

RECORD OF PROCEEDINGS

MINUTES OF THE

BOARD OF CANFIELD TOWNSHIP TRUSTEES

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Meeting held on November 10, 2015 at 7:00 P.M.

Canfield Township Trustees met in Regular Session in the Canfield Township Hall on Tuesday, November 10, 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

Joseph Paloski, Trustee Elect asked for information concerning property being purchased by the Cardinal Joint Fire District (CJFD) regarding the cost of the land and why they passed on the land offered by the Township. Ms. Cartwright explained that in doing the plans for the fire station, the land needs to be excavated so; an apples to apples comparison on the two parcels was conducted. It is cheaper to purchase a new piece of property and excavate it for the building then it would be to just excavate the park land, because of the land grade and alleviation. The cost to excavate the Park property was approximately \$160,000; the land purchase approximately \$50,000 while the excavation cost of that property plus the purchase price was much less than using the parkland. The Fire Board acknowledges that it was a generous offer from the Township at \$1.00, but it doesn't make good sense. The new site is up the road and in the city limits so the CJFD Board had to apply for zoning variances to accommodate the best entrance and exits of the fire equipment from the city street.

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 September 8, October 13, October 27, and special meeting minutes of September 22, September 24, October 5, and October 28, 2015. Minutes were accepted as presented.

ADMINISTRATOR/ROAD SUPERINTENDENT REPORT: Chairman Maszczak requested questions and/or comments on the Administrator/Road Superintendent's report. Mr. Rogers explained that the park project is completed and plans to get together with the Fiscal Officer on the final paperwork, noting that the project came in well under the original anticipated cost.

Mr. Rogers reported that the Township did get funded by OPWC on the Star Center Old Tippecanoe Rehabilitation Project. He hopes to put the project out for bid in June and start the project soon after the first of July when we are permitted to do so.

As far as on Pebble Beach Project, the delay has been paperwork back and forth between the State and our engineer on this project. He was unable to open files to see what changes the State implemented. They are getting it resolved so the files are readable. Our engineer is presently working on the contract documents and then the State will need about two weeks to review to meet ODOT standards. It is an

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ODOT project, but the State of Ohio to oversee the project. Mr. Rogers spoke about a letter that must be inserted into the documents that are being reviewed by the prosecutor's office.

Mr. Rogers updated the Board on zoning activity; has two home permits coming in this week. Giant Eagle will be requesting zoning variances that will keep the Zoning Board of Appeals busy. St. Andrews – Randy Walters property; Home Savings and Loan had taken over the two condos that were originally 3-plex units and he tried to convert them into 4-plex, which isn't allowed so a stop work order was issued by our zoning department. Mr. Walters came before the Zoning Board of Appeals for a variance and was denied. These structures are partially built and it's going to court.

Mr. Rogers updated the Board on the camera at the Public Works, Messerly Road. The Tyco representative and the person that told us what this camera would do was out on site. Our main concern was to have a camera that would span out over the lower garage area since we've had some vandalism and illegal dumping. The camera that was sold to us was supposed to give us a panoramic view of the area; take a snap shot and allow us to zoom in on vehicle license plates. No matter what we do, we are unable to read the license plates. They are recommending a second camera on the salt dome that would only focus on the driveway for an additional \$1,400.00. At the last meeting, the Board of Trustees asked Mr. Rogers to negotiate with this company, but Tyco will not negotiate. He has gone back and forth and has told them to remove the camera. Mr. Maszczak and Mr. Governor noted that it's unfortunate, but the camera needs to be removed if it's not providing us with the information we need to prosecute. Mr. Governor suggested putting our position in writing to Tyco Industries and maybe should come from the prosecutor's office.

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 one purchase order. Fiscal Officer reviewed current revenues, noting that we have now received the final payment on property taxes. Zoning and Road Funds budget adjustments were discussed to bring the two funds online to actual revenues and expenditures for 2015. The report was accepted as presented.

NEW BUSINESS

RESOLUTION 2015-11-10-160

Warrants & Electronic Payments

Mr. Maszczak moved to approve Warrants #10689 thru #10727, electronic payments 281-2015 thru 299-2015 as general & payroll obligations of the Township in the amount of \$34,738.38. The Motion was seconded by Ms. Cartwright. Roll Call: Mr. Governor, yes; Ms. Cartwright, yes; Mr. Maszczak, yes. Motion carried 3 to 0.

RESOLUTION 2015-11-10-161

Purchase Orders

Ms. Cartwright moved to approve purchase order PO 35-2015 the total amount of \$5,880.00. The 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 2015-11-10-162

Road Fund Budget Changes

Mr. Maszczak moved to approve reducing purchase orders #30-2015 by \$500 and #18-2015 by \$1,500. Move to approve the increase of appropriation line #2141-330-190-0000 (Salaries) from \$140,000 to \$150,000. Move to reduce the following: line #2141-330-221-0000 (Medical/Hospitalization) from \$43,000 to 41,000, #2141-330-352-0000 (Water & Sewage) from \$1,000 to \$500, #2141-330-353-0000 (Natural Gas) from \$5,000 to \$3,500, #2141-330-381-0000 (Property Insurance Premiums) from \$3,000 to \$2,363, #2141-330-420-0000 (Operating Supplies) from \$50,000 to \$40,000, #2141-330-599-0000 (Other Expenses) from \$16,000 to \$6,000, #2141-760-740-0000 (Machinery, Equipment and Furniture) from \$25,000 to \$15,000. Original budget total \$438,218.88 reduced to \$421,581.88. Move to approve revenue budget from \$441,906.02 to \$422,653.29. The transfer line #2141-931-0000 (Transfer In) from the General to the Road Fund has been reduced from \$255,000 to \$233,000. The Motion was seconded by Ms. Cartwright. Roll Call: Mr. Governor, yes; Ms. Cartwright, yes; Mr. Maszczak, yes. Motion carried 3 to 0.

RESOLUTION 2015-11-10-163

Zoning Fund Budget Changes

Mr. Maszczak moved to approve reducing purchase orders #01-2015 by \$7,800, #05-2015 by 5,808, #09-2015 by \$124, #18-2015 by \$300, #24-2015 by \$250, #29-2015 by \$1,000 and #41-2015 by \$94.38. Move to approve reducing line #2181-130-150-0000 (Compensation of Boards and Commission Members) from \$6,000 to \$4,000, #2181-130-190-0000 (Salaries) from \$58,000 to \$53,000, #2181-130-211-0000 (OPERS) from \$14,000 to \$12,000, #2181-130-221-0000 (Medical/Hospitalization) from \$15,500 to \$10,000, #2181-130-222-0000 (Life Insurance) from \$250 to \$126, #2181-130-230-0000 (Workers Compensation) from \$1,300 to \$983.93, #2181-130-330-0000 (Travel and Meeting Expenses) from \$200 to \$105.62, #2181-130-341-0000 (Telephone) from \$900 to \$600, #2181-130-345-0000 (Advertising) from \$2,500 to \$1,500, #2181-130-351-0000 (Electricity) from \$600 to \$0, #2181-130-410-0000 (Office Supplies) from \$500 to \$250, #2181-130-420-0000 (Operating Supplies) from \$1,500 to \$900 and #2181-130-599-0000 (Other Expenses) from \$15,000 to \$7,000. Move to adjust revenues from \$122,012.01 to \$113,612.01 The Motion was seconded by Mr. Governor. Roll Call: Mr. Governor, yes; Ms. Cartwright, yes; Mr. Maszczak, yes. Motion carried 3 to 0.

RESOLUTION 2015-11-10-164

Township Health Insurance Renewal

Mr. Maszczak moved to renew the Township Health Insurance with Aetna Insurance as a High Deductible, Health Reimbursement Account (an HRA) effective at midnight on December 1, 2015 and terminate the current policy with Coventry Insurance effective at midnight on December 1, 2015 The first payment of \$3577 is due prior to December 1, 2015 .

Faced with a renewal increase of 23.7% and totaling \$89,143.56 for year 2016, the Township compared different policy options with different agents and found the best and lowest bidder to be Aetna Insurance as a High Deductible, Health Reimbursement Policy (an HRA) administered by The Burnham and Flower Agency in Blacklick, Ohio.

The Township Health insurance currently covers Trustees, Fiscal Officer and Township Administrator and premiums can change based on the employee census at any given time.

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The new Aetna insurance premium, based on the current census, will be \$3577/month totaling \$42,924 plus a \$300 per year HRA administration fee with a maximum reimbursement amount of \$44,800 and a total maximum plan cost of \$87,742 which in itself generates a \$1,101.56 savings. However, based on statistics provided, the Township expected plan cost should be approximately \$67,000 and should generate a savings of approximately \$22,143.56 over the renewal amount.

Now therefore be it resolved that the Board of Trustees of Canfield Township, Mahoning County, Ohio approves the following insurance and administrative services as proposed by the Burnham & Flower Agency to provide, HRA Administration and Agent of Record Services for Health and HRA for the Township.

In accordance with ORC section 9.833 the Township will self-insure a portion of health insurance claims via an HRA and contract with the Burnham & Flower Agency to provide the HRA Claim Administration. Also, in accordance with ORC 505.60 the Township will purchase insurance to cover claims over the amount of the plan deductibles. The Motion was seconded by Mr. Governor. Roll Call: Mr. Governor, yes; Ms. Cartwright, yes; Mr. Maszczak, yes. Motion carried 3 to 0.

ADJOURNMENT

Ms. Cartwright discussed the SRO agreement as it pertains to a letter written to the Canfield Board of Education. The next meeting was set for November 18 at 3pm to conduct a budget hearing and any other business that comes before the Board. With no further business before the Board, the Chairman adjourned at 7:38pm.

Mr. Stephen M. Maszczak, Chairman

Ms. Marie Izzo Cartwright, Vice-Chairman

Mr. Brian W. Governor, Trustee

Ms. Carmen I. Heasley, Fiscal Officer