

# RECORD OF PROCEEDINGS

MINUTES OF THE

## BOARD OF CANFIELD TOWNSHIP TRUSTEES

119

Meeting held on November 9, 2016 at 7:00 PM.

Canfield Township Trustees met in regular session in the Canfield Township Hall on Wednesday, November 9, 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 meetings of September 20, October 11 and October 25, special meetings of September 27, October 6 and November 1, 2016. Fiscal Officer noted that suggested corrections have been implemented. Minutes were approved as presented.

**ADMINISTRATOR/ROAD SUPERINTENDENT REPORT:** Mr. Rogers updated the Board on the Starr Centre/Old Tippecanoe Storm/Road Rehabilitation Phase 1 Project, noting that all the piping has been installed, but the balance is contingent on weather, expressing concerns that the concrete wouldn't cure properly before winter. Mr. Rogers requested permission to file for an extension and the Board agreed with the understanding that the project would restart in the spring.

Mr. Rogers reviewed estimates on the Fire Station II heating system. Ms. Cartwright requested that Mr. Rogers review these estimates with the Fire Chief and the project manager for Fire Station III before we take any further action.

Mr. Rogers reported taking pictures of the Pebble Beach Project area where the Public Works Department had concerns regarding the creek to the turnpike. He found the problem up stream, sent the pictures to turnpike management for their review, and will set an appointment to walk the area with them.

Mr. Governor addressed the drainage ditch piping permit and open curb/road cut permit the Township would like to establish which will match the County's. Mr. Rogers asked the County for a copy of what they use and has provided copies for review. The open road cut permit is for developer's who open cut Township Roads for the purpose of installing culvert pipes and there would be a provision that the work would have to be inspected by Township personnel to ensure it met required standards. Presently, the Township does not allow for open cuts; but if needed, the Township should be prepared and be able to control what happens. This will also make the Township more uniform with county standards and gave examples of how the county goes out to make determinations on site. Ms. Cartwright suggested that the resolution include the titles of the Township employees charged with inspecting the work and an implementation date. Additionally she suggested the need to discuss the administrative part, such as which department will handle the permit and which fund will receive the money. Mr. Governor and Ms. Cartwright suggested posting permit requirements and procedures on the Township website. The report was accepted as presented.

# RECORD OF PROCEEDINGS

120

## MINUTES OF THE BOARD OF CANFIELD TOWNSHIP TRUSTEES

Meeting held on November 9, 2016 at 7:00 PM.

ZONING REPORT	Estimate of Structure Value	Permit Fee Charge in Dollars	Occupancy Fee Charge in Dollars	# of Permits
Residential – <i>New Homes</i>	\$ 7,317,352	\$ 44,693	\$ -----	28
Commercial	\$ 1,506,577	\$ 9,267	\$ -----	68
Other	\$ 8,025,952	\$ 50,235	\$ -----	24
	<b>\$ 16,849,881</b>	<b>\$ 104,195</b>	<b>\$ -----</b>	<b>122</b>

**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 four purchase orders.

Fiscal Officer noted discussions with Home Savings and Loan and is still waiting to hear if they will hold the rate at 2% for another 90 days; if not she recommended moving the funds back to Farmers National and holding the funds liquid until we see an improvement in the market. At least Farmers will pay Star Ohio rates. Ms. Cartwright questioned the amount we have in Star Ohio Plus. Fiscal Officer explained that Star Ohio will come down slower than local banking institutions and will go up faster than local banking institutions making Star Ohio very attractive.

Ms. Cartwright inquired about our OPWC project, asking how that will impact the current budget. Fiscal Officer noted that upon getting invoices from contractor, she will help Mr. Rogers with OPWC paperwork to file for payment. Upon OPWC notifying the Township that payment has been issued...she will record as soon as she is aware and post appropriately. We cannot adjust the budget until we know that the last invoice has been received for payment for this year. At that time, she will bring that information to the Board for any necessary budget adjustments to be made; most likely mid to late December. She will hold purchase orders open until last day of year; re-open on the first day of the following year. We will have a clean budget to work with the following year. The report was accepted as presented.

### OLD BUSINESS RESOLUTION 2016-11-09-166

#### OPWC, Starr Centre/Old Tippecanoe Storm/Road Rehabilitation Phase II Loan

Ms. Cartwright moved to approve applying to Ohio Public Works Commission (OPWC) for a 100% loan of \$273,222.00 for the Starr Centre/Old Tippecanoe Storm/Road Rehabilitation Phase II Project at zero percent for a term of twenty-five years. The Motion was seconded by Mr. Governor. Discussion: Ms. Cartwright explained the availability of no interest loan money from OPWC for projects that weren't funded for 2017. It's going to be given on a first come bases...where we can get our project fully funded thru the loan program. The project total is \$325,264 with the Township's share being \$52,042, a grant of \$146,369 and a zero percent loan of \$126,853. The Township will still contribute \$52,042, but apply for 100% of the balance as a loan of \$273,222. The \$273,222 at zero percent loan over 20 to 30 years, which is the useful life, will make the payments around \$13,661.10 to \$9,107.40 per year. We must first make a decision...is it feasible and what terms will work with our budget. Option 2 would be to reapply next year increasing our local share with no guarantees that the project would be funded. Ms. Cartwright will advise Tim Yova of the Board's intent to move forward with the loan. Roll Call: Mr. Paloski, yes; Ms. Cartwright, yes; Mr. Governor, yes. Motion carried 3-0.

# RECORD OF PROCEEDINGS

MINUTES OF THE

## BOARD OF CANFIELD TOWNSHIP TRUSTEES

121

Meeting held on November 9, 2016 at 7:00 PM.

### NEW BUSINESS

#### RESOLUTION 2016-11-09-167

##### Warrants & Electronic Payments

Mr. Governor moved to approve Warrants #11397 thru #11428, electronic payments 360-2016 thru 396-2016 as general & payroll obligations of the Township in the amount of \$223,802.23. The Motion was seconded by Mr. Paloski. Roll Call: Mr. Paloski, yes; Ms. Cartwright, yes; Mr. Governor, yes. Motion carried 3 to 0.

#### RESOLUTION 2016-11-09-168

##### Purchase Orders

Mr. Governor moved to approve Purchase Orders PO 40-2016 – PO 44-2016 to encumber funds of the Township for a total of \$41,100.00. The Motion was seconded by Mr. Paloski. . Roll Call: Mr. Paloski, yes; Ms. Cartwright, yes; Mr. Governor, yes. Motion carried 3 to 0.

**Trustees Comments:** Mr. Governor suggested having a season ending meeting with the Canfield Soccer Club just to touch base with them to address any issues sooner than later and recommending Mr. Paloski to attend that meeting as Township Trustee. Mr. Paloski has spoken with Mr. Rogers and will attend the meeting when it is set.

**Next Meeting Dates:** The next regular meetings will be held on November 22 and December 13 at 7pm. Special meeting will be held on November 17 at 2:00pm for a 2016 and 2017 Budget Hearing to start at 2pm until 4:30pm. The special meeting has been advertised to include any business that pertains to the budget that maybe necessary.

#### RESOLUTION 2016-11-09-169

##### Executive Session

Mr. Governor moved to adjourn into executive session in accordance with ORC 121.22(G) 1-6 at 7:53pm to discuss the employment of public employees, purchase or sale of public land, discuss pending court action and security matters 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 9:10pm.

#### RESOLUTION 2016-11-09-170

##### A. Thomas Appraisal Associates

Ms. Cartwright moved to approve A. Thomas Appraisal Associates to perform an appraisal of Township owned property located at 6205 S. Raccoon Road at a cost not to exceed \$275.00. The Motion was seconded by Mr. Governor. Roll Call: Mr. Paloski, yes; Ms. Cartwright; yes; Mr. Governor, yes. Motion carried 3 to 0.

#### RESOLUTION 2016-11-09-171

##### Post and Advertise Part-Time Zoning Position

Ms. Cartwright moved to post internally as per the Union Contract and to advertise in 3 venues; *The Youngstown Vindicator*; [www.Vindy.com](http://www.Vindy.com) and the Township website for the position of part-time Township Zoning Inspector. The ad would run for three consecutive Sundays and Wednesdays in *The Vindicator* beginning Sunday, November 13, 2016, and shall be posted and appear on the Township website. The Motion was seconded by Mr. Governor. Discussion: Ms. Cartwright Ms. Cartwright

---

# RECORD OF PROCEEDINGS

122

*MINUTES OF THE*  
**BOARD OF CANFIELD TOWNSHIP TRUSTEES**

---

Meeting held on November 9, 2016 at 7:00 PM.

---

advised she will send the ad to the newspaper Roll Call: Mr. Paloski, yes; Ms. Cartwright; yes; Mr. Governor, yes. Motion carried 3 to 0.

## **ADJOURNMENT**

With no further business before the Board, the Chairman Governor adjourned the meeting at 9:15pm.

---

Mr. Brian W. Governor, Chairman

---

Ms. Marie Izzo Cartwright, Vice-Chairman

---

Mr. Joseph N. Paloski, Trustee

---

Ms. Carmen I. Heasley, Fiscal Officer