

RECORD OF PROCEEDINGS

MINUTES OF THE

BOARD OF CANFIELD TOWNSHIP TRUSTEES

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Meeting held on November 27, 2018 at 7:00 PM.

Canfield Township Trustees met in regular session in the Canfield Township Hall on Tuesday, November 27, 2018 at 7:00pm. Chairman Governor opened with the Pledge of Allegiance. Canfield Government students were in attendance to meet class requirements: Audrey Altieri, Ashley Thompson, Sydney Kinkade, Brianne Dunlap, Gabby Demidovich, and Jill Castle. 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 maybe obtained upon request from the Fiscal Officer.

PUBLIC PRESENTATION

Troy Rhoades, First Energy's (Ohio Edison) External Affairs Area Manager, introduced himself to the Board and explained the new water and ice program administered by Giant Engle for area residents affected during power outages. He described his position... and the working relationship with the Township for the benefit of the students in attendance.

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

ZONING: Chairman Governor introduced Traci DeCapua, Zoning Inspector, to address the recommended zoning amendment to the Canfield Township Zoning Resolution pertaining to Article V, Sections 505, 505.05, and 525.01, Digital Signage and Swimming Pools. The Zoning Commission recommended these changes to the Trustees on October 11, 2018 that if approved tonight they would go into effect January 1, 2019. Mrs. DeCapua noted that no digital signs should change more than once every twenty seconds, reviewed changes to swimming pool requirements and took questions from the Board.

MINUTES: Chairman Governor tabled the regular minutes of November 13, 2018 until the next meeting.

ADMINISTRATOR/ROAD SUPERINTENDENT REPORT: Ms. Cartwright on behalf of the Cardinal Fire District thanked Mr. Rogers for taking care of the doors at fire station three.

Mr. Rogers provided an update on the ABC Water & Storm Water District meeting that passed a resolution to accept the code of regulations for the storm water fee. The hope is to start the public meetings in the month of December and implement the fees by January 1.

Ms. Cartwright asked if Mr. Rogers and Mr. Burkett were comfortable with the amount of salt in the dome. Mr. Rogers stated there are 795 tons left in the dome with a snow event coming this evening, so he will know more next week. Mr. Governor noted that we are trying not to purchase salt before the end of year and feels that we will be okay with what we have in stock. Ms. Cartwright asked for the total salt normally used from November thru April. Mr. Rogers noted about 1000 to 1100 tons in a bad year. With those numbers Ms. Cartwright agreed we should be good until the end of the year.

Mr. Governor explained why we are reissuing lost cemetery deeds and signed the deeds at this time. Ms. Cartwright noted that we are setting procedures for lost deeds from this time forward.

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Ms. Cartwright explained the purpose of the Land Use Plan and informed the Board that the Planning session meetings will begin December 12 & 13 with the stakeholders. The letters went out to all the individuals inviting them to be a participant either as an advisory or stakeholder committee member. 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, electronic payments, blanket certificates and purchase orders. She reviewed one resolution requiring her to pay from the General Fund – Repair & Maintenance line, but after paying obligations, did not have enough funds to cover the expense. She suggested several options and will print blanket certificates and purchase orders after recording approved adjustments in three funds.

Ms. Cartwright asked which vehicle is draining the Road Fund. Mr. Rogers was not sure, so Ms. Cartwright asked that he look into it for a quick overview and report to the Board by the budget hearing date.

Ms. Heasley reviewed the checking account balance, suggesting moving \$200,000 from Starr Ohio Plus account to the primary to avoid fees. Mr. Governor moved to accept the financial report as presented.

NEW BUSINESS

RESOLUTION 2018-11-27-171

Zoning Resolution Amendments

Ms. Cartwright moved to approve the changes made to the Canfield Township Zoning Resolution pertaining to Article V, Sections 505, 505.05, and 525.01, Digital Signage and Swimming Pools. The Zoning Commission recommended these changes to the Trustees on October 11, 2018. Mr. Governor seconded the Motion. Discussion: Ms. Cartwright noted that these changes will go into effect January 1, 2019. Roll Call: Mr. Paloski, yes; Ms. Cartwright, yes; Mr. Governor, yes. Motion carried 3 to 0.

RESOLUTION 2018-11-27-172

Salt Agreement with Canfield Schools

Mr. Paloski moved to enter into the following agreement:

WHEREAS, ORC 505.101 permits a Township to pass a resolution to enter into a contract, without advertising or bidding, for the purchase or sale of materials, equipment, or supplies from or to any department, agency or political subdivision of the state; and

WHEREAS, Canfield Township desires to enter into an agreement with the Canfield Local School District for the sale of 139 tons of sodium chloride (hereinafter "rock salt") for the 2018 - 2019 winter season at an agreed cost of \$52.65 per ton.

In addition, the School shall pay the Township \$16.23 per truckload for the labor and equipment cost. Mr. Governor seconded the Motion. Roll Call: Mr. Paloski, yes; Ms. Cartwright, yes; Mr. Governor, yes. Motion carried 3 to 0. The Board signed the agreement.

RESOLUTION 2018-11-27-173

Fire Station #3 ~ Heater Replacement

Ms. Cartwright moved to approve Efficiency Specialists Inc., to perform the replacement of the Reznor heater at Fire Station #3 at a cost not to exceed \$1,500.00. The funds will come from the Fire District Fund. Mr. Governor seconded the Motion. Roll Call: Mr. Paloski, yes; Ms. Cartwright, yes; Mr. Governor, yes. Motion carried 3 to 0.

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RESOLUTION 2018-11-27-174

Canfield Township Street Lighting Tax Assessment for year 2017 - 2018

After due consideration of the costs incurred to date and the projected future costs of furnishing and maintaining the lights and related costs of the Canfield Township Lighting Districts:

NOW THEREFORE; the Canfield Board of Township Trustees does hereby resolve; that the special assessment for tax year 2017-2018, in an equal amount general against each parcel in each special lighting district, shall be in aggregate amounts as determined by the Fiscal Officer and provided to the Mahoning County Auditor's Office for Special Assessment for year 2017-2018. Ms. Cartwright moved to accept the Special Street Lighting Tax Assessments incorporating all street lighting districts that includes 1241 lots for a total of \$65,277.00 in collection tax year 2019. Mr. Governor seconded the Motion. Roll Call: Mr. Paloski, yes; Ms. Cartwright, yes; Mr. Governor, yes. Motion carried 3 to 0.

RESOLUTION 2018-11-27-175

Warrants & Electronic Payments

Mr. Paloski moved to approve Warrants #12893 thru #12928 electronic payments 488-2018 thru 512-2018 as general & payroll obligations of the Township for a total amount of \$97,665.60. Mr. Governor seconded the Motion. Roll Call: Mr. Paloski, yes; Ms. Cartwright, yes; Mr. Governor, yes. Motion carried 3 to 0.

RESOLUTION 2018-11-27-176

Blanket Certificates & Purchase Order

Ms. Cartwright moved to approve purchase order BC-41-2018 – BC-44-2018 and one PO-44-2018 for a total of \$17,521.99. Mr. Governor seconded the Motion. Roll Call: Mr. Paloski, yes; Ms. Cartwright, yes; Mr. Governor, yes. Motion carried 3 to 0.

RESOLUTION 2018-11-27-177

General Fund Reallocation of Funds Budgetary Adjustment

Ms. Cartwright moved to approve moving \$81.93 from #1000-110-230-0000 (Workers' Comp), \$173.30 from #1000-110-381-0000 (Property Insurance) and \$500.60 from #1000-110-382-0000 (Liability Insurance) to #1000-120-323-0000 (Repairs & Maintenance). Total adjustment to the Repairs & Maintenance line is \$755.83 and current balance of \$319.22 brings the total balance unencumbered to \$1,075.05. Mr. Governor seconded the Motion. Roll Call: Mr. Paloski, yes; Ms. Cartwright, yes; Mr. Governor, yes. Motion carried 3 to 0.

RESOLUTION 2018-11-27-178

Gasoline Fund Reallocation of Funds Budgetary Adjustment

Mr. Paloski moved to approve moving \$9,000 from #2021-330-190-0000 (Salary) to #2021-330-360-0000 (Contract Services) allowing the ability to purchase up to 300 tons of road salt if it becomes necessary before year-end. Mr. Governor seconded the Motion. Roll Call: Mr. Paloski, yes; Ms. Cartwright, yes; Mr. Governor, yes. Motion carried 3 to 0.

RESOLUTION 2018-11-27-179

Road Fund Reallocation of Funds Budgetary Adjustment

Ms. Cartwright moved to approve moving \$81.94 from #2141-330-230-0000 (Workers' Comp), \$342.20 from #2141-330-381-0000 (Property Insurance), \$596.02 from #2141-330-382-0000 (Liability Insurance) and \$616.18 from #2141-820-820-0000 (Principal Payments) to #2141-330-323-0000 (Repairs & Maintenance). Total adjustment to the Repairs & Maintenance line is \$1,636.34; brings the total budgetary balance to \$33,636.34. Mr. Governor seconded the Motion. Amended Roll Call: Mr. Paloski, yes; Ms. Cartwright, yes; Mr. Governor, yes. Motion carried 3 to 0.

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RESOLUTION 2018-11-27-180

Transfer of Fund from Star Ohio to the Primary Checking Account

Mr. Paloski moved to approve the transfer of \$200,000 from Star Ohio to the primary checking account at Farmers National Bank. Mr. Governor seconded the Motion. Roll Call: Mr. Paloski, yes; Ms. Cartwright, yes; Mr. Governor, yes. Motion carried 3 to 0.

Trustees Comments: Mr. Paloski thanked the Public Works Department for the extra work last week during the two winter storm events that also experienced power outages. Mr. Paloski welcomed the high school government students who attended the meeting wishing them well in their future endeavors.

Ms. Cartwright noted that the Lighting of the Green is on November 30 at 6:30pm. Santa Clause will be at the Township Hall with cookies and hot chocolate and reviewed several activities.

Next Meeting Dates: The Board's regularly scheduled meetings are December 11 at 7pm. The Board has scheduled a special meeting to enter into executive session to discuss the possible hiring of a public employee on December 3 at 11am and also scheduled a special regular meeting for December 12 at 8:30am to discuss the budget and any other business that comes before the Board.

ADJOURNMENT

With no further business before the Board, Chairman Governor adjourned the meeting at 8:16pm.

Mr. Brian W. Governor, Chairman

Mr. Joseph N. Paloski, Vice-Chairman

Ms. Marie Izzo Cartwright, Trustee

Ms. Carmen I. Heasley, Fiscal Officer