

# RECORD OF PROCEEDINGS

MINUTES OF THE

## BOARD OF CANFIELD TOWNSHIP TRUSTEES

7

Meeting held on January 10, 2017 at 7:00 PM.

Canfield Township Trustees met in regular session in the Canfield Township Hall on Tuesday, January 10, 2017 at 7:20pm. 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 noted that there are no minutes available for approval at this time.

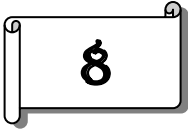
**ADMINISTRATOR/ROAD SUPERINTENDENT REPORT:** Mr. Governor was glad to see that Mr. Rogers may have located a grant for the bike trail that has a February 1<sup>st</sup> deadline. Mr. Rogers requested board approval to apply for The Clean Ohio Trails Fund Grant to cover the engineering and design which will be a 75% reimbursement of the total cost giving us time to get the whole project designed properly and any easements that are needed. Ms. Cartwright asked for the timeline. Mr. Rogers talked about trying to get two engineering estimates for year 2018 and year 2019 would be the construction phase. Ms. Cartwright suggested that he contact MetroParks to see who they use for engineering and design and perhaps we can receive numbers sooner for this project. Mr. Governor asked about the second grant for the development and construction of the trail. Mr. Rogers explained that the second grant is a Federal grant with reimbursement up to 80% of the total cost of construction of the trail. Mr. Governor recapped that Mr. Rogers is looking for direction from the board to move forward with the engineering and design of the bike trail. The board agreed it is in favor of this project moving forward.

Mr. Governor updated the Board regarding discussions with the prosecutor's office concerning the Mercedes Place Turnpike Storm Water Mitigation Project. The Board agreed to have Mr. Governor conduct a phone conference with interested parties in hopes of bringing this to a conclusion. The Fiscal Officer noted that because of the concerns that this project may not proceed, since the Township is unable to do work on private property, she left the project off the 2017 budget. Ms. Cartwright feels that this project is needed and should be budgeted for. The Fiscal Officer noted concerns with the number of projects that may or may not complete in 2017 being reported to the county auditor, but noted that we have plenty of time to adjust the budget with the county auditor before April 1.

Mr. Rogers reported on the Mercedes and Twin Oaks sound wall research to block turnpike noise. Ms. Cartwright noted that at this time it is research which needs to be reviewed to come up with the right decision.

Ms. Cartwright noted that Mr. Rogers has sent two letters to the GreenTeam regarding the Appliance and Electronics recycling event and asked if he had heard anything from them. Mr. Rogers noted that they have not even set a meeting date yet, however he did get a letter confirming that they received them.

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Ms. Cartwright asked about the fuel island. Mr. Rogers explained that having a pump that measures fuel would have been nice when they were trying to provide the state with fuel consumption for the vehicles we were trying to replace through a grant; however it isn't necessary since we already meet all necessary safety requirements. Mr. Governor noted that at this time we do not have to spend \$5,522 to replace the island.

The Board signed all necessary documents for the sale of property at 6205 S. Raccoon Rd.

ZONING REPORT 2016	Estimate of Structure Value	Permit Fee Charge in Dollars	Occupancy Fee Charge in Dollars	# of Permits
Residential - <i>New Homes</i>	\$ 8,035,127	\$ 49,051	\$ -----	30
Commercial	\$ 8,030,582	\$ 50,536	\$ -----	30
Other	\$ 1,506,577	\$ 9,267	\$ -----	68
	<b>\$ 17,572,286</b>	<b>\$ 108,854</b>	<b>\$ -----</b>	<b>128</b>

The report was accepted as presented.

**FISCAL OFFICER'S REPORT:** Chairman Governor called on the Fiscal Officer, Carmen I. Heasley, to present the financials. The Fiscal Officer reviewed 2016 electronic payments and advised that she has balanced the Township for 2016. The only documents that she is waiting on are the two documents that must be attached to the financial reports that are being reviewed at this time by Board members. The Fiscal Officer reviewed 2017 warrants, electronic payments, and purchase orders. All financial documents have been provided to the Board for signatures. The report was accepted as presented.

### NEW BUSINESS

#### RESOLUTION 2017-01-10-20

##### Zoning Board of Appeals Alternate

Mr. Governor moved to appoint Mr. Jeff Syphard to the Zoning Board of Appeals as the Alternate member for a 5 year term; beginning on 1/1/2017 thru 12/31/2021. The Motion was seconded by Mr. Paloski. Roll Call: Mr. Paloski, yes; Ms. Cartwright, yes; Mr. Governor, yes. Motion carried 3 to 0.

#### RESOLUTION 2017-01-10-21

##### Zoning Commission Board Alternate

Mr. Governor moved to appoint Mr. Andrew Resnick to the Zoning Commission Board as the Alternate member for a 5 year term; beginning on 1/1/2017 thru 12/31/2021. The Motion was seconded by Mr. Paloski. Discussion: Ms. Cartwright noted that we advertised for both positions twice in the paper and wondered how many resumes were received. Mr. Rogers noted that we got a grand total of two for the same position. He spoke with them and one moved to the Zoning Board of Appeals position. Roll Call: Mr. Paloski, yes; Ms. Cartwright, yes; Mr. Governor, yes. Motion carried 3 to 0.

#### RESOLUTION 2017-01-10-22

##### 2016 Electronic Payments

Mr. Governor moved to approve electronic payments 461-2016 thru 467-2016 as general & payroll obligations of the Township in the amount of \$9,226.78. 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 2017-01-10-23

#### Super Blanket Certificates & Purchase Orders

Ms. Cartwright moved to approve Super Blanket Certificates BC 01-2017 thru BC 32-2017 and Purchase Orders PO 01-2017 thru PO 08-2017 to encumber funds of the Township for a total of \$946,040.50. The Motion was seconded by Mr. Governor. Discussion: The Fiscal Officer answered questions concerning three purchase orders. She explained that since we didn't have a signed sheriff's contract, she wrote the purchase orders for two months, the salt contract purchase order was for the exact total of that contract finally, the health care, since we adjusted healthcare twice last year, she wrote the purchase order to cover expenses for half the year. Roll Call: Mr. Paloski, yes; Ms. Cartwright, yes; Mr. Governor, yes. Motion carried 3 to 0.

### RESOLUTION 2017-01-10-24

#### 2017 Warrants & Electronic Payments

Mr. Paloski moved to approve Warrants #11524 thru #11539, electronic payments 1-2017 thru 11-2017 as general & payroll obligations of the Township in the amount of \$23,949.95. The Motion was seconded by Mr. Governor. Roll Call: Mr. Paloski, yes; Ms. Cartwright, yes; Mr. Governor, yes. Motion carried 3 to 0.

### RESOLUTION 2017-01-10-25

#### 2017 Permanent Budget

Mr. Governor moved to rescind Resolution #2016-12-29-205 since the transfer amounts were not entered that affected the General, Road and Public Works Funds. The Motion was seconded by Mr. Paloski. Roll Call: Mr. Paloski, yes; Ms. Cartwright, yes; Mr. Governor, yes. Motion carried 3 to 0.

### RESOLUTION 2017-01-10-26

#### 2017 Permanent Budget

Ms. Cartwright moved to approve the 2017 permanent budget; anticipated total revenue of \$6,576,250.00 and anticipated total appropriations of \$3,118,173.30. The Motion was seconded by Mr. Governor. Roll Call: Mr. Paloski, yes; Ms. Cartwright, yes; Mr. Governor, yes. Motion carried 3 to 0.

**Trustees Comments:** Mr. Governor noted that we applied for a grant to purchase a new plow truck and the grant was not approved, so the Board agreed to do a budget workshop sooner then later.

**Next Meeting Dates:** Informational health insurance meeting this coming Thursday, January 12. A special meeting may be held on January 18 to interview applicants for Zoning Inspector position. The next regular meeting will be held on January 24 at 7pm. A special meeting will be held on February 1 at 2pm to conduct a budget workshop.

### RESOLUTION 2017-01-10-27

#### Executive Session

Mr. Governor moved to adjourn into executive session in accordance with ORC 121.22(G) 3 – pending court action and (G) 6 – security arrangements for 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.

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# RECORD OF PROCEEDINGS

10

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The Board returned to open session at 9:00pm.

Mr. Paloski congratulated Mr. Burkett for saving the Township about \$800.00 by shopping for the best price on club protectors.

### **ADJOURNMENT**

With no further business before the Board, the Chairman Governor adjourned the meeting at 9:03pm.

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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