

# RECORD OF PROCEEDINGS

MINUTES OF THE

## BOARD OF CANFIELD TOWNSHIP TRUSTEES

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Meeting held on January 22, 2019 at 7:00 PM.

Canfield Township Trustees met in regular session in the Canfield Township Hall on Tuesday, January 22, 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 may be obtained upon request from the Fiscal Officer.*

### Attendance Roll Call

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

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

**MINUTES:** Chairman Paloski tabled the minutes until the next meeting.

**ADMINISTRATOR/ROAD SUPERINTENDENT REPORT:** Mr. Rogers reported on the snowstorm and complimented the Public Works employees for a great job. The Board also commented and agreed.

Mr. Paloski asked about the cemetery policies. Mr. Rogers reported that we are still waiting on the prosecutor's office.

Mr. Paloski reported that he spoke with Mr. Burkett, Assistant Public Works Foreman, noting that truck #201 had over \$4,000 in repairs, concerned that after this winter season it may not be useful anymore. Ms. Cartwright asked about truck repairs; as to how these needed repairs are found, suggesting that maybe the fleet needs to be scheduled for regular maintenance. Mr. Rogers reviewed repairs on two trucks.

Ms. Cartwright requested a comparison on zoning permits between 2017 and 2018 to understand if we are up or down on permits. Mr. Rogers will request it. The Board reviewed other items from the administrator's and zoning written report. 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 and electronic payments.

She reviewed quotes from two banks on the lease to purchase program for the new pickup. Ms. Cartwright requested amortization payment schedules for the three and five-year offers by each bank and that they be ready for the next meeting in order to move forward with the truck purchase. The Fiscal Officer suggested contacting Fairway Ford to see if they would accept a signed guaranty of purchase so the Public Works Department can get the truck now and start equipping it for service since we are down a truck and anticipate bad weather this week. Mr. Rogers will call them tomorrow. Mr. Paloski noted that we are only waiting on the financing and need to keep Fairway informed. Mr. Governor noted that he is not a fan of waiting two more weeks. Ms. Cartwright noted that if we need a special meeting, it would be a short meeting if we have all the information ahead of time.

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The Fiscal Officer noted that she is in balance for 2018 and ready to close the year. She is waiting on final notes from the Board. Mr. Paloski moved to accept the report as presented.

### NEW BUSINESS

#### RESOLUTION 2019-01-22-33

##### Auditor of the State Workshop

Ms. Cartwright moved to approve Township Administrator/Road Superintendent Keith Rogers to attend the Auditor of State Workshop, March 7 – 8, 2019 at the Hyatt Regency, Columbus, Ohio for the purpose of continuing education. The Township will pay for all related expenses including the registration fee, hotel, travel and meals per the Travel Policy. Mr. Paloski seconded the Motion. Roll Call: Mr. Paloski, yes; Ms. Cartwright, yes; Mr. Governor, yes. Motion carried 3 to 0.

#### RESOLUTION 2019-01-22-34

##### Credit Card Policy

Ms. Cartwright moved to approve establishing a credit card policy for Canfield Township:

**WHEREAS**, the Board of Township Trustees of Canfield Township, Mahoning County, Ohio desires to establish financial policies regarding the usage of Township credit cards; and

**NOW THEREFORE, BE IT RESOLVED** by the Board of Township Trustees of Canfield Township:

Effective January 22, 2019 the Canfield Township Card Credit Policy attached as Exhibit A will take effect; and

The Canfield Township Credit Card Policy attached as Exhibit A will supersede and nullify any and all Credit Card policies ever approved by any previous Boards of Canfield Township Trustees.

This Resolution shall take effect on this 22<sup>nd</sup> day of January 2019. Mr. Paloski seconded the Motion. Discussion: Ms. Cartwright reviewed concerns and changes made to the written policy. She reviewed the form for signatures, suggesting filing signed forms in respective personnel files. She presented spreadsheets listing all credit cards and who can sign them out. Mr. Paloski noted Fiscal Officers requirement under the ORC requiring review by the Board and signature of the Chairman for the previous month's itemized charges. Roll Call: Mr. Paloski, yes; Ms. Cartwright, yes; Mr. Governor, yes. Motion carried 3 to 0.

#### RESOLUTION 2019-01-22-35

##### Lynn Welding and Equipment Repair

Mr. Paloski moved to approve Lynn Welding and Equipment Repair to perform radiator and other repairs to Truck 201 at a cost not to exceed \$3,400.00. 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 2019-01-22-36

#### 2019 Warrants & Electronic Payments

Mr. Governor moved to approve Warrants #13025 thru #13046, electronic payments 15-2019 thru 29-2019 as general & payroll obligations of the Township for a total amount of \$59,606.03. 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 Cardinal Joint Fire District met last night where the new board members were sworn in. They approved the purchase of a new ladder truck.

Mr. Paloski noted appreciation of the Public Works Department and their above and beyond work in plowing roads and dealing with a plow truck breakdown.

**Next Meeting Dates:** The Board will hold their regular meetings on February 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.

### RESOLUTION 2019-01-22-37

#### Executive Session

In accordance with ORC 121.22 (G), Mr. Paloski moved to adjourn into executive session at 7:58pm specifically for: G-2 to consider purchase of property for public purposes and G-8 to consider negotiations with other political subdivisions respecting requests for economic development assistance. Mr. Governor seconded the Motion. Roll Call: Mr. Paloski, yes; Ms. Cartwright, yes; Mr. Governor, yes. Motion carried 3 to 0.

Re-enter public meeting from Executive session at 8:24 pm

### RESOLUTION 2019-01-22-38

#### Amendment to Resolution 2018-8-14-107 Approving Annexation Agreement

Trustee Cartwright moved to amend **Resolution 2018-8-14-107 Approving Annexation Agreement** with the City of Canfield, Mahoning County, OH, under Section III. Preservation of the Canfield Township Taxing Boundary by adding D 1 & 2:

D. In the event the City utilizes any Tax Increment Financing (“TIF”) structure that may be provided for under Ohio law, to finance any development infrastructure within the annexed territories, the Parties agree to the following terms and schedule:

1. If an approved TIF provides an exemption of annexation territories from real property taxes, for service payments into a public improvement tax increment fund, under terms where (a) the percentage of improvements to be exempted does not exceed 75% (b) for a period of time that does not exceed 10 years, the reduction of the Township’s real estate tax recoveries resulting from such TIF structure shall be limited, and tax payments made to the Township on an annual basis as follows:

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Period	Township Recoveries
Years 1 through 5	The Township will receive 75% of the real estate tax value, at its applicable millage, on the total value of improvements
Years 6 through 10	The Township will receive 25% of the real estate tax value, at its applicable millage, on the total value of improvements *

2. If an approved TIF provides an exemption of annexation territories from real property taxes, for service payments into a public improvement tax increment fund, under terms where (a) the percentage of improvements to be exempted exceeds 75% (b) for a period of time that exceeds 10 years, or either element (a) or (b) is part of the TIF, the reduction of the Township's real estate tax recoveries resulting from such TIF structure shall be limited, and tax payments made to the Township on an annual basis as follows:

Period	Township Recoveries
The first one-half of the term of years to which the TIF applies	The Township will receive 75% of the real estate tax value, at its applicable millage, on the total value of improvements
The second one-half of the term of years to which the TIF applies	The Township will receive 25% of the real estate tax value, at its applicable millage, on the total value of improvements *

\* This 25% does not include 25% which will be retained automatically by the Township.

Mr. Governor seconded the Motion. 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 Paloski adjourned the meeting at 8:28pm.

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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