

RECORD OF PROCEEDINGS

MINUTES OF THE

BOARD OF CANFIELD TOWNSHIP TRUSTEES



Meeting held on March 24, 2015 at 7:00 P.M.

Canfield Township Trustees met in Regular Session in the Canfield Township Hall on Tuesday, March 24, 2015 at 7:00pm. Chairman Maszczak opened the meeting with the Pledge of Allegiance. 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

Chairman Maszczak opened the floor to public presentation. Mr. Dave Burch, representing the 4th of July Parade Committee, began by thanking the Board for past support and requesting that they consider continuing support of \$5,000 for this year's 50th year celebration event.

Chairman Maszczak recognized Kathleen Vrable-Bryan, Mahoning Soil and Water Conservation District Administrator, who explained the District's history and programs: including the public outreach educational program, a requirement of the MS4 permit; the need for the hiring of an additional person; and combining the support of seven townships, based on population at 25% per capita, that are part of the Mahoning County permitting (MS4) process to support the hiring of this individual. The suggested cost to Canfield Township would be \$4,041.00 per year that will be matched dollar for dollar by the State of Ohio. Ms. Cartwright noted that our population is incorrect since it includes the City. Ms. Vrable-Bryan noted that it can be corrected. Chairman thanked her for the presentation.

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: Minutes were tabled.

THE ZONING REPORT: Chairman Maszczak requested questions or comments on the Zoning report. 2015 Permit Information: Total valuation of \$696,510 and permit fees of \$4,278. Last year at this time, total valuation of \$1,010,130 and permit fees of \$6,769. The report was accepted as presented.

ADMINISTRATOR/ROAD SUPERINTENDENT REPORT: Chairman Maszczak requested questions and/or comments on the Administrator/Road Superintendent's report. Mr. Rogers updated the Board on the Turnpike mitigation program for the Twin Oaks & Mercedes Place projects that are directly impacted by the Ohio Turnpike.

Mr. Governor asked about the ODNR grant for \$1,700.00 to be used on the sign, noting that we are waiting on the Fire District at this time. Ms. Cartwright noted that the Fire Board is considering another possible site, suggesting that we review and proceed with our own plans for a sign. Site of the pavilion

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behind the playground was discussed. Fiscal Officer asked the Board to review an unusually high electric bill for the Park. She brings it up because of the problems we had last year.

Mr. Rogers explained a three foot deep sinkhole on Chidester Drive next to a driveway and what was being done to correct the problem.

Mr. Rogers updated the Board on the trench box design and cost of \$4,176.00 that qualifies for the More Grant. BWC will not help because it's OSHA required. Mr. Rogers explained some equipment that would qualify for grants that he is looking into. Mr. Rogers explained the bond process for overweight haulers. Mr. Rogers asked that the Board review suggested roads for consideration for the 2015 paving program. 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. Fiscal Officer met with Fire Proof and found that the main purpose of this company was to store records in Columbus. They will not review our records or make suggestions on what records to keep...we must do that before they get involved. Fiscal Officer made suggestions on what could be done to clear up older financials over two years past our last audit, feeling that if that's done what is left wouldn't be so overwhelming.

Mr. Governor has contacted an investment firm to review our investment policy, noting that it's old enough to need updating. He would like to have this company come in to discuss it in the near future.

Correspondence: First Night Canfield – Thanking us and requesting \$8,500.00 donation for this year. They are also asking that we consider \$10,000 for next year. The report was accepted as presented.

NEW BUSINESS

RESOLUTION 2015-03-24-45

Warrants & Electronic Payments

Mr. Maszczak moved to approve Warrants #10241 thru #10268, electronic payments 72-2015 thru 83-2015 as general & payroll obligations of the Township in the amount of \$242,254.14. The Motion was seconded by Ms. Cartwright. Roll Call: Mr. Governor, yes; Ms. Cartwright, yes; Mr. Maszczak, yes. Motion carried 3 to 0.

RESOLUTION 2015-03-24-46

Repairs to Truck #204

Ms. Cartwright moved to approve the replacement of the hydraulic pump and the plow lift cylinder to truck #204 by Myers Equipment at a cost not to exceed \$2,200.00. Motion was seconded by Mr. Governor. Roll Call: Mr. Governor, yes; Ms. Cartwright; yes Mr. Maszczak, yes. Motion carried 3 to 0.

RESOLUTION 2015-03-24-47

Backhoe Tire Replacement

Mr. Maszczak moved to approve the replacement of (2) rear tires on the New Holland backhoe by True Tread Tire at a cost not to exceed \$1,200.00. Motion was seconded by Mr. Governor. Roll Call: Mr. Governor, yes; Ms. Cartwright; yes Mr. Maszczak, yes. Motion carried 3 to 0.

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RESOLUTION 2015-03-24-48

Administrator's Spending Limit

Mr. Maszczak moved to approve raising the spending limit for the Township Administrator from the current limit of \$750.00 to \$2,500.00. Motion was seconded by Ms. Cartwright. Discussion: Ms. Cartwright noting that this will reduce the time on the repairs of equipment. Roll Call: Mr. Governor, yes; Ms. Cartwright; yes Mr. Maszczak, yes. Motion carried 3 to 0.

RESOLUTION 2015-03-24-49

Parkland Maintenance Mowing Contract

Ms. Cartwright moved to accept the best low qualified bid for the Township's Community Park lawn mowing maintenance from Easton Lawn Service for Area #1 on the south side of Herbert Road at a cost of \$150.00 per cut. The Motion was seconded by Mr. Maszczak. Discussion: Ms. Cartwright suggested amending Motion not to exceed 25 cuts at \$150.00 or \$3,750.00. Mr. Rogers noted that in case of a drought; he can limit the cuts. Ms. Cartwright so moved not to exceed 25 cuts at \$150.00 or not to exceed \$3,750 and in the case of a seasonal drought; the number of cuts can be altered by the Township Administrator. The amended Motion was seconded by Mr. Maszczak. Roll Call: Mr. Governor, yes; Ms. Cartwright; yes Mr. Maszczak, yes. Motion carried 3 to 0.

Area #1	25 cuts at \$150.00	Total of contract \$3,750.00
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RESOLUTION 2015-03-24-50

Parkland Maintenance Fertilization Contract

Mr. Maszczak moved to except the best low qualified bid for the Township's Community Park lawn fertilization maintenance from Cross Lawn and Landscape for Area #1 on the south side of Herbert Road at a cost of \$749.00 per application for a total of \$2,247.00. The Motion was seconded by Ms. Cartwright. Roll Call: Mr. Governor, yes; Ms. Cartwright; yes Mr. Maszczak, yes. Motion carried 3 to 0.

RESOLUTION 2015-03-24-51

Ohio Township Zoning Association Inspectors Group Meeting

Ms. Cartwright moved to approve the Township Zoning Inspector to attend the Ohio Township Association's Zoning Inspectors Group Meeting in Blacklick, Ohio at a cost of \$30.00 for the purpose of continued education with the Township covering the travel expenses as per the Township's travel policy. The Motion was seconded by Mr. Governor. Discussion: Ms. Cartwright noted that the topics that will be covered: Firearms in Townships; How Far Can the BZA go with Conditional Use Permits; Zoning & Limited Home Rule; Regulating Home Occupations; Inventorying & Monitoring Non-conforming Uses would be beneficial to the Township Administrator and amended the Motion to include the Township Administrator to attend. The amended Motion was seconded by Mr. Governor. Roll Call: Mr. Governor, yes; Ms. Cartwright; yes Mr. Maszczak, yes. Motion carried 3 to 0.

RESOLUTION 2015-03-24-52

Executive Session

Ms. Cartwright moved to enter into Executive Session for the purpose of discussing the potential purchase of land. The Motion was seconded by Mr. Maszczak. Roll Call: Mr. Governor, yes; Ms. Cartwright; yes Mr. Maszczak, yes. Motion carried 3 to 0.

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Board entered executive session at 8:27pm and returned to open session at 8:49pm.

**RESOLUTION 2015-03-24-53
(2015 - 2016) Rock Salt Contract**

Mr. Maszczak moved for Canfield Township to participate with the Ohio Department of Transportation in the purchase of sodium chloride [rock salt] for the 2015-2016 summer fill and/or winter use with an effective period of 12 months from the date of the award exclusive, or on an effective date as determined by the Director at the time of the bid.

Whereas, Ohio Revised Code Section 5513.01 [B] provides the opportunity for political subdivisions including Counties, Township’s Municipal Corporations, Port Authorities, State Colleges/Universities and County Transit Boards and others to participate in contracts of the Ohio Department of Transportation for the purchase of machinery, materials, supplies or other articles;

Now Therefore, Be it Ordained, Intending to Be Legally Bound that Keith Rogers, Agent, Hereby Request Authority in the name of Canfield Township, Political Subdivision; To participate in the Ohio Department of Transportation’s Contract for Rock Salt and Agrees to purchase a minimum of (1200) tons for the summer fill. Further asking the Fiscal Officer attach the contract there onto the minutes when it becomes available. The Motion was seconded by Ms. Cartwright. Discussion: Mr. Rogers noted that the School requested 200 ton which is included in this number. Roll Call: Mr. Governor, yes; Ms. Cartwright; yes Mr. Maszczak, yes. Motion carried 3 to 0.

**RESOLUTION 2015-03-24-54
2015 Permanent Budget**

Mr. Maszczak moved to approve the 2015 Permanent Budget as presented by the Fiscal Officer. Motion seconded by Mr. Governor. Discussion: Budget was discussed for over an hour; additional changes were made to finalize the budget. 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 adjourned at 10:24p.m.

Mr. Stephen M. Maszczak, Chairman

Ms. Marie Izzo Cartwright, Vice-Chairman

Mr. Brian W. Governor, Trustee

Ms. Carmen I. Heasley, Fiscal Officer