

# RECORD OF PROCEEDINGS

MINUTES OF THE

## BOARD OF CANFIELD TOWNSHIP TRUSTEES

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Meeting held on February 12, 2019 at 7:00 PM.

Canfield Township Trustees met in regular session in the Canfield Township Hall on Tuesday, February 12, 2019 at 7:00pm. Chairman Paloski 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 maybe obtained upon request from the Fiscal Officer.*

Chairman Paloski recognized Major Jeff Allen, Mahoning County Sheriff's Department, to present his quarterly report. Stephaney Clark discussed speed issues on Summit Drive. The report is available in the office.

Chris Kogelnik, P.E., of CT Consultants, addressed the Board on a potential planning grant through Eastgate Regional Council of Governments to provide an opportunity to study the possibility of upgrading Summit Drive, get a good cost estimate with a potential storm water element for an OPWC \$6,000 planning grant with a local share of \$4,000 coming from the Township.

### Attendance Roll Call

Chairman Paloski requested that Carmen I. Heasley, Fiscal Officer, call the attendance roll:

Mr. Paloski	present
Ms. Cartwright	present
Mr. Governor	present

**MINUTES:** Chairman Paloski requested corrections or additions to the re-organization and regular meeting minutes of January 8 and the special meeting minutes of January 18, 2019. The minutes with suggested changes incorporated were accepted.

**ADMINISTRATOR/ROAD SUPERINTENDENT REPORT:** Ms. Cartwright asked for estimates on long-term fixes with the heating issues at Fire Station III. Mr. Rogers will get estimates for the next meeting.

Ms. Cartwright noted the upcoming meeting for ABC Water District on February 18, asking about the fact sheet. Mr. Rogers will provide it to Ms. Cartwright by late Thursday of this week.

Ms. Cartwright asked about an interment issue. Mr. Rogers reported that a couple purchased seven-cemetery lots as a family plot; one family member used one of the lots, a second family member after cremation wants buried with her mother. The Prosecutor's office is presently looking into these issues.

Mr. Paloski asked about issues with Something New Florist. Mr. Rogers noted that between Starbuck's and Chipotle there is a stream running north into Indian Run. Something New Florist contracted with a sign company to put up a digital billboard and for some reason they thought it was a good idea to cut down trees along the stream to get a better view for the sign. Now they are looking for a variance for six more feet of height for the sign. Mr. Rogers is working with Mahoning County Engineer's Office to find the best way to correct this problem.

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Ms. Cartwright asked for an update on the new pick-up truck, which has required service. Mr. Rogers reported that the power steering pump went out and waiting on the part to come in. Fairway provided a loaner. Mr. Paloski moved to accept the administrator/road superintendent, public works and zoning as presented.

**FISCAL OFFICER'S REPORT:** Chairman Paloski called on the Fiscal Officer, Carmen I. Heasley, to present the financials. The Fiscal Officer reviewed warrants, electronic payments and two-purchase orders. She noted there is now a spreadsheet to deal with credit card purchases with a place for the Chairman to sign is in the warrants.

Fiscal Officer reviewed conversations with Farmers National concerning the lease to purchase on the new truck, noting they are not ready to finalize the paperwork. She reviewed the request for a liquor permit for The Phoenix. The Board had no objections, so she will advise the county and state that the Township will not request a hearing. She also reported that she has completed all CPIM requirements and certificates are available for viewing.

The Board reviewed possible options on two investments maturing on February 25. The current balances at Farmers were reviewed, noting that since she is not sure when funds will start coming from property taxes, we may want to consider moving funds from Star Ohio Plus to keep enough funds in Farmers to prevent fees.

The Board questioned the payment to Canfield City for the park sanitary, since the Township has paid Mahoning County Sanitary for the service. The Board agreed to have warrant #13056 voided and reissue payment removing the sanitary part from the total, since the payment is due in a couple of day, Ms. Cartwright agreed to hand deliver the payment.

Mr. Paloski asked about the closing of 2018. The Fiscal Officer noted that she is in balance for 2018 and ready to close the year, but she is waiting on final input from the Board for the Notes and MD&A. The Fiscal Officer asked the Board to review the Road Department fund balance to consider the amount of funds to transfer from the General Fund to keep appropriate balance to meet obligations. Mr. Paloski moved to accept the report as presented.

### NEW BUSINESS

#### RESOLUTION 2019-02-12-41

#### 2019 Storm Water Conference

Ms. Cartwright moved to approve Keith Rogers, Administrator / Road Superintendent and Traci DeCapua, Zoning Inspector to attend the 2019 Storm Water Conference in Sharonville, Ohio on May 8-10 for the purpose of continuing education with the Township paying for the conference and all related expenses per the Township's travel policy. Mr. Paloski seconded the Motion. Roll Call: Mr. Paloski, yes; Ms. Cartwright, yes; Mr. Governor, yes. Motion carried 3 to 0.

#### RESOLUTION 2019-02-12-42

#### 2019 Parkland Lawn Maintenance

Mr. Paloski moved to approve the advertisement in the *Youngstown Vindicator's* Legal Notices and begin the bidding process for the 2019 Lawn Maintenance for the Township Parkland. The Ad will run two (2) consecutive weeks (Wednesday & Friday) beginning February 20 & 22, February 27 & March 1. Bid packets will be available from Wednesday, February 20 until Monday, March 11, 10:30am. The bid

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opening will take place on Monday, March 11 at 10:35 a.m. The low bidder, qualified contractor /contractors will be announced at the March 12 Board of Trustee meeting. Mr. Governor seconded the Motion. Discussion: Ms. Cartwright asked who would be placing the ad at least four working days before. Mr. Roger note that it would be Mrs. Williams. Roll Call: Mr. Paloski, yes; Ms. Cartwright, yes; Mr. Governor, yes. Motion carried 3 to 0.

### **RESOLUTION 2019-02-12-43**

#### **2019 Nuisance Property Contractors**

Mr. Paloski 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. Governor seconded the Motion. Roll Call: Mr. Paloski, yes; Ms. Cartwright, yes; Mr. Governor, yes. Motion carried 3 to 0.

### **RESOLUTION 2019-02-12-44**

#### **Summit Road Planning Grant**

Mr. Paloski moved to approve as follows: WHEREAS, Canfield Township Board of Trustees is applying to Eastgate Regional Council of Governments (Eastgate) for funding through the Fiscal Year 2020 Planning Grant; and

WHEREAS, the Fiscal Year 2020 Planning Grant provides federal funds for projects that integrate transportation and land use planning, increase transportation options, and promote livability; and

WHEREAS, the Fiscal Year 2020 Planning Grant is paid on a reimbursement basis, requiring the applicant to first expend funds and then request reimbursement from Eastgate; and

WHEREAS, Canfield Township Board of Trustees agrees to abide by all federal requirements as sub-recipient of federal transportation funds, including Title VI of the Civil Rights Act of 1964 and the Americans with Disabilities Act, and including all applicable federal procurement requirements; and

WHEREAS, Canfield Township agrees to be responsible for managing all sub-contracting agencies, organizations, or consultants; and

WHEREAS, Canfield Township Board of Trustees is authorized to execute a contract with the Ohio Department of Transportation (ODOT) and Eastgate if selected for the Fiscal Year 2020 Planning Grant.

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of Canfield Township Board of Trustees that: Authorization is given to Keith Rogers, Administrator / Road Superintendent to submit this application to Eastgate, acting as designated recipient of USDOT funds, for the Fiscal Year 2020 Planning Grant and to execute a contract with Eastgate if selected for funding. 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 2019-02-12-45

#### Warrants & Electronic Payments

Ms. Cartwright moved to approve Warrants #13047 thru #13080 excluding warrant #13056 for \$438.92, electronic payments 31-2019 thru 58-2019 as general & payroll obligations of the Township for a total amount of \$66,011.50. Mr. Governor seconded the Motion. Discussion: The Fiscal Officer explained that electronic vouchers #29-2019 was the last voucher approved, but was unable to locate #30-2019 anywhere in the computer and believes it is payroll related. Roll Call: Mr. Paloski, yes; Ms. Cartwright, yes; Mr. Governor, yes. Motion carried 3 to 0.

### RESOLUTION 2019-02-12-46

#### Purchase Orders & Blanket Certificates

Mr. Paloski moved to approve purchase orders PO 09-2019 and PO 10-2019 for a total of \$33,915.65. Mr. Governor seconded the Motion. Roll Call: Mr. Paloski, yes; Ms. Cartwright, yes; Mr. Governor, yes. Motion carried 3 to 0.

**Trustees Comments:** Discussed the Mahoning County Engineers Office meeting being held on February 26 at 9:30am.

**Next Meeting Dates:** The Board will hold their regular meetings on February 26, March 12 and 26 at 7pm. A budget hearing regular special meeting was set for February 13 at 8:30am to 12pm to conduct a budget workshop. The Mahoning County Engineers Office meeting will be held on February 26 at 9:30am.

### RESOLUTION 2019-02-12-47

#### Executive Session

In accordance with ORC 121.22 (G), Mr. Paloski moved to adjourn into executive session at 8:38pm specifically for: G-2 to consider purchase of property for public purposes. Mr. Governor seconded the Motion. Roll Call: Mr. Paloski, yes; Ms. Cartwright, yes; Mr. Governor, yes. Motion carried 3 to 0.

Re-entered public meeting from Executive session at 9:13pm

### ADJOURNMENT

With no further business before the Board, Chairman Paloski adjourned the meeting at 9:14pm.

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Mr. Joseph N. Paloski, Chairman

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Mr. Brian W. Governor, Vice-Chairman

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Ms. Marie Izzo Cartwright, Trustee

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Ms. Carmen I. Heasley, Fiscal Officer