

RECORD OF PROCEEDINGS

MINUTES OF THE

BOARD OF CANFIELD TOWNSHIP TRUSTEES

139

Meeting held on December 29, 2017 at 8:30 AM.

Canfield Township Trustees met in special regular session in the Canfield Township Hall on Friday, December 29, 2017 at 8:30am. 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 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 minutes of November 28, and December 12, 2017 and tabled the minutes until the next meeting.

ADMINISTRATOR/ROAD SUPERINTENDENT REPORT: Ms. Cartwright asked Mr. Rogers what the delay was in submitting Ohio Public Works Commission project. Mr. Rogers explained the useful life of the project was an issue. He submitted the paperwork to OPWC with the county's numbers.

Mr. Rogers noted that the Township has one Planned Unit Development (PUD) on Ironwood Drive. On January 11, he has a meeting with Mahoning County Soil and Water at the County Engineers Office, noting the wetland mitigation permit has expired so the process has to start over from the beginning. Mr. Rogers provided additional information to keep the Board aware of issues.

Mr. Rogers reviewed the Villas of Tippecanoe Woods PUD ownership and the request for a hearing. Ms. Cartwright asked if the Township could object to his requests. Mr. Rogers noted that we could and since the zoning board does not meet until February, this will give the Board time to review all the issues.

ZONING REPORT 2016	Estimate of Structure Value	Permit Fee Charge in Dollars	# of Permits
Residential – New Homes	\$ 8,035,127	\$ 49,051	30
Commercial	\$ 8,043,492	\$ 50,951	31
Other	\$ 1,506,577	\$ 9,267	68
	\$ 17,585,196	\$ 109,269	129

ZONING REPORT 2017	Estimate of Structure Value	Permit Fee Charge in Dollars	# of Permits
Residential – New Homes	\$ 7,371,464	\$ 45,057	30
Commercial	\$ 676,042	\$ 5,348	23
Other	\$ 1,715,327	\$ 11,125	87
	\$ 9,762,833	\$ 61,530	140

RECORD OF PROCEEDINGS

140

MINUTES OF THE BOARD OF CANFIELD TOWNSHIP TRUSTEES

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The Fiscal Officer advised having a returned check written for a zoning permit for \$212.00 plus \$10.00 bank fee. The Zoning Inspector has been working on this issue. The year will close without this problem being resolved. 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 suggested that the Board approve the first two motions to re-allocate funds so that she can enter these transactions into the UAN system. She then can provide the final totals for warrants and electronic payments, since she had not been able to print withholding payments.

NEW BUSINESS

RESOLUTION 2017-12-29-176

Re-allocation of Funds within the General Fund

Mr. Governor moved to approve re-allocating a total of \$351.00 from line #1000-930-930-0000 (Contingency) to the following two line items: \$200.00 to line #1000-110-211-0000 (Salaries – Township Fiscal Officer) and \$151.00 to line #1000-110-213-0000 (Medicare) to meet payroll obligations. Mr. Paloski seconded the Motion. Roll Call: Mr. Paloski, yes; Ms. Cartwright, yes; Mr. Governor, yes. Motion carried 3 to 0.

RESOLUTION 2017-12-29-177

Re-allocation of Funds within the Road Fund

Ms. Cartwright moved to approve re-allocating a total of \$1215.19 from line #2141-330-190-0000 (Salaries) to line #2141-330-211-0000 (OPERS) to meet payroll obligations. Mr. Governor seconded the Motion. Roll Call: Mr. Paloski, yes; Ms. Cartwright, yes; Mr. Governor, yes. Motion carried 3 to 0.

RESOLUTION 2017-12-29-178

Executive Session

In accordance with ORC 121.22, Mr. Governor moved to adjourn into executive session at 9:08am specifically to consider negotiations with other political subdivisions respecting requests for economic assistance. Mr. Paloski seconded the Motion. Roll Call: Mr. Paloski, yes; Ms. Cartwright, yes; Mr. Governor, yes. Motion carried 3 to 0.

Re-enter public meeting from Executive session at 9:32am.

The Fiscal Officer explained that while entering the re-allocations, the system then showed that the Medicare line within the General Fund was still off by eleven cents. She provided the correct motion for the eleven cents. The Fiscal Officer reviewed the final figures for warrants and electronic payments.

The Fiscal Officer reviewed the 2018 budget and motion. She explained that the year-end balances at this time as not known so the totals do not include year-end balances. Mr. Governor asked for the difference between temporary and permanent budgets. The Fiscal Officer noted that the main difference is the work for her, having to enter the budget twice before April 1. Ms. Cartwright expressed concerns that our estimated revenues are \$2,094,442.50 and that the anticipated total appropriations are \$2,477,803.36; clearly showing that we anticipate spending more than revenues coming in and is not in support of this, because in the present economic environment, we have no way of recovering these funds. She wants more time to review appropriations before approving a permanent budget. Mr. Governor understands that appropriations can change anytime during the year, but at this time, agrees that a temporary budget

RECORD OF PROCEEDINGS

MINUTES OF THE

BOARD OF CANFIELD TOWNSHIP TRUSTEES

141

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is the best course to give them more time to consider future appropriations. The Fiscal Officer noted that when you leave out the carry-over balances that is when you can really see that the Township is not in balance. There is nothing wrong with using rainy day funds when it is necessary but the Board needs to determine how necessary an expenditure really is before spending money that will drop the balances of the Township. In this economic environment, it is almost impossible to recover funds spent. The best way to use rainy day funds is to leverage those funds against grants to accomplish projects that normally are out of the Township's affordability.

RESOLUTION 2017-12-29-179

Re-allocation of Funds within the General Fund

Mr. Governor moved to approve re-allocating a total of \$.11 from line #1000-930-930-0000 (Contingency) to line #1000-110-213-0000 (Medicare) to meet payroll obligations. Mr. Paloski seconded the Motion. Roll Call: Mr. Paloski, yes; Ms. Cartwright, yes; Mr. Governor, yes. Motion carried 3 to 0.

RESOLUTION 2017-12-29-180

2018 Temporary Budget

Mr. Governor moved to approve the 2018 Temporary budget; anticipated total revenue of \$2,094,442.50 that do not include carry-over year-end balances and anticipated total appropriations of \$2,477,803.36. Mr. Paloski seconded the Motion. Roll Call: Mr. Paloski, yes; Ms. Cartwright, yes; Mr. Governor, yes. Motion carried 3 to 0.

RESOLUTION 2017-12-29-181

Warrants & Electronic Payments

Mr. Paloski moved to approve Warrants #12211 thru #12249 electronic payments 484-2017 thru 508-2017 as general & payroll obligations of the Township for \$44,610.11. Mr. Governor seconded the Motion. Roll Call: Mr. Paloski, yes; Ms. Cartwright, yes; Mr. Governor, yes. Motion carried 3 to 0.

RESOLUTION 2017-12-29-182

OTA Conference

Mr. Governor moved to approve Keith Rogers and Traci DeCapua to attend the OTA conference in January 2018. The Township travel policy will cover hotel, registration fees and travel expenses. Mr. Paloski seconded the Motion. Roll Call: Mr. Paloski, yes; Ms. Cartwright, yes; Mr. Governor, yes. Motion carried 3 to 0.

Next Meeting Dates: The re-organizational meeting will be on January 9, 2018 at 7pm and the regular meeting of the Board will follow immediately thereafter. January 23, 2018 at 5:30pm, the Board will hold a special meeting to discuss the Townships Comprehensive Land Use Plan. The regular meeting of the Board will follow at 7pm.

Trustees Comments: Mr. Governor noted that he is pleased with the work done to the bathrooms. He would like to continue remodeling of the hall into the New Year.

RECORD OF PROCEEDINGS

142

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With no further business before the Board, Chairman Governor adjourned the meeting at 9:55am.

Mr. Brian W. Governor, Chairman

Mr. Joseph N. Paloski, Vice-Chairman

Ms. Marie Izzo Cartwright, Trustee

Ms. Carmen I. Heasley, Fiscal Officer