

RECORD OF PROCEEDINGS

MINUTES OF THE

BOARD OF CANFIELD TOWNSHIP TRUSTEES

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Meeting held on March 28, 2017 at 7:00 PM.

Canfield Township Trustees met in regular session in the Canfield Township Hall on Tuesday, March 28, 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.

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 tabled minutes until the next meeting.

ADMINISTRATOR/ROAD SUPERINTENDENT REPORT: Mr. Paloski asked about the Memorandum of Understanding (MOU) for the Mercedes Project. Mr. Rogers reported that the MOU has been signed by the Township Board of Trustees and the ABC Water District Board, it was sent to Columbus for ODOT's legal department to review. He's been informed that the agreement has been approved and they are working on the Local Public Agency (LPA) agreement. He expects the agreement to arrive anytime now and once the agreement is signed the engineer can get started on the project.

Ms. Cartwright asked about the recycling event help. Mr. Rogers stated that he didn't want to contact any of the groups that helped in the past without knowing if the amount being paid this year has changed.

Mr. Paloski asked about 4072 S. Turner Rd. Mr. Rogers explained the nuisance property process that the property is being cleaned up, and that zoning is on top of it.

The Fiscal Officer requested guidance on payments to the groups helping with the recycling events. She noted discussion several times, but nothing was, therefore she asked are we changing the amount we are paying these groups, since we only get \$500.00 per event and that is what we are paying out to each group for their help during each event. Ms. Cartwright noted that we need to be realistic about this, since sometime in the next two years we will lose the \$3,000 for the Township recycling site, therefore maybe we should consider reducing the payment by \$25.00 per year until we get to \$450.00 since it needs reduced sometime at some point. After some discussion, Mr. Governor noted that for now, we are leaving it at \$500.00 per event.

Mr. Rogers reported on the meeting he will be attending in Columbus for road signs and his plans to purchase signs for inventory and possible equipment to measure reflectivity.

There was discussion concerning a group that would like to use the soccer fields and bathroom facilities. Ms. Cartwright stated that if they are a 501 c3 organization, she would be in favor of the group using the facilities at no cost, but they must provide proper documentation.

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Mr. Rogers discussed conversations with the soccer club concerning fertilization, noting that they are willing to work with us to use one company to do the fertilization for both organizations and since no bids came in for the fertilization, Mr. Rogers contacted the last company noting we should have a quote by tomorrow.

Ms. Cartwright noted that in the public works report it indicated that the Tippecanoe Woods development was measured and paperwork prepared for 25 miles per hour speed limit signs. Mr. Rogers noted that development has no speed limit signs. Ms. Cartwright noted that she knows but neither does the Cloisters development that she has discussed with him in the past. Mr. Rogers noted that the County Engineer's office no longer does speed studies and we now have to pay an outside firm to do them for us. Ms. Cartwright noted that we should probably do both developments. Mr. Rogers noted that according to the County Engineer's office the approximate cost should be \$1500 per development. Mr. Rogers will add the Cloisters to the list. Mr. Governor asked if this is required. Ms. Cartwright noted that it's a good idea, since we have a request from the homeowners. Mr. Governor asked if it was one resident or several asking...Mr. Rogers stated that it was the homeowners association asking for the speed study.

Mr. Rogers advised that the ABC Water District has requested a meeting with the Board and asking for several available dates. Mr. Rogers noted that the ABC Water District will advertise the meeting. Mr. Governor asked if we need to advertise the meeting. Mr. Rogers stated that we do not advertise the meeting...ABC will do that for us. Several dates were discussed, April 5 at 3pm was finally agreed upon. The Fiscal Officer verified that the Township will not be advertising this meeting. Mr. Rogers stated again "no". The administrative, 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.

The Fiscal Officer noted that she contacted the prosecutor's office to confirm that she would be able to put out for bid the lease to purchase program for the new plow truck. She was advised to contact the State of Ohio Cooperative Purchasing Program recruitment department, which she did. After discussing this with several people at the state level it was determined that there are no contracts available for lease to purchase agreements available through the COOP state program. The report was accepted as presented.

NEW BUSINESS

Mr. Governor noted contact by a past Township resident Susan Correll, who has a painting painted by her grandmother of the Township Hall. Mrs. Correll would like to see the painting displayed here at the Township Hall. She had some rules and specifications. The painting would be on permanent loan to the Township. The value of the painting is estimated at \$300. Her brother who is an attorney has drafted an agreement. The agreement was passed on to the prosecutor's office for their review. The prosecutor's office didn't seem to have a problem with the agreement. If we are to display the painting here at the Township Hall; it must go onto our insurance. OTARMA can include the painting for \$20 per year. This would be subject to a \$1000 deductible, so if the painting is stolen or damaged, there would be no recovery. If there is other damage, or stolen items, that total over \$1000, then you would receive \$300 for the painting. Ms. Cartwright suggested that we table this discussion to another meeting, in the meantime, there are other locations in our community that would get far more foot travel and may find this of interest other than the Township Hall where we really don't get as many people that would be

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able to view it. Mr. Governor and Mr. Paloski agreed to her suggestion. Mr. Governor will notify the owner of this discussion.

Mr. Governor discussed Medical Marijuana and how some local communities are dealing with the issue. Mr. Governor wanted to make the Board aware of the issue and has provided information for them to review. We may want to consider a future meeting on this issue.

Ms. Cartwright noted that the Joint Cardinal Fire District (CJFD) passed their operating budget last night and provided a copy of that budget for the board to review. Ms. Cartwright advised that a committee has been formed by the Board and firefighters called the Ambulance Committee. It is comprised of two representatives of each of the following groups: CJFD Board, full-time firefighters, part-time firefighters, and officers. The committee met last week to discuss the fact that the private ambulance services increasingly are unable to respond to emergency calls not only in Canfield but surrounding communities. The committee will be looking at the reasons for the Fire District operating ambulances, billing, staffing, long term equipment purchases, equipment cost and funding. She will keep the Board informed as she gets the information.

Ms. Cartwright advised the Board that Canfield City Manager called her about meeting and wanted to confirm that she would be the Township's representative at those meeting as it pertains to the JEDD agreement, since they must meet within 90 days of signing of the agreement to continue conversations. The Board agreed that Ms. Cartwright would be the logical person to attend these meetings.

RESOLUTION 2017-03-28-52

Donation War Veteran's Museum

Mr. Governor moved to approve a donation in the amount of \$1,000.00 as requested by Mr. & Mrs. Speece of the War Veteran's Museum, to help with the cost of the Wall of Honor Plaques and the Memorial Day event. Funds will come from the General Fund- Donations. The Motion was seconded by Ms. Cartwright. Roll Call: Mr. Paloski, abstained; Ms. Cartwright, yes; Mr. Governor, yes. Motion carried 2 to 1 abstention.

RESOLUTION 2017-03-28-53

2017 Storm Water Conference

Ms. Cartwright moved to approve Keith Rogers Township Administrator / Superintendent to attend the 2017 Storm Water Conference in Sandusky, Ohio on May, 10, 11 and 12 for the purpose of continuing education with the Township paying \$195.00 for the conference and all related expenses per the Township's travel policy. The Motion was seconded by Mr. Governor. Roll Call: Mr. Paloski, yes; Ms. Cartwright, yes; Mr. Governor, yes. Motion carried 3 to 0.

RESOLUTION 2017-03-28-54

Post and Advertise PWD Part-Time Position

Mr. Paloski moved to post internally as per the Union Contract and to advertise in the *Youngstown Vindicator*, it's on line version and the Township website for the position of part-time PWD position. The ad will run in the *Youngstown Vindicator* for three consecutive Sundays beginning on April 2nd and appear on the Township website. The Motion was seconded by Mr. Governor. Discussion: Mr. Paloski noted that per Bob Burkett, the union will waive article 13 section 2 (21 day posting period), in this instance only, because there is not a current employee who would be interested in that position. Roll Call: Mr. Paloski, yes; Ms. Cartwright, yes; Mr. Governor, yes. Motion carried 3 to 0.

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RESOLUTION 2017-03-28-55

Equipment Purchase (Jackhammers)

Mr. Governor moved to approve the purchase of a SDS-Max demolition hammer and a Brute Turbo breaker hammer from SealMaster for the Public Works Department. The cost of the jackhammers will not exceed \$3,476.00. The funds will come from the Road Department Fund – Machinery, Equipment and Furniture. The Motion was seconded by Ms. Cartwright. Discussion: Mr. Governor noted that this equipment will be added to the PWD Inventory under line item Tools & Equipment. Roll Call: Mr. Paloski, yes; Ms. Cartwright, yes; Mr. Governor, yes. Motion carried 3 to 0.

RESOLUTION 2017-03-28-56

Township's Community Park Mowing Contract

Mr. Governor moved to accept the best low qualified bid for the Township Community Park lawn mowing maintenance from Easton Lawn Service for the area included in the bid package noted as #1 located on the South side of Herbert Road. This will be 30 cuts at \$204.00 cut with a total not to exceed \$6,120.00. The funds will come from the General Fund-Contracted Park Services. The Motion was seconded by Paloski. Roll Call: Mr. Paloski, yes; Ms. Cartwright, yes; Mr. Governor, yes. Motion carried 3 to 0.

RESOLUTION 2017-03-28-57

Repairs to Truck #201

Mr. Governor moved to approve the repairs as it relates to replacing ABS sensor, fix wiring and replace brake control valve for Truck #201 by Hill International Trucks, LLC, at a cost not exceed \$2,721.28. The funds will come from the Road Fund – Repairs and Maintenance. The Motion was seconded by Ms. Cartwright. Roll Call: Mr. Paloski, yes; Ms. Cartwright, yes; Mr. Governor, yes. Motion carried 3 to 0.

RESOLUTION 2017-03-28-58

Lease to Purchase Bid Acceptance

Ms. Cartwright moved to accept the low bidder Farmers National Bank on a Lease to Purchase financing of a 2018 International plow truck amount of \$132,472 at rate of 2.37%. The agreement's term will be for five years with semi-annual payments at \$14,083.65 which is an estimate at this time. This Motion will give permission to the Fiscal Officer, Carmen Heasley to sign the Notice of Acceptance. The documents will follow after Farmers accept the notice. The Motion was seconded by Mr. Governor. Discussion: Ms. Cartwright asked the Fiscal Officer if this amount includes the hitch...does it include everything. Ms. Heasley noted that it includes everything that was reported by Mr. Burkett in the email used for the bidding process. Roll Call: Mr. Paloski, yes; Ms. Cartwright, yes; Mr. Governor, yes. Motion carried 3 to 0.

RESOLUTION 2017-03-28-59

Park Fall Protection

Mr. Paloski moved to accept the bid from Playworld Midstates for the fall protection safety surface mulch at a cost of \$1,554.00 for 75 cubic yards of material for the Township Community Park playground area. The funding for this will come from the Open Space Fund. The Motion was seconded by Mr. Governor. Discussion: The Fiscal Officer requested a copy of the estimate so that she can get a purchase order open for the next meeting. Mr. Roger stated that he will do so. Mr. Governor asked what type of material this was. Mr. Rogers noted that it's treated woodchips. Roll Call: Mr. Paloski, yes; Ms. Cartwright, yes; Mr. Governor, yes. Motion carried 3 to 0.

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RESOLUTION 2017-03-28-60
Warrants & Electronic Payments

Mr. Governor moved to approve Warrants #11658 thru #11686 electronic payments 105-2017 thru 128-2017 as general & payroll obligations of the Township in the amount of \$45,888.11. The Motion was seconded by Mr. Paloski. Roll Call: Mr. Paloski, yes; Ms. Cartwright, yes; Mr. Governor, yes. Motion carried 3 to 0.

Trustees Comments: Ms. Cartwright reviewed the class schedule for Columbus and it was decided that the Board members attending the Auditors Conference would not attend the first day of the conference.

Next Meeting Dates: The next regular meetings will be held on April 11 and April 25 at 7pm.

The Board continued discussion of the current budget for approximately 45 minutes.

RESOLUTION 2017-03-28-61
2017 Adjusted Budget

Ms. Cartwright moved to approve the 2017 adjustments to the budget; anticipated total revenue of \$6,714,303.84 and anticipated total appropriations of \$2,754,875.30. 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 Governor adjourned the meeting at 9:10pm.

Mr. Brian W. Governor, Chairman

Ms. Marie Izzo Cartwright, Trustee

Mr. Joseph N. Paloski, Vice-Chairman

Ms. Carmen I. Heasley, Fiscal Officer

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