

RECORD OF PROCEEDINGS

MINUTES OF THE

BOARD OF CANFIELD TOWNSHIP TRUSTEES

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Meeting held on November 12, 2019 at 7:00 P.M.

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

Chairman Paloski recognized Major Jeff Allen, Mahoning County Sheriff's Department, to present the Township's quarterly patrol report. Major Allen answered questions from the Board and Mr. Rogers.

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 special regular meeting minutes of September 18 and 20, 2019. The minutes with suggested changes incorporated were accepted.

ADMINISTRATOR/ROAD SUPERINTENDENT REPORT: Mr. Paloski requested an update on the Pebble Beach sinkhole situation. Mr. Rogers reported on four possible options. Option one: the Township waits to be sued. Option two: take possession of the easement through a deck order – Township takes over all repairs and maintenance from that point on. Option three: turn it over to the ABC Water and Stormwater District that presently has no funds available to do repairs. Option four: in conjunction with the City of Youngstown, protect the water pipe from freezing. Mr. Rogers advised that the Youngstown City law director sent letters to the six homeowners advising them that if the pipe freezes, residents and the fire department will not have water service. The City of Youngstown offered to provide the base to cover the exposed water pipe. The Township Public Works Department could top the pipe with dirt, which is already in stock working within the road-right-a-way forming somewhat of a French drain thus allowing water to drain until responsibility for the remainder of the work is determined. The City of Youngstown offered to relocate the waterline to the center of the road, but the Township is not in favor of this option because if the lines need serviced it would require digging up the road. Ms. Cartwright noted that if it were determined that the Township ultimately is responsible; the City of Youngstown could back charge the Township for the full cost of relocating the water line. Mr. Rogers would like the Board's approval so he can schedule the men to start the work as soon as possible. Ms. Cartwright noted that it is not a good idea to take possession at this time, since the Township does not have the funds to do the work however, for the safety of the residents working with the City of Youngstown is the best option to protect the water pipes so everyone will have water through the cold months. The Board agreed. Mr. Rogers will try to schedule the work for this Thursday or latest this Friday. Mr. Paloski asked about relocating the Dominion Gas line. Mr. Rogers reported that they are moving the gas line on November 15 and they requested he be present during the process.

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Mr. Paloski advised the Board that at the end of Curtis Drive there is a drinking water quality issue. Youngstown Water plans to install a temporary water line so the main line can be shut off and cleaned. An epoxy will be added to the pipe to form a barrier between the old pipe and water flowing through the main line. The Youngstown City Council approved the work in October, but the start date is unknown at this time.

Mr. Rogers reported that the paving program came in under budget, however some punch list items still need completed and he noted that although the company was slow the work was well done. Mr. Rogers will hold payment until the punch list is satisfied. The Fiscal Officer noted that Ohio Public Works Commission (OPWC) cuts checks on the 20th of each month and if we miss the November cut off, the next cutoff is December 20 to finalize this project before yearend.

Ms. Cartwright has requested a list of catch basins for maintenance, noticing four more basins listed on the road report but has not seen the requested report. She is asking that Cindy start on it as soon as possible.

Mr. Governor asked about the ditch at the Community Park. Mr. Rogers explained that the ditch is done and the farmer was been told how to plant, in an east - west direction, if he continues to farm that property. Mr. Governor confirmed that it is a year-to-year agreement that has expired. Mr. Rogers agreed. The Board agreed that the information presented to the farmer should be in writing and include an out clause. Mr. Rogers will put a letter together and run it by the prosecutor's office.

Ms. Cartwright asked Mr. Rogers to review the cost breakdown for CT Consultants hydraulics study through the ABC Water and Stormwater District. Mr. Rogers noted that Phase I is \$98,100 with ABC Water paying 1/3 of the cost this year and the balance to be paid with first half tax collections in 2020.

Ms. Cartwright expressed concern for the safety of the public as it relates to the debris and the damaged guardrail on Leffingwell Road at Indian Run Creek, after county workers removed the fallen trees from the road following a storm earlier this year. Mr. Rogers has spoken to the county and they plan to take care of it after its' paving program is completed.

Mr. Paloski reported that PNC Bank now owns the property on Mellinger Road that has been on the nuisance property list. The zoning inspector is in the process of contacting PNC Bank for an update.

Mr. Rogers presented a change order for additional asphalt for the Emergency Roadway Repairs to Fairway Drive and Pheasant Run OPWC Project at a cost of \$1,331.26.

Mr. Rogers advised the Board that a Boardman Trustee requested permission to have a tree planted at the Canfield Township Community Park on behalf of someone that passed away. The Board was favorable to the request. 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 that one warrant written that missed the reports but is in the package for signatures involves the fire loss on Summit Drive. She explained that the Agency Fund has a balance left after this warrant and will need a legal opinion to determine if the funds go back to the insurance company. She reported on two

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purchase orders, both Then & Now purchase orders, because we were waiting on the final certificate from the county auditor.

The county auditor has waived budget requirements for the 2020 tax year. The County Auditor will hold a round table meeting on November 26 at the Canfield Library from 9:00am to 12:00pm.

The Fiscal Officer noted that Farmers National Bank is now required to have a copy of all check signers driver's license. They need the driver's licenses for Mr. Paloski and Mr. Governor.

Mr. Governor noted that Ohio Revised Code does state that the incoming Fiscal Officer is not paid until taking office on April 1, but there is a provision permitting the current Fiscal Officer to request an assistant; setting the wage and or expenses so that she can be paid while in training.

Ms. Cartwright noted as it relates to bonding incoming elected officials, the Board needs to decide whether to go with the current bond vs Faithful Performance of Duty Coverage. If the Trustees bring in the new Fiscal Officer before April the Board needs to know what the bond cost would be. Ms. Cartwright would like a spreadsheet that lists bond information, such as date, amount and period of coverage. Paloski moved to accept the Fiscal Officers report as presented.

OLD BUSINESS

RESOLUTION 2019-11-12-188

Emergency Roadway Repairs for Fairway

Ms. Cartwright moved to approve change order number one for the Emergency Roadway Repairs for Fairway Drive, an additional four cubic yards of asphalt at \$1,331.26. Mr. Paloski seconded the Motion. Roll Call: Mr. Paloski, yes; Ms. Cartwright, yes; Mr. Governor, yes. Motion carried 3 to 0.

NEW BUSINESS

RESOLUTION 2019-11-12-189

Health Insurance Renewal

Mr. Governor moved to approve Medical Mutual of Ohio as the Township's Healthcare provider from December 1, 2019 thru November 30, 2020. The plan is a High Deductible Health Reimbursement Account (HRA) with maximum exposure to the Township of \$95,000.00. Ms. Cartwright seconded the Motion. Discussion: Mr. Governor noted that Burnham and Flowers of Ohio continues as the administrator while Cailor Fleming Insurance of Boardman remains as the local agent. Roll Call: Mr. Paloski, yes; Ms. Cartwright, yes; Mr. Governor, yes. Motion carried 3 to 0.

RESOLUTION 2019-11-12-190

Salt Agreement with Canfield Local School District

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; WHEREAS, Canfield Township desires to enter into an agreement with the Canfield Local School District for the sale of 116 tons of sodium chloride (hereinafter "rock salt") for the 2019-2020 winter season at an agreed cost of \$72.23 per ton. In addition, the School shall pay the Township \$21.49 per truckload for the labor and equipment cost. Mr. Governor seconded the Motion. Discussion: Mr. Paloski noted the Board signing the contract at this time. Roll Call: Mr. Paloski, yes; Ms. Cartwright, yes; Mr. Governor, yes. Motion carried 3 to 0.

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RESOLUTION 2019-11-12-191

Declare Rails & Posts as Salvage

Mr. Paloski moved to declare 115 rails and 120 posts of vinyl fencing donated by the Bruno family as salvage. Mr. Governor seconded the Motion. Discussion: Mr. Governor noted that the good rails and posts fencing has been stored in the multipurpose building at the park. Ms. Cartwright noted that when we are declaring items as salvage; there should be a document presented to the Board that itemizes items and signed off to prevent dishonesty. This is a good time to start. Roll Call: Mr. Paloski, yes; Ms. Cartwright, yes; Mr. Governor, yes. Motion carried 3 to 0.

RESOLUTION 2019-11-12-192

Warrants & Electronic Payments

Ms. Cartwright moved to approve Warrants #13584 thru #13620, electronic payments 435-2019 thru 483-2019 for a grand total of \$142,024.02 as general & payroll obligations of the Township. Mr. Paloski seconded the Motion. Roll Call: Mr. Paloski, yes; Ms. Cartwright, yes; Mr. Governor, yes. Motion carried 3 to 0.

RESOLUTION 2019-11-12-193

Purchase Orders

Mr. Paloski moved to approve two Purchase Orders PO 45-2019 and PO 46-2019 for a total of \$6,912.50. Both purchase orders are Then and Now purchase orders, noting that the Township has received the certificate of all available funds from the county auditor and can now make payments. Mr. Governor 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 when Mr. Burkett is off, he gives his Township cell phone to Mr. Stack, since Mr. Stack has a flip phone and unable to get needed reports. Mr. Governor suggested discussing suppling Mr. Stack with an iPhone at tomorrow's meeting.

Ms. Cartwright noted that a packet of information was sent to the Agricultural Society Board. Conversations are still proceeding as it relates to their new building.

Next Meeting Dates: The Board will hold regular Board meetings on Tuesday, November 26 and December 10 at 7:00pm. A special meeting, a Workshop, with the Public Works Department employees will be November 13 at 8:30am. A regular special meeting and budget hearing will be December 4 at 8:00am. The Board cancelled the December 24, which was the last meeting of the year, but set December 30 at 8:00am if the Fiscal Officer needs it for closing out the year.

ADJOURNMENT

With no further business before the Board, Chairman Paloski adjourned the meeting at 9:02pm.

Mr. Joseph N. Paloski, Chairman

Mr. Brian W. Governor, Vice-Chairman

Ms. Marie Izzo Cartwright, Trustee

Ms. Carmen I. Heasley, Fiscal Officer