

RECORD OF PROCEEDINGS

MINUTES OF THE

BOARD OF CANFIELD TOWNSHIP TRUSTEES

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Meeting held on June 29, 2016 at 2:00 P.M.

Canfield Township Trustees met in Special Session in the Canfield Township Hall, on Tuesday, June 29, 2016, at 2pm. Chairman Governor called the meeting to order at 2pm. This special meeting was advertised as required by the Ohio Sunshine Law and ran in the *Youngstown Vindicator* on June 25, 2016 as follows:

Canfield Township Board of Trustees will meet on Wednesday, June 29, 2016 2:00pm at 21 S. Broad Street (Township Hall) to conduct a budget workshop and any other business that comes before the Board. The Board will also meet on Tuesday, July 12, 2016 at 8:30am to conduct a workshop with the Public Works Department employees. The regular meeting of the Board will be held on July 12, 2016 at 7pm. The Public is welcome to attend.

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

Attendance Roll Call

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

The 2016 budget was reviewed and some tweaking was suggested, while several changes to the 2017 possible budget were suggested and documented. The Fiscal Officer discussed the timeline to report to the county auditor. The tax budget requirements have been waived by the county auditor, however September 1, 2016 has been set for reporting the estimated revenues and carryover anticipated balances as of December 31, 2016 to the county auditor. The Township can anticipate the 1st (original) Certificate of Estimated Resources for 2017 around September 15, 2016. The resolution accepting the amounts and rates as provided by the Budget Commission must be passed before October 1, 2016 and those numbers should arrive to us sometime around September 5, 2016. Although not necessary, a temporary budget should be approved before December 31, if the permanent budget has not been approved by that date. Before January 20, 2017, the Fiscal Officer must provide final carryover fund balances to the county auditor that will trigger the First Amended Certificate of Estimated Resources. Resolution approving the final permanent budget must take place as early as possible as to give the Fiscal Officer enough time to file the final permanent appropriations on or before April 1, 2017 with the county auditor.

NEW BUSINESS

RESOLUTION 2016-06-29-84

Authorization to Sweep Funds

Ms. Cartwright moved to permit the Fiscal Officer to sweep funds between primary and savings/money market account to maximize earnings. The Motion was seconded by Mr. Governor. Discussion: Mr. Paloski expressed concern with this Motion after attending a state fraud class. Ms. Cartwright noted that Farmers National Bank primary checking account balance minimum requirement is \$425,000.00 to avoid the monthly \$35.00 fee. A second account (savings) was opened that pays a rate equal to Star Ohio Plus. Whenever the primary checking balance is above \$425,000.00 the Township earns nothing.

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Since this balance goes up and down throughout the month, it makes sense to allow the Fiscal Officer to move funds between these two accounts to maximize earnings. Ms. Cartwright reported that the Cardinal Joint Fire District has been doing this for some time since Farmers National Bank began charging fees for both account (primary and sweep accounts). Roll Call: Mr. Paloski, abstained; Ms. Cartwright, yes; Mr. Governor, yes. Motion carried 2 to 1 abstention.

RESOLUTION 2016-06-29-85 War Veteran’s Museum Donation

Ms. Cartwright moved to approve one Then and Now Purchase Order PO-21-2016 in the amount of \$1,000.00 payable to the War Veteran’s Museum. The Motion was seconded by Mr. Governor. Discussion: Mr. Paloski noted that he was involved in writing a grant for the museum and would prefer to abstain from voting. The other Board members commented that they didn’t believe a conflict existed. Roll Call: Mr. Paloski, abstained; Ms. Cartwright, yes; Mr. Governor, yes. Motion carried 2 to 1 abstention.

RESOLUTION 2016-06-29-86 Transfer of Funds

Ms. Cartwright moved to approve the transfer of funds from the General Fund appropriation line #1000-910-910-0000 to the Road Fund revenue line #2141-931-0000 a total of \$20,000.00. The Motion was seconded by Mr. Governor. Roll Call: Mr. Paloski, yes; Ms. Cartwright, yes; Mr. Governor, yes. Motion carried 3 to 0.

RESOLUTION 2016-06-29-87 Mowing of the North Side of Herbert Road

Mr. Governor moved to permit Mr. Grouber to mow the north side of the park property on Herbert Road. The Motion was seconded by Mr. Paloski. Discussion: Mr. Governor noted that this person must sign a hold harmless disclosure form, the same as mowing contractors must sign. Mr. Rogers will make sure that is done. Roll Call: Mr. Paloski, yes; Ms. Cartwright, yes; Mr. Governor, yes. Motion carried 3 to 0.

TRUSTEES COMMENTS: Ms. Cartwright advised the Board of the ground breaking for the new fire station on Herbert Road.

Meeting Dates: Special workshop with Public Works employees is set for July 12 at 8:30am to 10:30am. The next regular meeting will be held on July 12 at 7pm.

ADJOURNMENT

With no further business before the Board, the Chairman adjourned at 5:29pm.

Mr. Brian W. Governor, Chairman

Ms. Marie Izzo Cartwright, Vice-Chairman

Mr. Joseph N. Paloski, Trustee

Ms. Carmen I. Heasley, Fiscal Officer