

RECORD OF PROCEEDINGS

MINUTES OF THE

BOARD OF CANFIELD TOWNSHIP TRUSTEES

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Meeting held on February 13, 2018 at 7:00 PM.

Canfield Township Trustees met in regular session in the Canfield Township Hall on Tuesday, February 13, 2018 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 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 January 23, 2018. The minutes with suggested changes incorporated were accepted.

ADMINISTRATOR/ROAD SUPERINTENDENT REPORT: Mr. Rogers reported that he would be going out with the engineer Saturday on the Mercedes Place Project to drop necessary trees before the project can start.

In reference to the Bike Trail Project, the first two grant packages was hand delivered on January 31 and he is looking into a third grant to offset the cost of this project.

Mr. Rogers will be taking an online ServSafe food service certification course.

Ms. Cartwright asked about our Zoning Inspector hours paid for her attending the OTA conference. Mr. Rogers noted that she was paid for the hours that she was normally scheduled to work. Ms. Cartwright expressed her concerns and ask that the Chairman discuss how part-time employees should be handled when attending these functions to avoid problems moving forward.

Mr. Governor noted comments on the Genesis Billboard. Ms. Cartwright noted that she needs more information on each process and what each entails and best route to take. Mr. Governor would like the prosecutor's guidance on which direction to take regarding this issue. Mr. Governor agreed with Ms. Cartwright that we do not have enough information to make a call, looking for the prosecutor's recommendation to proceed. Mr. Rogers reviewed several zoning issues going on in the Township and explained a checklist created by our zoning inspector to help with zoning meetings in the future. The Board reviewed the Land Use Project steps making suggestions to begin the process. The zoning budget needs reviewed and a resolution to accept the contract with CT Consultants are the next steps. 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 and electronic payments.

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The Fiscal Office discussed collateralization of funds, explaining the motion provided to the Board to address tonight. The investment policy still needs updated and she provided the information for the Board to review.

The Fiscal Officer met with Farmers National Bank representative. Farmers offered a higher rate by combining accounts held by the bank increasing interest revenue from 30bp to 70bp, but this will charge the fee. The revenues should offset the cost so this should benefit the Township. Farmers also offered a special type of certificate of savings without a cancellation fee. The Fiscal Officer provided the information to the Board and the Farmers Investment Group offering of brokered certificate of deposits as well as the motion.

The Fiscal Officer reviewed information received during the last conference as it pertains to electronic payments and policies that the Board should have in place. She provided several ideas to discuss during the next budget hearing.

The domain: canfieldtownship.com is available for purchase. The Board agreed that it is not necessary for the Township to own this domain address.

Mr. Paloski asked about the auditor asking how we are filing our reports. The Fiscal Officer explained that for several years we filed OCBOA – GAAB statements (OCBOA Cash / OCBOA Modified Cash Basis Financial Statements - commonly referred to as “GAAP look-alike”). The auditors awarded our contract and requested that we consider filing regulatory statements to save money. OCBOA require additional forms such as MD&A (Management’s Discussion and Analysis report). We have already finalized our reports. If we go back to filing regulatory, the Township will receive a dual opinion. One favorable and one unfavorable. We should weigh the pros and cons with receiving dual audit opinions for year-end 2018, but she feels that we are past that point – the work is done for 2017. At this time, we do not have the additional cost available. Mr. Governor moved to accept the financial report as presented.

NEW BUSINESS

RESOLUTION 2018-02-13-32

2018 Parkland Lawn Maintenance

Mr. Governor moved to approve the advertisement in the *Youngstown Vindicators’* Legal Notices and begin the bidding process for the 2018 Lawn Maintenance for the Township Parkland. The Ad will run two (2) consecutive weeks (Wednesday & Friday) beginning February 21 & 23 and February 28 & March 2. Bid packets will be available from Wednesday, February 21 through Friday, March 9 with a bid opening on Monday, March 12 at 10:30am The low bidding, qualified contractor/contractors will be announced at the Tuesday, March 13 Trustee’s meeting. Mr. Paloski seconded the Motion. Roll Call: Mr. Paloski, yes; Ms. Cartwright, yes; Mr. Governor, yes. Motion carried 3 to 0.

RESOLUTION 2018-02-13-33

2018 Nuisance Property Contractors

Mr. Governor moved to approve the advertisement in the *Youngstown Vindicator’s* Legal Notices for the lawn and maintenance and/or other related contractors to serve on a pre-established bidder’s list to provide lawn mowing, weed removal and other cleanup as needed for properties located in Canfield Township deemed to be a nuisance as provided by ORC 505.87 and giving authority to the Township to remedy said matters. Mr. Paloski seconded the Motion. Roll Call: Mr. Paloski, yes; Ms. Cartwright, yes; Mr. Governor, yes. Motion carried 3 to 0.

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RESOLUTION 2018-02-13-34

Mahoning County Sheriff's Agreement

Mr. Governor moved to approve an updated agreement between the Mahoning County Sheriff's Department and Canfield Township for police services. This is a one-year agreement that will begin on March 1, 2018. The cost of this agreement is \$300,000 per year or \$25,000 per month. Mr. Paloski seconded the Motion. Discussion: Mr. Governor noted that we appreciate the working relationship we have with the Sheriff's Department and the service they provide. The Prosecutor's office reviewed the agreement so let the record show that the Board signed the agreement tonight. Roll Call: Mr. Paloski, yes; Ms. Cartwright, yes; Mr. Governor, yes. Motion carried 3 to 0.

RESOLUTION 2018-02-13-35

Warrants & Electronic Payments

Mr. Governor moved to approve Warrants #12294 thru #12327 electronic payments 33-2018 thru 59-2018 as general & payroll obligations of the Township for a total amount of \$104,024.65. Mr. Paloski seconded the Motion. Roll Call: Mr. Paloski, yes; Ms. Cartwright, yes; Mr. Governor, yes. Motion carried 3 to 0.

RESOLUTION 2018-02-13-36

Farmers National Bank Collateralization

Ms. Cartwright moved to approve reducing Farmers National Bank collateral requirements for securing Township funds from 105% to 102% as recommended by the Ohio Assembly revised on September 29, 2017 and recorded in ORC 135.182 section (A) (B1- (a)) that states: One hundred two per cent of the total of all uninsured public deposits. Mr. Governor seconded the Motion. Roll Call: Mr. Paloski, yes; Ms. Cartwright, yes; Mr. Governor, yes. Motion carried 3 to 0.

RESOLUTION 2018-02-13-37

Farmers National Bank Rate Change

Ms. Cartwright moved to approve closing the savings account and moving the funds to the primary account. Farmers National Bank has agreed to increase the rate on the sweep money market account attached to the Township's primary checking account from 30bp to 70bp. Mr. Governor seconded the Motion. Roll Call: Mr. Paloski, yes; Ms. Cartwright, yes; Mr. Governor, yes. Motion carried 3 to 0.

RESOLUTION 2018-02-13-38

Investment of Funds

Mr. Governor moved to authorize the Fiscal Officer to transfer from Star Ohio Plus \$250,000 to the primary checking account. Invest \$250,000 with Morgan Stanley Bank Salt Lake City UT brokered certificate of deposit at a rate of 2.40% for 2 years thru the Farmers Investment Group. Farmers Investments will pull the funds from Farmers National Bank's primary account. If the 2-year investment is not available, moved to invest into the 18 months at 2.10% with Morgan Stanley Bank Salt Lake City UT. Ms. Cartwright seconded the Motion. Roll Call: Mr. Paloski, yes; Ms. Cartwright, yes; Mr. Governor, yes. Motion carried 3 to 0.

Trustees Comments: Ms. Cartwright noted that the Mahoning County Township Association meeting will be held here this coming Thursday – Mr. Paloski will open the meeting room. The association has requested a key-box in the public room to make it easier for us.

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Mr. Governor signed to approve Mr. Rogers to represent the Township at the next Mahoning County Planning Commission meeting on February 20 as it relates to the JEDD's amended zoning overlay of the Township's current zoning regulations. Ms. Cartwright plans to attend, noting that Mr. Rogers is more than capable of speaking for the Township and requested that a copy of this agreement be filed in the office.

Next Meeting Dates: The Board will hold their regular meetings on February 27 and March 13 at 7pm. A special budget hearing meeting was set for February 21 at 8am and February 27 at 5pm to conduct a budget workshop.

RESOLUTION 2018-02-13-39

Executive Session

Mr. Governor moved to adjourn into executive session in accordance with ORC 121.22 at 8:19pm specifically for (G2) to consider the purchase of property for public purposes, (G6) to consider details relative to the security of the Township. Mr. Paloski seconded the Motion. Roll Call: Mr. Paloski, yes; Ms. Cartwright; yes; Mr. Governor, yes. Motion carried 3 to 0.

The Board returned to open session at 8:43pm.

ADJOURNMENT

With no further business before the Board, Chairman Governor adjourned the meeting at 8:44pm.

Mr. Brian W. Governor, Chairman

Mr. Joseph N. Paloski, Vice-Chairman

Ms. Marie Izzo Cartwright, Trustee

Ms. Carmen I. Heasley, Fiscal Officer