

# RECORD OF PROCEEDINGS

MINUTES OF THE

## BOARD OF CANFIELD TOWNSHIP TRUSTEES

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Meeting held on May 28, 2019 at 7:00 PM.

Canfield Township Trustees met in regular session in the Canfield Township Hall on Tuesday, May 28, 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. Recordings are available for listening to in the Township Hall, and a copy maybe obtained upon request from the Fiscal Officer.*

### 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 tabled three sets of regular meeting minutes of April 9, April 23 and May 14 until the next meeting for additional time for the Board to review.

**ADMINISTRATOR/ROAD SUPERINTENDENT REPORT:** Mr. Paloski asked about the Bike Spur meeting. Mr. Rogers explained why the state required the meeting along with some of the process, noting that because of wetlands and terrain, there is an increase in costs for the project. Mr. Rogers is applying for an additional grant. Most likely, the project will not break ground until 2020.

The Township has been experiencing heavy rain events for a couple of weeks, so a lot of the discussion surrounded the flooding and sinkholes throughout the Township. During the meeting, Mr. Burkett, Assistant Road Foreman, called to report massive flooding in the Pebble Beach/Indian Run area. He sent pictures of the flooding to the Board during the downpour event. The Board heard from a Boardman Township official reporting about their flooding issues. In addition, residents from the City of Canfield entered the meeting looking for help reaching city officials to report flooding on Fairview Drive. Mr. Rogers, Mr. Paloski and Mr. Governor went to view flooding issues in the Township Hall basement, noting that the water was coming through the walls.

Mr. Rogers asked for direction concerning Fire Station III furnace/air conditioner issues and reviewed options. Mr. Paloski noted putting off the decision for next month to give everyone additional time to review options.

Mr. Paloski reported on the demolition of the home at 5170 Tippecanoe Road. He also requested that the Board review cemetery policies so changes or approval for discussion at the next meeting.

Ms. Cartwright suggested holding off on nuisance property letters, since it has been so rainy and it has been difficult for many residents to maintain their lawns. Mr. Paloski would like to see a kinder nuisance letter using softer language. Mr. Rogers offered to work with the Zoning Inspector on a possible new nuisance letter for the Board to review. Mr. Rogers noted that the post office no longer delivers certified mail. The Board was surprised and requested that he recheck with the postmaster. Mr. Governor would like to see nuisance properties streamlined. Mr. Rogers noted he requested a prosecutor's opinion addressing it. Mr. Governor would like a bullet point of procedures that can go onto the website.

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Mr. Paloski reviewed emails concerning issues with billing from the City of Canfield regarding the water/sanitary services for the Township's Community Park. Mr. Rogers explained that he received an email from the City Manager, Wade Calhoun, explaining there are procedures to stop service during the winter months and fees are included. The Board declined to sign the check payable to the City of Canfield. Ms. Cartwright suggested challenging the bill and hiring an attorney. Mr. Rogers will look into the situation.

Ms. Cartwright noted a possible discrepancy with one Public Work's employee paycheck. The three Board members agreed to sign the check with the understanding if there is an issue with the overtime, it will be corrected on the next payroll. She also suggested working on a new timesheet that will make it easier to calculate hours worked and overtime, noting hours worked...holiday hours paid aren't considered as hours worked. Additionally the Phase II section of the timesheet does not explain where the hours listed were worked. Ms. Cartwright noted that they just cannot just drop a number in that section without explaining where or what they did for the Phase II Clearwater Mandate. Mr. Paloski moved to accept the administrator/road superintendent, public works and zoning reports 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, noting voided warrants #13293 and #13297. She presented one purchase order payable to Farmers National for the purchase of the new pickup.

The Fiscal Officer reviewed the Summer Wind Phase 8 Street Lighting District for DiCioccio Construction, Inc. Summer Wind Development.

The Fiscal Officer explained that by the time she received confirmation from Star Ohio and Farmers National Bank, the two resolutions rescinded at the last meeting were fine and need reinstated. She understood that the transactions did not process when they did, because of the delay in processing at Star Ohio Plus. She now has confirmation that everything processed properly and additional interest for the funds held in the regular Star Ohio account were paid.

The Fiscal Officer asked the Board if there are any changes to the information provided by OTARMA concerning the Township's insurance. Mr. Governor noted he did not see the blacktop roller or the camera listed and questioned the value of township car at \$17,000. Mr. Rogers will check with the insurance company tomorrow. Mr. Paloski moved to accept the report as presented.

### OLD BUSINESS RESOLUTION 2019-05-28-102 Purchase Ricoh Copier

Mr. Paloski moved to purchase the Ricoh MP C3003 Copier from American Business Center, Inc., for \$1,436.74, with service and supply costs billed quarterly. Mr. Governor seconded the Motion. Discussion: Mr. Paloski noted that our lease agreement for the office copier from American Business Center, Inc. is expiring. It is more economical for the township to purchase the current copier instead of entering into a new 60-month lease for another copier. Roll Call: Mr. Paloski, yes; Ms. Cartwright, yes; Mr. Governor, yes. Motion carried 3 to 0.

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### RESOLUTION 2019-05-28-103

#### Investment of Funds

Ms. Cartwright moved to reinstate RESOLUTION 2019-04-09-86 authorizing the Fiscal Officer to transfer \$100,000 from American Express Centurion 2 year certificate of deposit, which matured on April 22, 2019 to the primary checking account at Farmers National Bank. Mr. Paloski seconded the Motion. Roll Call: Mr. Paloski, yes; Ms. Cartwright, yes; Mr. Governor, yes. Motion carried 3 to 0.

### RESOLUTION 2019-05-28-104

#### Investment of Funds

Mr. Paloski moved to reinstate RESOLUTION 2019-04-23-93 authorizing the Fiscal Officer to transfer \$200,000 from the primary checking account with Farmers National Bank to Star Ohio Plus. Mr. Governor seconded the Motion. Discussion: Mr. Paloski noted that the Fiscal Officer noted that due to a delay in trade confirmation and her waiting on the transactions to appear in Farmers checking account did create confusion. The funds from the investment appeared in the checking account on April 23. She was trying to complete the transfer to Star Ohio Plus while on vacation. The trade to Star Ohio occurred on May 1, a full week later, but Star Ohio did not move the funds until May 5 to Star Ohio Plus. Star Ohio did confirm in an email that on May 3 a small issue existed causing the delay. The Township did receive interest for the time that the funds were in transit. Roll Call: Mr. Paloski, yes; Ms. Cartwright, yes; Mr. Governor, yes. Motion carried 3 to 0.

### NEW BUSINESS

### RESOLUTION 2019-05-28-105

#### Proposed Bike Trail Spur - Advertisement

Mr. Paloski moved to approve the advertisement in the *Youngstown Vindicator's* Legal Notices and Agenda section of the newspaper, for a public meeting on the proposed Robert H. Neff Memorial Bikeway. The meeting will be held Wednesday, June 5, 6:00 pm at the Township Hall. Ms. Cartwright seconded the Motion. Discussion: Ms. Cartwright questioned the need for a legal notice. The Fiscal Officer asked if the State of Ohio is requesting a copy of the legal ad. Mr. Rogers stated that they are requesting a copy. She then stated that you have no choice. The Board was willing to approve without listing a cost, but will approve cost at the next meeting. Ms. Cartwright wants Mr. Rogers to confirm State of Ohio requirement for this legal ad before running it. Mr. Governor felt that the legal notice should appear on the Township website. Roll Call: Mr. Paloski, yes; Ms. Cartwright, yes; Mr. Governor, yes. Motion carried 3 to 0.

### RESOLUTION 2019-05-28-106

#### Warrants & Electronic Payments

Ms. Cartwright moved to approve Warrants #13292 thru #13305, electronic payments 208-2019 thru 221-2019 for a grand total of \$18,231.24 as general & payroll obligations of the Township. Voided were Warrants #13293 and #13297. Mr. Paloski seconded the Motion. Roll Call: Mr. Paloski, yes; Ms. Cartwright, yes; Mr. Governor, yes. Motion carried 3 to 0.

### RESOLUTION 2019-05-28-107

#### Purchase Order

Mr. Paloski moved to approve PO 29-2019 for a total of \$11,843.36. 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 2019-05-28-108

### Summer Wind Development Street Light Phase 8

Ms. Cartwright moved to approve Summer Wind Phase 8 Street Lighting District for DiCioccio Construction, Inc. Summer Wind Development with the total cost covered by the developer. The district will cover Lots #114 through #129 - My Way. The developer presently owns all lots included in the district. Mr. Paloski seconded the Motion. Roll Call: Mr. Paloski, yes; Ms. Cartwright, yes; Mr. Governor, yes. Motion carried 3 to 0.

**Trustees Comments:** Mr. Governor noted that the Township's website is not very mobile compatible. Google required a SSL certification; presently our website shows up that it is not a safe site. He provided an estimate for review. Mr. Governor noted that to make the site totally compatible, it will be \$1,200.

Mr. Governor explained what he observed in the basement; water shooting from the walls, noting that the water issue needs addressed sooner than later. Ms. Cartwright suggesting hiring a structural engineer, but in the meantime, the Board suggested filing a claim with OTARMA on basement flooding. Mr. Rogers will consult with an engineer.

Mr. Paloski thanked the American Legion Post 177, War Vet Museum for the Memorial Day service and Mr. Rogers for arriving early and setting up.

**Next Meeting Dates:** The Board will hold regular Board meetings on Tuesday, June 11 and July 9 at 7pm. June 5 at 6:00pm, a public meeting on the Bike Trail Spur at Township Hall to receive feedback from the public. There is a special Budget Hearing scheduled for June 11 at 5pm.

## ADJOURNMENT

With no further business before the Board, Chairman Paloski adjourned the meeting at 8:57 pm.

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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