

RECORD OF PROCEEDINGS

MINUTES OF THE

BOARD OF CANFIELD TOWNSHIP TRUSTEES

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Meeting held on June 17, 2015 at 2:00 P.M.

Canfield Township Trustees met in Special Session in the Canfield Township Hall, on Wednesday, June 17, 2015 at 2:00pm. Chairman Maszczak opened the meeting. Advertised as required by the Ohio Sunshine Law, the following legal ad ran in the *Youngstown Vindicator* on June 15, 2015.

Canfield Township Board of Trustees will meet on Wednesday, June 17, 2015- 2pm at 21 S. Broad Street, Canfield (Township Hall) to review a contract and conduct workshops for Policy and Procedures; Cemetery policies and any other business that comes before the Board. The regularly scheduled Board meeting of June 9 has been reschedule for June 23 at 7pm. Public is welcome to attend both meetings.

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 Meeting Minutes of May 12, May 26, and special meeting minutes of May 6, and May 15, 2015. The minutes were approved as presented.

THE ZONING REPORT: Chairman Maszczak recognized Mr. Morrison, Zoning Inspector. Mr. Morrison advised the Board of his intent to retire as of August 28, 2015 after eighteen years of service. Mr. Morrison will provide a hard copy of his formal retirement as requested by Mr. Maszczak. Mr. Governor expressed congratulations as well as Mr. Maszczak. Mr. Maszczak asked the Fiscal Officer if there's anything else required, and she noted that a formal motion to except his retirement is necessary. Ms. Cartwright asked if he has decided how he wants his final benefits paid. Mr. Morrison is ok with a lump sum paid with his final check for any outstanding leaves as addressed in the union contract.

ADMINISTRATOR/ROAD SUPERINTENDENT REPORT: Chairman Maszczak requested questions and/or comments on the Administrator/Road Superintendent's report. Mr. Maszczak asked about the summer salt fill. Mr. Rogers explained that the full order must be placed by August 15; approximate cost of \$83,000, noting that the balance in the fund being used to make payment is around \$53,000 and most likely will require an advance from the General Fund. 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, electronic payments and two purchase orders. Fiscal Officer reviewed information concerning possible credit card. Josh Mandel's, Treasurer of Ohio, plan for Check Book On-line was discussed noting basic cost to participate. More information is needed to further understand total cost to the Township.

Fiscal Officer noted that Home Savings & Loan has reviewed our park land loan and has offered a lower rate that they will honor until August 15. Offer was received just before the meeting; therefore, Fiscal Officer made copies for everyone to review for the next meeting. The report was accepted as presented.

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NEW BUSINESS

RESOLUTION 2015-06-17-93

Warrants & Electronic Payments

Mr. Maszczak moved to approve Warrants #10407 thru #10442, electronic payments 143-2015 thru 161-2015 as general & payroll obligations of the Township in the amount of \$35,715.59. The Motion was seconded by Mr. Governor. Roll Call: Mr. Governor, yes; Ms. Cartwright, yes; Mr. Maszczak, yes. Motion carried 3 to 0.

RESOLUTION 2015-06-17-94

Purchase Orders

Ms. Cartwright moved to approve PO 22-2015 thru PO 23-2015 for a total of \$84,659.36 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.

Credit Card

Mr. Maszczak moved to obtain a credit/debit card from Farmers National Bank with a total credit line of \$2,500.00. Fiscal Officer and Township Administrator will be the two authorized persons to use the card for Township use only. All purchases must be certified by the Fiscal Officer to determine that the funds have been appropriated properly. Purchase receipts/invoices must be turned into the Fiscal Officer as soon as possible. The Motion was seconded by Mr. Governor. Discussion: Ms. Cartwright noted several concerns and noted the need for additional information. Motion was tabled until the next meeting.

RESOLUTION 2015-06-17-95

Park Farming Advertisement

Mr. Maszczak moved to approve the advertisement in the *Youngstown Vindicator* for farming of the 19.14 available acres at the Township Park. The ad will run on Tuesday and Thursday for two consecutive weeks starting Tuesday, June 23rd and ending Thursday, July 3rd. The bid opening will be scheduled for Monday, July 20th at 10:35 a.m. The Motion was seconded by Ms. Cartwright. Discussion: Ms. Cartwright noted that we should be specific when writing resolutions, adding suggestions to the Motion. Mr. Maszczak moved to amend the Motion to approve the advertisement in the *Youngstown Vindicator* for farming of the 19.14 available acres (10.3 on south side and 8.84 on the north side of Herbert Road) at the Township Park. The ad will run on Tuesday and Thursday for two consecutive weeks starting Tuesday, June 23rd and ending Thursday, July 3rd. The bid opening will be scheduled for Monday, July 20th at 10:35 a.m. Bid packages will be made available at the Township Hall, Monday thru Friday from 8am to 4pm starting on Wednesday June 24. The Motion was seconded by Ms. Cartwright. Roll Call: Mr. Governor, yes; Ms. Cartwright, yes; Mr. Maszczak, yes. Motion carried 3 to 0.

There was a drafted motion to close Gibson Road that was not needed as determined by the prosecutor's office. Mr. Rogers explained issues occurring with the closing of Gibson Road and signage at Barrington and Grayson Drive. Mr. Rogers will keep Board informed.

The loan with Farmers National Bank was discussed at length. Mr. Maszczak suggested giving Farmers the opportunity to counter offer. The Board has until August 15. Ms. Cartwright noted the significant savings by proceeding with Home Savings and suggested the sooner the decision is made the better.

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Mr. Governor addressed Sugarbush Drive – Spring Lake Lane driveway approaches asking that Mr. Rogers give the Board an update. Mr. Rogers reported that one resident complained that his driveway approach was affected by the grade of the asphalt installed by the pipe company after the work was completed. The county will not be able to call the paving company back but did not offer a reason. Mr. Rogers offered some options. If the Board agrees to repair all driveway approaches, it will take about fourteen tons of asphalt with the work being done in house. Mr. Maszczak noted that if others are not complaining, then he would suggest repairing the one that is complaining, then wait and see on the others. It only becomes an issue if it's creating harm or causing damage to property. Mr. Maszczak explained that if others are not complaining he would believe that it's not a problem for them, therefore wait and see and handle on case by case basis. Mr. Rogers explained that this driveway approach will need about ½ ton of asphalt hot mix at \$60.00 per ton done in house. Ms. Cartwright is concerned that once we do this, she doesn't want the resident to come back and say it was not the way he wanted it done and is also concerned that this will set a precedence. Mr. Rogers plans to visit the resident and explain what the Township can do before the work is done. If the resident is not in favor of what the Township can do he will advise him to make his own arrangements at his expense. All agreed to permit the Public Works Department to repair this one drive approach after Mr. Rogers speaks with the resident and the resident is ok with the work that the Township will do.

Time was taken to review the budget and fund balance of the Zoning Fund to make sure that funds were available to deal this Mr. Morrison's retirement benefits and it was determined that the Zoning Fund balances at this time are adequate.

ADJOURNMENT

Chairman adjourned the meeting at 4:23pm.

Mr. Stephen M. Maszczak, Chairman

Ms. Marie Izzo Cartwright, Vice-Chairman

Mr. Brian Governor, Trustee

Mrs. Carmen I. Heasley, Fiscal Officer

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