

# RECORD OF PROCEEDINGS

MINUTES OF THE

## BOARD OF CANFIELD TOWNSHIP TRUSTEES

105

Meeting held on September 19, 2018 at 8:30A.M.

Canfield Township Trustees met in special regular session in the Canfield Township Hall on Wednesday, September 19, 2018 at 8:30am. The legal advertisement for this meeting ran in the *Youngtown Vindicator* on September 14, 2018 as required by the Ohio Sunshine Law.

*Canfield Township Board of Trustees will meet in regular special session on September 19, 2018 at 21 S. Broad Street, Canfield (Township Hall) at 8:30am to review the 2019 budget. The Public is welcome to attend.*

### 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 |

Joseph McMahan of Perry and Associates, CPAs, A.C. agreed to a phone conference with the Board of Trustees to deal with the 2016-2017 audit recommendations and report. The conference call lasted approximately 1/2 hour from 9am to 9:30am.

The Board began work on the 2019 budget appropriations until 11:45am.

### NEW BUSINESS

#### RESOLUTION 2018-9-19-137

##### Sunbelt Rentals

Mr. Governor moved to approve for rental of a standard backhoe from Sunbelt Rentals of 2229 Elm Road N.E., Warren Ohio for the Indian Run Access Maintenance Road Installation Project at a cost not to exceed \$1,063.56. Mr. Paloski seconded the Motion. Discussion: This project will be paid from the Open Space Fund and is slated to start Monday, September 24, 2018 and residents in the area will be notified as to when the project will start. Ms. Cartwright asked how the residents are being notified. Mr. Governor noted that he believes a letter will be sent today from this office. Ms. Cartwright requested to read the letter before it's sent. Roll Call: Mr. Paloski, yes; Ms. Cartwright, yes; Mr. Governor, yes. Motion carried 3 to 0.

#### RESOLUTION 2018-9-19-138

##### Reallocate Funds in General Fund

Ms. Cartwright moved to approve moving \$649.46 from line #1000-820-820-0000 (Principle Payment on Note) to line #1000-830-830-0000 (Interest Payment on Note) to cover payment to Home Savings for the Canfield Community Park's payment. Mr. Governor seconded the Motion. Roll Call: Mr. Paloski, yes; Ms. Cartwright, yes; Mr. Governor, yes. Motion carried 3 to 0.

#### RESOLUTION 2018-9-19-139

##### Purchase Orders

Ms. Cartwright moved to approve purchase orders PO 36-2018 – PO 39-2018 for a total of \$47,376.97. Mr. Paloski seconded the Motion. Discussion: Fiscal Officer explained that purchase order PO 35-2018 was closed, but the payment had to be voided, therefore a new purchase order had to be written to cover the engineer for Starr Centre Phase II. Roll Call: Mr. Paloski, yes; Ms. Cartwright, yes; Mr. Governor, yes. Motion carried 3 to 0.

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Mr. Rogers reported that the soccer club had problems with the key to get into the building at the park. Mr. Governor noted that the lease agreement was not paid for this year. A new key or another system of opening the building was discussed.

Mr. Governor noted moving the electronic equipment into another area and a new monitor was discussed, noting that we need to obtain estimates to have it done correctly.

Discussion pursued regarding the Parks' recording equipment: how long it records, length of time before it's recorded over, legal concern as to public record retention requirements of these recordings. Several suggestions were made including purchasing an external drive to transfer recordings once a month to retain these public records.

Ms. Cartwright noted a need for an emergency box installed at the park and suggested getting estimates.

Mr. Governor came back to his original discussion concerning a key...suggesting getting a key pad installed on two doors, but we will still need an estimate to move forward.

The Fiscal Officer noted that everyone must keep in mind that all the funds for the park are tied up with contractual agreements and the only place to pull funds from would be repair and maintenance in the General Fund that has only \$2,500 to last until end of year. She is asking that no one spend money without first checking with her to make sure funds are still available to spend.

**Next Meeting Dates:** The Board returns to the regularly scheduled regular meetings on October 9 and 23 at 7pm, November 13 and 27 at 7pm and December 11 at 7pm.

## ADJOURNMENT

With no further business before the Board, Chairman Governor adjourned the meeting at 12:04pm.

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Mr. Brian W. Governor, Chairman

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Mr. Joseph N. Paloski, Vice-Chairman

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Ms. Marie Izzo Cartwright, Trustee

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Ms. Carmen I. Heasley, Fiscal Officer