

RECORD OF PROCEEDINGS

MINUTES OF THE

BOARD OF CANFIELD TOWNSHIP TRUSTEES

101

Meeting held on September 27, 2016 at 8:30 A.M.

Canfield Township Trustees met in Special Session in the Canfield Township Hall, on Tuesday, September 27, 2016, at 8:30am. Chairman Governor called the meeting to order at 8:30am. This special meeting was advertised as required by the Ohio Sunshine Law and ran in the *Youngstown Vindicator* on September 16, 2016 as follows:

Canfield Township Board of Trustees will meet at 21 S. Broad Street, Canfield (Township Hall) on Tuesday, September 27, 2016 at 8:30am in the Township Hall to conduct a budget workshop and any other business that comes before the Board.

The Board of Trustees will meet on Tuesday, November 1, 2016 at 8:30am at 21 S. Broad Street, Canfield (Township Hall) to conduct a Public Works workshop with employees and any other business that comes before the Board.

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 meeting was held to work on the 2016 Budget. Projects were discussed in detail.

RESOLUTION 2016-9-27-136

2016 Budget Adjustments

Mr. Governor moved to approve adjustments to the 2016 budget as agreed upon on September 27, 2016 for a total revenues of \$2,203,867.48 plus carry-over balances of \$4,281,154.69 for a total of all available of \$6,485,022.17 and total appropriations of \$2,594,977.57. The Motion was seconded by Mr. Paloski. Roll Call: Mr. Paloski, yes; Ms. Cartwright, yes; Mr. Governor, yes. Motion carried 3-0.

| 2016 REVENUES | Unencumbered Fund Balance | Real Estate Property Tax* | Local Government Allocation** | All Other Sources | TOAL OF ALL AVAILABLE |
|------------------------|--------------------------------------|--|--|----------------------------------|--------------------------------------|
| Fund | 01/01/16 | | | | |
| General Fund Revenue | \$ 3,674,189.98 | \$ 670,633.00 | \$ 28,995.25 | \$ 270,706.22 | \$ 4,644,524.45 |
| Special Revenue Funds | \$ 606,964.71 | \$ 180,710.00 | - | \$ 519,761.01 | \$ 1,307,435.72 |
| Capital Project Funds | - | - | - | \$ 533,062.00 | \$ 533,062.00 |
| TOTAL ALL FUNDS | \$ 4,281,154.69 | \$ 851,343.00 | \$ 28,995.25 | \$1,323,529.23 | \$ 6,485,022.17 |

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TOTAL APPROPRIATIONS

| | | | |
|---------------|-----------------|-------------------|-----------------|
| GENERAL FUND | \$ 1,265,463.14 | OPEN SPACE | \$ 1,891.00 |
| MOTOR VEHICLE | \$ 15,000.00 | ZONING FUND | \$ 37,104.55 |
| GASOLINE TAX | \$ 191,262.08 | PERMISSIVE FUND | \$ 85,000.00 |
| CEMETERY | \$ 5,000.00 | LIGHTING DISTRICT | \$ 75,000.00 |
| FIRE DISTRICT | \$ 18,264.00 | RECYCLING FUND | \$ 1,463.64 |
| ROAD FUND | \$ 366,467.16 | PUBLIC WORKS FUND | \$ 533,062.00 |
| | | TOTAL | \$ 2,594,977.57 |

RESOLUTION 2016-09-27-137

2016 Catch Basin Replacement Program

Mr. Governor moved to approve Foust Construction, Inc. to replace (8) failing catch basins as the best low qualified bidder for the 2016 Catch Basin Replacement Program. With a cost not exceed \$34,500.00. The funds for this project will come from the Permissive Fund. The Motion was seconded by Mr. Paloski. Roll Call: Mr. Paloski, yes; Ms. Cartwright, yes; Mr. Governor, yes. Motion carried 3-0.

RESOLUTION 2016-9-27-138

Trick-or-Treat / Halloween Hours

Mr. Governor moved to approve Halloween Trick-or-Treat hours from 5:30 pm to 7:30 pm on Saturday, October 29, 2016 in conjunction with the City of Canfield. The Motion was seconded by Mr. Paloski Discussion: Mr. Cartwright asked why we would do this on Saturday, noting that we've always coordinated with Austintown, Boardman and Poland; they and the majority of other communities are having it on Monday and she could see big problems if we do it on Saturday. Mr. Governor amended the Motion to: hours will be from 5:30pm to 7:30 on Monday, October 31. Mr. Paloski seconded the amended Motion. Roll Call: Mr. Paloski, yes; Ms. Cartwright, yes; Mr. Governor, yes. Motion carried 3-0.

RESOLUTION 2016-9-27-139

AMENDED SIDE LETTER #3 -PWD LUMP SUM PAYMENT

Mr. Governor moved to approve amended side letter #3 lump sum payment. This amended letter better explains how the Township arrived at the lump sum payment and will assure that the lump sum is pensionable. This side letter has been approved by The Teamsters Local 377 and will be become part of the current agreement. The Motion was seconded by Ms. Cartwright. Discussion: The Fiscal Officer was concerned with the language "will assure that the lump sum is pensionable", since we have no control over Ohio Public Employee Retirement System (OPERS). Mr. Cartwright agreed that this cannot remain as it read, because we are guaranteeing and we cannot. Mr. Governor moved to amend his Motion to read: This amended letter better explains how the Township arrived at the lump sum payment. The Township and Teamsters Union feels that this side letter should be approved by OPERS relating to the lump sum being pensionable. The amended Motion was seconded by Ms. Cartwright. The document was sign by the Board during the meeting. Roll Call: Mr. Paloski, yes; Ms. Cartwright, yes; Mr. Governor, yes. Motion carried 3-0.

RESOLUTION 2016-09-27-140

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Meeting held on September 27, 2016 at 8:30 A.M.

SIDE LETTER #7 - PWD

Ms. Cartwright moved to approve side letter #7 to be interpreted in conjunction with side letter #3 lump sum payments. This letter clearly defines the intent of Canfield Township as it pertains to a lump sum bonus in May of 2018. This side letter has been approved by The Teamsters Local 377 and will be become part of the current agreement. The Motion was seconded by Mr. Governor. Discussion: Ms. Cartwright noted that this document was sign by the Board during the meeting. Roll Call: Mr. Paloski, yes; Ms. Cartwright, yes; Mr. Governor, yes. Motion carried 3-0.

Next Meeting Dates: The next regular meeting will be held on October 11 and 25 at 7pm. and a special meeting on November 1 from 8:30 to 10:30am to meet with our employees and deal with any other business that is necessary. Fiscal Officer noted that she requested a prosecutor's opinion on how we advertise special meetings to make sure we are in compliance.

RESOLUTION 2016-09-27-141

Executive Session

Mr. Governor moved to adjourn into executive session in accordance with ORC 121.22(G)(1) at 11:58am to discuss the employment and compensation of public employees. 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 12:45pm.

RESOLUTION 2016-09-27-142

One Time Pay Supplement for Township Administrator

Ms. Cartwright moved to provide Keith Rogers, Township Administrator, salary pay supplement of \$3,850.00 based on 7% of his 2015 base pay of \$55,000 to be treated as part of his salary pay to be paid from the Zoning Fund. This salary supplement will be pensionable and subject to taxes and deductions. The Motion was seconded by Mr. Governor. Discussion: Ms. Cartwright noted this is for his work above and beyond his job responsibilities. Roll Call: Mr. Paloski, yes; Ms. Cartwright; yes; Mr. Governor, yes. Motion carried 3 to 0.

RESOLUTION 2016-09-27-143

Compensation of a Public Employee

Mr. Governor moved to increase the Township Administrator/Road Superintendent's salary from \$55,000 to \$56,650. This increase represents 3% of the present base of \$55,000 to take effect with the next pay period. The Motion was seconded by Mr. Paloski. Roll Call: Mr. Paloski, yes; Ms. Cartwright; yes; Mr. Governor, yes. Motion carried 3 to 0.

RESOLUTION 2016-09-27-144

Compensation of a Public Employee

Mr. Governor moved to increase the Township Administrative Assistant to the Board of Trustees, from \$14.50 to \$14.75 to take effect with the next pay period. The Motion was seconded by Mr. Paloski. Roll Call: Mr. Paloski, yes; Ms. Cartwright; yes; Mr. Governor, yes. Motion carried 3 to 0.

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RESOLUTION 2016-09-27-145

Part-Time Position

Mr. Governor moved to offer the position of regular part-time public works maintenance worker to Jeffrey D. Lowther in accordance with the terms and pay scale of the agreement between Canfield Township and the International Brotherhood of Teamsters Local 377 dated May 1, 2016. The Motion was seconded by Ms. Cartwright. Roll Call: Mr. Paloski, yes; Ms. Cartwright; yes; Mr. Governor, yes. Motion carried 3 to 0.

RESOLUTION 2016-09-27-146

LPA Diesel Emission Reduction Grant Program Agreement

Ms. Cartwright moved to approve the Township Administrator Keith Rogers to apply for the LPA Diesel Emission Reduction Grant Program in an effort to replace the 1999 and 2001 snow plow/dump trucks with the Township providing a maximum of 30% in local share per truck. The Motion was seconded by Mr. Governor. 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 adjourned at 1:15pm.

Mr. Brian W. Governor, Chairman

Ms. Marie Izzo Cartwright, Vice-Chairman

Mr. Joseph N. Paloski, Trustee

Ms. Carmen I. Heasley, Fiscal Officer