

RECORD OF PROCEEDINGS

MINUTES OF THE

BOARD OF CANFIELD TOWNSHIP TRUSTEES

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Meeting held on July 18, 2017 at 7:00 PM

Canfield Township Trustees met in regular special session in the Canfield Township Hall on Tuesday, July 18, 2017 at 7:00pm. Chairman Governor opened the meeting with the Pledge of Allegiance. Attendance sheet is available upon request. This meeting was advertised as required by the Ohio Sunshine Law and ran in the *Youngtown Vindicator* on July 10, 2017.

Canfield Township Board of Trustees have moved their regular meeting from July 11 to Tuesday, July 18, 2017 to meet in regular special session at 7:00pm at 21 S. Broad Street, Canfield (Township Hall). The Board will also meet on Wednesday, July 26 at 8:30am in regular special session to discuss the 2017 & 2018 budgets. The public is welcome to attend.

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 Mr. Chester Kaschak of S. Palmyra Road, who described two nuisance properties, one of which is already being addressed. Mr. Kaschak complimented the Board on their handling of the first Township JEDD.

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 June 13 and special meeting minutes of June 16, 27, 29 July 13, 2017. The minutes were approved as presented with suggested changes incorporated.

ADMINISTRATOR/ROAD SUPERINTENDENT REPORT: Mr. Rogers was not present and excused.

Mr. Governor reported in regards to the Mercedes project; Mr. Rogers, Mr. Don Cutrer of GreenLEEF Land Development and Mr. Governor met with the homeowner's association last Monday evening. The project was reviewed in detail and no problems are anticipated. Mr. Rogers is awaiting State approval to proceed, there is a mandatory two-week advertising period for bids, the project is expected to take a week, and anticipated completion by the first week of September.

The LTAP grant has been approved for Township signs. The initial paving numbers are in and it appears that the project will be under budget by approximately \$20,000. Additionally, the salt per ton price for 2018 will be \$31.56.

Mr. Governor noted that the administrator/road superintendent, public works and zoning reports were 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 warrants and electronic payments.

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The Fiscal Officer reported finding an error while looking back at old minutes. During the meeting of February 8, 2017, the Fiscal Officer requested that the Board consider transferring \$25,000 from the General Fund to the Road Fund noting that the Road Fund only had a balance of \$6,800 and she was not expecting funds to begin from property tax collection until late February or early March. During that meeting, the following resolution was passed:

Ms. Cartwright moved to approve the transfer of \$30,000 from the General Fund appropriation line #1000-910-910-0000 to the Road Fund revenue line #2141-391-0000 to cover road expenses until property taxes begin. The Motion was seconded by Mr. Governor. Roll Call: Mr. Paloski, yes; Ms. Cartwright, yes; Mr. Governor, yes. Motion carried 3 to 0.

The Fiscal Officer found two sets of minutes in the UAN computer: one without the Resolution and one with the Resolution. The minutes that made the official record were the one without the Resolution. The Fiscal Officer did process the transfer on February 9, 2017. The Fiscal Officer did advise the Board as soon as she found the error back on June 29, 2017. Today, she presented her original handwritten notes of the meeting of February 8, 2017 and was able to show the original unaltered dated minutes date stamped by the UAN computer. The Fiscal Officer made suggestions to correct the problem. The Board agreed that they do not want to record resolutions out of sequence and that it would be smarter to add a minute page showing approval today, but also adding a page to the minute book in the correct sequence. The Board will consider this action later in the meeting.

The Fiscal Officer reported having two street lighting districts. One is the Summerwind Phase 6 Street Lighting District that is the final phase of six that were pre-approved a couple of years ago, so she only needs to sign off on that lighting district to Ohio Edison.

The second district is the Championship Court Street Lighting District that has become an issue. Ohio Edison sent an email asking if the Township has taken possession of this street. In further checking, it was determined that the street leading into the development is serviced by the Township, but Championship Court is a private PUD with a fully functioning homeowner's association. The Fiscal Officer reported leaving several messages for the developer with no return calls. Ms. Cartwright suggested contacting the prosecutor's office for advice. The report was accepted as presented.

OLD BUSINESS RESOLUTION 2017-7-18-100 Sale of 1999 Plow Truck

Mr. Governor move to approve the sale of the 1999 International 4900 dump truck with Gledhill plow for a total of \$3,500 to Canfield Local Schools; sold in "as is" condition with no implied warranties of any kind. The Public Works Department is hereby instructed to remove this truck and plow off the Township's inventory after the transfer. Mr. Rogers is hereby instructed to remove coverage of this truck and plow off the Township insurance after the transfer of title. The Motion was seconded by Ms. Cartwright. Discussion: Mr. Governor asked the Fiscal Officer to invoice the Canfield Board of Education for the sale of the truck. The Fiscal Officer stated that she did call the Board of Education to get the correct information from them for the title transfer and had no problem doing the invoicing. Roll Call: Mr. Paloski, yes; Ms. Cartwright, yes; Mr. Governor, yes. Motion carried 3 to 0.

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Mr. Governor reported receiving a call from the Bob Burkett, Assistant Road Supervisor concerning the generator at Fire Station III that needs replaced since it has ceased up. Since this expense could cost from \$5,000 to \$10,000 or more, it will need to be discussed during the budget hearing next week. Meanwhile, Professional Engines is willing to install a loaner at a flat rate of \$300 and will not charge us the weekly rate for a generator. They will not leave it there indefinitely; so for the budget hearing we will need to be ready to make a decision. Ms. Cartwright suggested that Mr. Burkett provide the Board with a list of pros and cons - used versus new and warranties available for the budget hearing. Mr. Governor suggested looking into possibly utilizing the new generator to operate both the fire station and road department garage, some options were discussed including funding. Mr. Governor will have Mr. Burkett look into this possibility.

NEW BUSINESS

RESOLUTION 2017-7-18-101

OTA Leadership Academy

Mr. Governor moved to approve Trustee Joe Paloski and Township Administrator Keith Rogers to attend the 2017 Ohio Township Association Leadership Academy in Blacklick, Ohio on August 14th to complete their academy requirements. The Township will pay \$20.00 for each attendee for a total of \$40.00 for the conference and all related expenses per the Township's travel policy. The Motion was seconded by Ms. Cartwright. Roll Call: Mr. Paloski, abstain; Ms. Cartwright, yes; Mr. Governor, yes. Motion carried 2 to 1 abstention.

RESOLUTION 2017-7-18-102

Administrator Duties-Nuisance Properties

Ms. Cartwright moved to approve the Township Administrator/Road Superintendent, under the authority of Ohio Revised Code (ORC) 505.032, to declare properties a nuisance under the guidelines of ORC 505.87. Once a month, Mr. Rogers will present a list of properties that have been declared to the trustees for official resolution. The Motion was seconded by Mr. Governor. Discussion: Ms. Cartwright noted that the purpose of giving the township administrator this power is to expedite the clean-up of nuisance properties for the health, safety and welfare of the residents and to lower the initial cost of the cleanup, in part, due to the Trustees' summer meeting schedule. Roll Call: Mr. Paloski, yes; Ms. Cartwright, yes; Mr. Governor, yes. Motion carried 3 to 0.

RESOLUTION 2017-7-18-103

Warrants & Electronic Payments

Mr. Paloski moved to approve Warrants #11841 thru #11894 electronic payments 227-2017 thru 271-2017 as general & payroll obligations of the Township in the amount of \$268,934.72. The Motion was seconded by Mr. Governor. Roll Call: Mr. Paloski, yes; Ms. Cartwright, yes; Mr. Governor, yes. Motion carried 3 to 0.

RESOLUTION 2017-07-18-104

Transfer of Funds

Ms. Cartwright moved to add Resolution #2017-02-08-32.1 to correct the minutes of February 8, 2017 stating that this Board recognizes that the resolution was omitted from the February 8, 2017 minutes in error and wishes to correct this error by entering the resolution into these minutes that it was the intent of this Board that the Motion and Resolution be entered in those minutes. The Motion was seconded by Mr. Governor. Roll Call: Mr. Paloski, yes; Ms. Cartwright, yes; Mr. Governor, yes. Motion carried 3 to 0.

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The corrected page will be signed by the Board at the next meeting and put behind the current February 8, 2017 minutes that will shows the sequential correct resolution.

Trustees Comments: Ms. Cartwright noted upcoming Commissioners meeting on July 24 at 9:00 am that will be attended by all Trustees and the upcoming public meetings on July 27 and August 1 as it pertains to annexation. Ms. Cartwright stated that while on vacation she received a call from a representative for the Lanterman-Bitonte group wishing to meet with her. She has scheduled a meeting at Howard Hanna's office in Canfield this Thursday July 20 at 1pm to meet with their representative. Ms. Cartwright reviewed what has been done and planned for July 27 and August 1 meetings.

Next Meeting Dates: A special budget workshop will be held on July 26, 8:30am. The next regular meetings of the Board will be held on August 8, September 12 and October 10 at 7pm (summer meetings).

ADJOURNMENT

With no further business before the Board, Chairman Governor adjourned the meeting at 8:03pm.

Mr. Brian W. Governor, Chairman

Ms. Marie Izzo Cartwright, Trustee

Mr. Joseph N. Paloski, Vice-Chairman

Ms. Carmen I. Heasley, Fiscal Officer