pavilion at the park and would like to review plans. 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 warrants and electronic payments for 2014 & 2015. Fiscal Officer explained that due to contractual bonuses paid in late December that included an OPERS fringe benefit that wasn't budgeted, the Zoning Fund didn't have enough in the OPERS line to pay the benefits, therefore a reallocation of funds was needed to produce the required electronic payment to finalize yearend payments. The Fiscal Officer explained that she moved enough to see if it was what was needed to make sure she could close for the year. The payment has been pulled but not paid. Fiscal Officer reviewed payments for Pheasant Run that came in the mail today. The report was accepted as presented.

# RECORD OF PROCEEDINGS

MINUTES OF THE

## BOARD OF CANFIELD TOWNSHIP TRUSTEES



Meeting held on January 13, 2015 at 7:00 P.M.

### NEW BUSINESS

#### RESOLUTION 2015-01-13-12

##### 2014 Warrants & Electronic Payments

Mr. Maszczak moved to approve Warrants #10102 thru #10110, electronic payments 261-2014 thru 269-2014 as general & payroll obligations of the Township in the amount of \$11,732.89. The Motion was seconded by Ms. Cartwright. Roll Call: Mr. Governor, yes; Ms. Cartwright, yes; Mr. Maszczak, yes. Motion carried 3 to 0.

#### RESOLUTION 2015-01-13-13

##### 2015 Warrants & Electronic Payments

Mr. Maszczak moved to approve Warrants #10104 thru #10116, electronic payments 02-2015 thru 14-2015 as general & payroll obligations of the Township in the amount of \$23,527.21. The Motion was seconded by Ms. Cartwright. Roll Call: Mr. Governor, yes; Ms. Cartwright, yes; Mr. Maszczak, yes. Motion carried 3 to 0.

#### RESOLUTION 2015-01-13-14

##### Blanket Certificates & Purchase Orders

Ms. Cartwright moved to approve BC 01-2015 thru BC 43-2015 and PO 01-2015 thru PO 14-2015 for a total of \$1,337,440.70 to encumber funds of the Township. The Motion was seconded Mr. Maszczak. Roll Call: Mr. Governor, yes; Ms. Cartwright; yes Mr. Maszczak, yes. Motion carried 3 to 0.

#### RESOLUTION 2015-01-13-15

##### 2014 Reallocation of Funds

Ms. Cartwright moved to approve the reallocation of funds within the Zoning Fund by decreasing line #2181-130-150-0000 (Compensation of Boards) by \$200.00 and increasing line #2181-130-211-0000 (OPERS) by \$200.00 to cover year end payment to OPERS. The Motion was seconded by Mr. Maszczak. Discussion: Ms. Cartwright noted that it was explained by the Fiscal Officer that this was needed for year-end housekeeping to close 2014. Roll Call: Mr. Governor, yes; Ms. Cartwright; yes Mr. Maszczak, yes. Motion carried 3 to 0.

#### RESOLUTION 2015-01-13-16

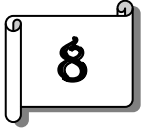
##### Bureau of Workers' Compensation Liaison

Ms. Cartwright moved to approve Trustee Governor as its' representative for Bureau of Workers' Compensation business including overseeing BWC requirements, attending conferences, setting personnel safety meetings, promoting employer/employee safety practices thus allowing the Township to qualify for available premium discounts. The Motion was seconded by Mr. Maszczak. Roll Call: Mr. Governor, yes; Ms. Cartwright; yes Mr. Maszczak, yes. Motion carried 3 to 0.

#### RESOLUTION 2015-01-13-17

##### Appointment to ABC Water District

Ms. Cartwright moved to appoint Mr. Keith Rogers to the ABC Water District as the Township's representative to the three member governing board for a three year appointment starting January 2015. The Motion was seconded by Mr. Governor. Roll Call: Mr. Governor, yes; Ms. Cartwright; yes Mr. Maszczak, yes. Motion carried 3 to 0.



# RECORD OF PROCEEDINGS

MINUTES OF THE

## BOARD OF CANFIELD TOWNSHIP TRUSTEES

Meeting held on January 13, 2015 at 7:00 P.M.

### RESOLUTION 2015-01-13-18

#### Truck #296 Auction

Mr. Maszczak moved to have the Public Works Department prepare truck #296 for sell thru Roman's Auction Service with a reserve of \$6,000.00. Motion seconded by Mr. Governor. Roll Call: Mr. Governor, yes; Ms. Cartwright; yes Mr. Maszczak, yes. Motion carried 3 to 0.

### RESOLUTION 2015-01-13-19

#### Road Weight Signage

Ms. Cartwright moved for Public Works to purchase signs 24x30 for the seventeen ton weight limit with Canfield Township on the bottom of those signs and necessary accessories not to exceed \$1,250.00 to post on Gibson Road, Pheasant Run, Calico, Fox Den Trail, Fairway, Indian Run, Legacy, Spring Lake, Summit, Kyle Ridge, Westford Dr., Westford Place, Mission Hills and Ironwood. Motion seconded by Mr. Maszczak. Roll Call: Mr. Governor, yes; Ms. Cartwright; yes Mr. Maszczak, yes. Motion carried 3 to 0.

Insurance discussion: Fiscal Officer explained concerns with health insurance cards. Mr. Morvay's office has indicated that they do not have current union coverage benefits. The latest they have are from 2009, so how are they paying opt-out without current union benefits on file. Fiscal Officer sent the Board a copy of discussion with union on new health insurance coverage for new member to their health care. They are asking for twelve weeks of payments before coverage can begin. Ms. Cartwright feels that the Board needs to contact its attorney to explain why we must pay coverage for 12 weeks when the employee wasn't eligible to receive benefits. Mr. Maszczak will contact Robin to discuss this issue.

Meeting date set: Monday, January 19, 2015 at 2pm to review MD&A and OCBOA forms for GASB filing.

### RESOLUTION 2015-01-13-20

#### Executive Session

Mr. Maszczak moved to enter into executive session to discuss pending or imminent litigation at 8:21pm. The Motion was seconded by Ms. Cartwright. Roll Call: Mr. Governor, yes; Ms. Cartwright, yes; Mr. Maszczak, 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 8:39 p.m.

Mr. Stephen M. Maszczak, Chairman

Ms. Marie Izzo Cartwright, Vice-Chairman

Mr. Brian W. Governor, Trustee

Ms. Carmen I. Heasley, Fiscal Officer