

RECORD OF PROCEEDINGS

MINUTES OF THE

BOARD OF CANFIELD TOWNSHIP TRUSTEES

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Meeting held on December 13, 2016 at 7:00 PM.

Canfield Township Trustees met in regular session in the Canfield Township Hall on Tuesday, December 13, 2016 at 7:00pm. Chairman Governor 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 from the Fiscal Officer.

Attendance Roll Call

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

Mr. Paloski	present
Ms. Cartwright	present
Mr. Governor	present

MINUTES: Chairman Governor requested corrections or additions to the regular meeting of November 22 and the December 2, 2016 special meeting. Minutes were approved as presented with suggested changes incorporated.

ADMINISTRATOR/ROAD SUPERINTENDENT REPORT: Mr. Paloski asked about the Fire Station II roof issue. Mr. Rogers explained that the contractor was called and the roof was repaired and continued with an update on the ongoing replacement of the heating system.

Ms. Cartwright reviewed funds for the recycling site at Messerly Rd that have been reduced from \$5,000 to \$3,000, noting that we need to adjust the 2017 budget accordingly. January 1 is the deadline to request other recycling events. The Board considers these recycling events good for the community and directed Mr. Rogers to apply for the appliance and electronic drive.

Mr. Paloski asked about the Mercedes Place project and if there was any further word from Senator Schiavoni's. Mr. Rogers noted that he hadn't heard from Senator Schiavoni since an initial phone call, but the Prosecutor's office has advised that the Township may consider turning this project over to the ABC Water District, since it may be able to accept funds from the Township for this project. Therefore he'd like to contact the ABC Water District's attorney, the Board agreed to fact finding.

Mr. Rogers reported basically having two home owners associations Mercedes and Twin Oaks requesting a sound wall be installed to block turnpike noise. Twin Oaks was previously rejected by the commission, but the president of the association wants to meet with him to tweak the application to resubmit. He will meet with them and will submit both applications for grants and see what happens.

ZONING REPORT	Estimate of Structure Value	Permit Fee Charge in Dollars	Occupancy Fee Charge in Dollars	# of Permits
Residential – <i>New Homes</i>	\$ 8,035,127	\$ 49,051	\$ -----	30
Commercial	\$ 8,030,582	\$ 50,536	\$ -----	30
Other	\$ 1,506,577	\$ 9,267	\$ -----	68
	\$ 17,572,286	\$ 108,854	\$ -----	128

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Mr. Rogers reported on Zoning Board of Appeals case 16-12-BA – Colonial Motel storage pods and noted that 22 days after the 30 day appeal process had expired; he owner is requesting to appeal. Paperwork has been forwarded to the prosecutor's office. The prosecutor's office was provided information on the digital billboard on RT 224 since the message changes faster than zoning permits; however the owner has ignored letters from the zoning department. One idea discussed was to cut the power to the board, since they are not in compliance. The Wendy's restaurant sign changes were discussed. That will be coming up soon. The report was accepted as presented.

FISCAL OFFICER'S REPORT: Chairman Governor called on the Fiscal Officer, Carmen I. Heasley, to present the financials. The Fiscal Officer reviewed warrants, electronic payments, and two purchase orders. She noted that these purchase orders have not been entered into the system, so they don't appear on any of the reports given to the Board for this meeting.

She requested a transfer of funds to allow for the posting of the first payment paid to the contractor by OPWC on the Starr Centre/Old Tippecanoe Storm/Rd Rehabilitation Phase I Project. Ms. Cartwright expressed concern with changes to the name of the Starr Centre project. Fiscal Officer provided paperwork sent to her directly from the State of Ohio.

Changes to the current budget were discussed, along with final totals for the year. The Fiscal Officer noted that changes to the budget have not been entered into the system; therefore the changes do not appear on any of the reports given to the Board for this meeting. Many of the changes will affect open purchase orders, but those changes have not been entered into the system at this time. Once the changes have been approved, the Fiscal Officer will enter them into the UAN system. The report was accepted as presented.

NEW BUSINESS

RESOLUTION 2016-12-13-188

Warrants & Electronic Payments

Ms. Cartwright moved to approve Warrants #11446 thru #11486, electronic payments 418-2016 thru 440-2016 as general & payroll obligations of the Township in the amount of \$70,237.66. The Motion was seconded by Mr. Governor. Roll Call: Mr. Paloski, yes; Ms. Cartwright, yes; Mr. Governor, yes. Motion carried 3 to 0.

RESOLUTION 2016-12-13-189

Transfer from General to Public Works Issue I Fund

Ms. Cartwright moved to approve the transfer of \$6,979.53 from the General Fund appropriation line #1000-910-910-0000 (Transfer-Out) to the Public Works Issue I Fund revenue line #4401-931-0000 (Transfer-In) to cover the Township's share of the first OPWC payment to Foust Construction, contractor on the Starr Centre/Old Tippecanoe Storm/Rd Rehabilitation Phase I Project. The total of the first invoice from Foust Construction for approximately 24.3% of the work completed was \$72,289. The Township paid earlier in the year \$15,000 to the engineer and \$556.50 for the legal ad submitting a total of \$87,845.50 to OPWC. On December 8, the State paid Foust Construction a total of \$54,464.21 which represents 62% of the grant. The Township's share is 38% or \$33,381.29. The Township's balance due after deducting amounts already paid is \$17,824.79. The fund has a present balance of \$10,845.26. The transfer will bring the balance to \$17,824.79. The Motion was seconded by Mr. Governor. Roll Call: Mr. Paloski, yes; Ms. Cartwright, yes; Mr. Governor, yes. Motion carried 3 to 0.

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RESOLUTION 2016-12-13-190

Two Purchase Orders

Mr. Paloski moved to approve Purchase Order PO 48-2016 to encumber funds of the Township to cover the Township's share of the first OPWC payment to Foust Construction, contractor on the Starr Centre/Old Tippecanoe Storm/Rd Rehabilitation Phase I Project for a total of \$17,824.79 & Super-Blanket PO 49-2016 for \$852.00 to cover other expenses in the Road Fund. The Motion was seconded by Mr. Governor. Discussion: The Fiscal Officer noted that these purchase orders have not been entered into the system, so it does not appear on any of the reports given to the Board to date. Roll Call: Mr. Paloski, yes; Ms. Cartwright, yes; Mr. Governor, yes. Motion carried 3 to 0.

RESOLUTION 2016-12-13-191

Road Fund Budget Adjustment

Mr. Governor moved to approve moving from line # 2141-760-740-0000 \$852.00 (Machinery, Equipment and Furniture) to line #2141-330-599-0000 (Other Expenses) within the Road Fund. The Motion was seconded by Mr. Paloski. Roll Call: Mr. Paloski, yes; Ms. Cartwright, yes; Mr. Governor, yes. Motion carried 3 to 0.

RESOLUTION 2016-12-13-192

2016 Final Permanent Budget

Mr. Governor moved to approve the 2016 final permanent budget; 2016 anticipated total revenue of \$6,214,545.53 and anticipated total appropriations of \$2,233,738.78. The Motion was seconded by Ms. Cartwright. Discussion: Ms. Cartwright noted that the Fiscal Officer will submit for the Certificate of All Available as soon as possible. Roll Call: Mr. Paloski, yes; Ms. Cartwright, yes; Mr. Governor, yes. Motion carried 3 to 0.

Trustees Comments: Ms. Cartwright on behalf of the Canfield Rotary; thanked the Township for the use of the Township Hall during the Lighting of the Green ceremony which was held on the 2nd of December.

Next Meeting Dates: Special meeting may be held on December 22 at 8:30am to enter into executive session to discuss ongoing or pending court action of the Township. The next regular meeting will be held on December 29 at 8:30am. The Fiscal Officer explained that if the 2017 budget is approved before the end of year, the reorganizational meeting can be scheduled just before the start of the first meeting of the year. We would start with the reorganization meeting, close the meeting and start the regular meeting on January 10.

RESOLUTION 2016-12-13-193

Executive Session

Mr. Governor moved to adjourn into executive session in accordance with ORC 121.22(G) 1-3 at 7:55pm to discuss the employment of public employees, purchase or sale of public land and ongoing or pending court action of the Township. The Motion was seconded by Mr. Paloski. Roll Call: Mr. Paloski, yes; Ms. Cartwright, yes; Mr. Governor, yes. Motion carried 3 to 0.

The Board returned to open session at 9:20pm.

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RESOLUTION 2016-12-13-194

Seasonal Snow Plow Driver

Ms. Cartwright moved to offer the position of seasonal snow plow driver to Rick Lewis at a rate of \$14.00 on the condition that the applicant passes the pre-employment drug and background checks. Seasonal employees are governed by the pay scale as approved by Resolution #2010-01-12-24. The Motion was seconded by Mr. Governor. Discussion: Ms. Cartwright noted that Mr. Rogers will notify Mr. Lewis as soon as possible. Mr. Rogers noted that he will schedule the applicant for the pre-employment drug and background checks. Roll Call: Mr. Paloski, yes; Ms. Cartwright, yes; Mr. Governor, yes. Motion carried 3 to 0.

RESOLUTION 2016-12-13-195

Part-Time Public Works Maintenance Worker

Ms. Cartwright moved to offer the position of part-time public works maintenance worker at a pay rate of \$14.79 per hour to Edmond W. Wroblewski on the condition the applicant passes the pre-employment drug and background checks. The position is offered in accordance with the terms and pay scale of the agreement between Canfield Township and the International Brotherhood of Teamsters Local 377 dated May 01, 2016. The start date will be based on passing the pre-employment and background checks. The Motion was seconded by Mr. Governor. Discussion: Mr. Governor noted that Mr. Rogers will schedule the applicant for the pre-employment drug and background checks. Roll Call: Mr. Paloski, yes; Ms. Cartwright, yes; Mr. Governor, yes. Motion carried 3 to 0.

Mr. Governor noted that at this time, the Board will like to give Mr. Rogers direction in regards to the property at 6205 S. Raccoon Rd. Mr. Rogers is to contact the prosecutor's office to draft a resolution for the sale of said property at the appraised value of \$8,000 plus any additional cost that maybe accrued by the Township in regards to the transfer of the property.

Mr. Governor noted for the record, that the Board is signing the agreement between the Township and OPWC in regards to the Starr Centre Storm and Road Rehabilitation Phase II for the loan. Mr. Rogers will deliver the agreement to Eastgate tomorrow.

Ms. Cartwright advised the Board that she would like to remain on the Cardinal Joint Fire District Board (CJFD) as the Township Trustee representative. She encouraged them to speak with any of the CJFD Board Members concerning her Board participation.

ADJOURNMENT

With no further business before the Board, the Chairman Governor adjourned the meeting at 9:27pm.

Mr. Brian W. Governor, Chairman

Ms. Marie Izzo Cartwright, Vice-Chairman

Mr. Joseph N. Paloski, Trustee

Ms. Carmen I. Heasley, Fiscal Officer

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