

# RECORD OF PROCEEDINGS

MINUTES OF THE

## BOARD OF CANFIELD TOWNSHIP TRUSTEES

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Meeting held on August 8, 2017 at 7:00 PM

Canfield Township Trustees met in regular session in the Canfield Township Hall on Tuesday, August 8, 2017 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.*

### PUBLIC PRESENTATION

Chairman Governor recognized 16<sup>th</sup> District State Representative John Bocchieri accompanied by his assistant Julia Lane. Representative Bocchieri reviewed issues before the assembly, what the State has done, what has not been done and what should be done with focus on the state budget. The Board also had the opportunity to discuss present issues facing our Township including the negative impact that Expedited Type II Annexation legislation has had and continues to have on Townships and requesting that changes favorable to Townships be sought. The conversation ran approximately 40 minutes.

### 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 minutes of July 18, 2017. The minutes were approved as presented with suggested changes incorporated.

**ADMINISTRATOR/ROAD SUPERINTENDENT REPORT:** Mr. Rogers updated the Board on the problems regarding the park cameras and the service provided so far by Tyco. The cameras are not recording at this time and he will continue to follow up on the repairs. The park has no internet service creating a problem when accessing the equipment for repairs, so he will look into the best way to get internet service to the park. The Board has asked Mr. Rogers to locate the agreement between the Township and Armstrong Cable, since the present Board was not involved with the original negotiations and are not familiar with the terms and expiration of that agreement.

Mr. Rogers reviewed Starr Centre Phase I plans to improve gravel conditions on the side of the road that will be handled by Canfield Township and Boardman Township; reviewed drawings of the Mercedes project that is still waiting on ODOT approval, gave an update on the Whispering Meadows drainage issues and explained what is happening with the Lakewood Villas.

Mr. Rogers reviewed court case, thirty day notification and changes to the approval process of Zoning Board of Appeals minutes. Ms. Cartwright asked that Zoning notification procedures be well documented for future boards and employees. Mr. Governor was impressed with the detailed zoning report and the nuisance property list provided to the Board. Ms. Cartwright noticed that the report was monthly; she would like to see a cumulative report. The Board discussed some changes they would like to see to the zoning report.

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Mr. Rogers asked for guidance on what to use the More Grant funds on, since the radio idea has not materialized. The insurance coverage has been removed off the truck sold to the school district.

Mr. Governor expressed concerns with park rentals that take place on Saturday and Sunday of the same weekend, since we do not check to see if the prior renter has cleaned up properly before the Sunday rental. Ms. Cartwright would like to see a list of responsibilities given to renters and she asked if we are collecting a deposit. Mr. Rogers noted that we do not collect deposits. Mr. Governor would like to see a list of rentals from the Trustees' administrative assistant Cindy. The Board agreed that when the park has been double booked on weekends, trustees will take turns checking the park on those weekends. The Board agreed that park procedures needs to be reviewed. Mr. Governor moved to accept the administrator/road superintendent, public works and zoning reports 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 purchase orders. The report was accepted as presented.

### NEW BUSINESS

#### RESOLUTION 2017-8-08-107

##### Fire Station III Generator

Mr. Governor moved to approve the purchase of a Generic - 25 kilowatt backup generator model #RG02515 from Professional Engine Systems at a cost not to exceed \$10,700.00. The funds will come from the Fire District 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 2017-8-08-108

##### Fire Station III - AES Surveying and Land Planning

Ms. Cartwright moved to approve AES Surveying and Land Planning, Inc., to provide Engineering services for the installation of the proposed backup generator for Fire Station III at a cost not to exceed \$1,625.00, with the funds will come from the Fire District Fund. The Motion was seconded by Mr. Governor. Roll Call: Mr. Paloski, yes; Ms. Cartwright, yes; Mr. Governor, yes. Motion carried 3 to 0.

#### RESOLUTION 2017-8-08-109

##### 2017 Paving Program

Mr. Paloski moved to proceed with the Township's 2017 Resurfacing Program comprised of Orlando Drive, Pin Oak Lane and Williamsburg Drive, in conjunction with Austintown and Boardman Township's resurfacing program. Canfield Township's portion is not to exceed \$66,423.68 payable to Butch & McCree Paving. The funds will come from the Gasoline Fund. The Motion was seconded by Mr. Governor. Roll Call: Mr. Paloski, yes; Ms. Cartwright, yes; Mr. Governor, yes. Motion carried 3 to 0.

#### RESOLUTION 2017-8-08-110

##### OPWC 2017 Starr Centre / Storm Sewer Improvement Project Phase II

Ms. Cartwright moved to approve A RESOLUTION AUTHORIZING Trustee Chairman, Brian Governor, TO PREPARE AND SUBMIT AN APPLICATION TO PARTICIPATE IN THE OHIO PUBLIC WORKS COMMISSION STATE CAPITAL IMPROVEMENT AND / OR LOCAL TRANSPORTATION IMPROVEMENT PROGRAM(S) AND TO EXECUTE CONTRACTS AS REQUIRED. Whereas, the State Capital Improvement Program and the Local Transportation Improvement Program both provide financial assistance to political subdivisions for capital improvements to public infrastructure, and Whereas, Canfield Township is

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planning to make capital improvements for the Starr Centre / Storm Sewer Improvement Project Phase II, and Whereas, the infrastructure improvement herein above described is considered to be a priority need for the community and is a qualified project under the OPWC programs, NOW THEREFORE, BE IT

RESOLVED by Canfield Township: 1: The Board of Trustees is hereby authorized to apply to the OPWC for funds as described above. Section 2: The Board of Trustee Chairman is authorized to enter into any agreements as may be necessary and appropriate for obtaining this financial assistance. The Motion was seconded by Mr. Governor. Roll Call: Mr. Paloski, yes; Ms. Cartwright, yes; Mr. Governor, yes. Motion carried 3 to 0.

### **RESOLUTION 2017-8-08-111**

#### **ABC Water District Donation**

Mr. Paloski moved to approve \$2,500.00 to the ABC Water and Storm Water District to be used as seed money to cover costs for legal fees; legal notices for meetings with the township being reimbursed once the storm water utility fees are implemented. The Motion was seconded by Mr. Governor. Discussion: The Fiscal Officer noted that the funds will come from the General Fund contracted services. Roll Call: Mr. Paloski, yes; Ms. Cartwright, yes; Mr. Governor, yes. Motion carried 3 to 0.

### **RESOLUTION 2017-8-08-112**

#### **Pleasant Valley - Davey Tree Company**

Mr. Governor moved to approve Davey Tree Company as the best low qualified bidder to remove the standing dead tree from the road right-of-way located at 4127 Pleasant Valley at a cost not to exceed \$1,750.00. The funds will come from the Gasoline Fund contracted services. The Motion was seconded by Mr. Paloski. Discussion: Mr. Governor noted that the tree is scheduled to be removed in the next 2 weeks. The home owner has been advised that we are not grinding the stump out and this would be their responsibility. Discussion: Ms. Cartwright asked if the tree was totally in the road-right-away. Mr. Rogers noted that about 1/3 is in the road-right-away and was advised by the prosecutor's office that the Township would be liable. Roll Call: Mr. Paloski, yes; Ms. Cartwright, yes; Mr. Governor, yes. Motion carried 3 to 0.

### **RESOLUTION 2017-8-08-113**

#### **Warrants & Electronic Payments**

Mr. Governor moved to approve Warrants #11895 thru #11941 electronic payments 221-2017 thru 307-2017 as general & payroll obligations of the Township in the amount of \$79,681.94. The Motion was seconded by Mr. Paloski. Roll Call: Mr. Paloski, yes; Ms. Cartwright, yes; Mr. Governor, yes. Motion carried 3 to 0.

### **RESOLUTION 2017-8-08-114**

#### **Purchase Order**

Ms. Cartwright moved to approve purchase order PO 27-2017 thru PO 29-2017 to encumber funds of the Township for a total of \$78,873.68. The Motion was seconded by Mr. Governor. Roll Call: Mr. Paloski, yes; Mrs. Cartwright, yes; Mr. Governor, yes. Motion carried 3 to 0.

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**Trustees Comments:** The Mahoning County Township Association annual picnic that is sponsored by Canfield Township was discussed; fair display, menu, and supplies we have and still need.

The Chairman signed the AES Surveying and land Planning, Inc. agreement on replacement of gas generator at Fire Station III. The Board signed one cemetery deed; lot #536 for Charles W. Reaggle.

**Next Meeting Dates:** The next regular meetings of the Board will be held on September 12, October 10 and 24 at 7pm. A special Public Works Department workshop will be held on Monday, September 18 at 8:30am to 10am and following this meeting, will enter into special regular meeting to conduct a budget workshop that will be advertised to deal with any issues that may arise. A meeting has been set with the Commissioners that will be held on August 30 at 9am. Ms. Cartwright noted that this meeting will not need to be advertised.

### ADJOURNMENT

With no further business before the Board, Chairman Governor adjourned the meeting at 9:06pm.

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Mr. Brian W. Governor, Chairman

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Ms. Marie Izzo Cartwright, Trustee

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Mr. Joseph N. Paloski, Vice-Chairman

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Ms. Carmen I. Heasley, Fiscal Officer