

RECORD OF PROCEEDINGS

MINUTES OF THE

BOARD OF CANFIELD TOWNSHIP TRUSTEES

143

Meeting held on November 13, 2019 at 8:30A.M.

Canfield Township Trustees met in special session in the Canfield Township Hall on Wednesday, November 13, 2019 at 8:30am. The legal advertisement for this meeting ran in the *Vindicator* an edition of the *Tribune Chronicle* on November 8, 2019 as required by the Ohio Sunshine Law.

Canfield Township Board of Trustees will meet at 21 S. Broad St, Canfield (Township Hall) on Wednesday, November 13 at 8:30am to conduct a road related workshop with the Public Works employees. The Board will meet in regular session on November 12 & 26 at 7pm. The public is welcome to attend.

Attendance Roll Call

Chairman Paloski called the attendance roll:

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

Also present were the Township Administrator/Road Superintendent, Keith Rogers and Public Works Department (PWD) employees: Assistant Road Superintendent Robert Burkett, Shawn Stack, Richard Luklan and Brian Schiele.

Mr. Paloski opened the meeting by providing several topics for discussion.

Winter 2019-2020: Mr. Burkett explained past issues with receiving salt in January. Mr. Burkett provided salt use per run. On a light run, about 20 tons, a typical run, about 35 tons and on a rain/sleet/heavy snow day about 45 tons. The Board asked Mr. Rogers to check with ODOT as a possible emergency source if the Township is unable to secure additional salt when needed.

Summer Projects: Mr. Burkett explained that the heavy rain-flooding event of May 28 caused many issues, which made it one of the busiest summers. Briarwood, Pheasant Run and Fox Den projects went well. Catawba still needs some maintenance in the spring.

Paving: Mr. Burkett reported that the paving company did a good job, but worked a little slow. He expressed concerns with paving late in the season, noting cold weather issues and additional unforeseen concerns. The Board wants to add a deadline to future contracts so the work completes in warmer weather. The Board wants to develop a 5-year paving forecast with tentative streets. It is understood, that the list may change due to unforeseen road issues.

2020 Plans for Cemetery: So far this year, there have been seven burials and eight headstone foundations installed. The Board would like to explore expanding the cemetery. Mr. Burkett, cemetery sexton, explained issues with traffic and parking, while describing how he would like to see future plans and add a structure for the burial ceremony. It was noted that The Board still considers headstone restoration a priority and asked Mr. Burkett to contact the person who did the work previously, however if he isn't available he should search for another company.

The Fiscal Officer noted grant opportunities discussed during the last conference in Columbus. The Board will look into cemetery grants for additional funding. Mr. Rogers reviewed discussions with Baird Brothers to replace fencing rails at Dean Hill Cemetery and is still working on it.

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Meeting held on March 27, 2019 at 8:30A.M.

Canfield Community Park: Mr. Burkett reported that they completed the ditch project to help mitigate some flooding issues. Mr. Rogers reported that the farmer was told to plant crops east to west to curb the flow of water into the park. The 20 rails and 30 posts of fencing are stored in the multi-purpose building. The Board reviewed proper documentation for declaring and disposing of declared salvage items. Some discussion as to how it will work...best practice to implement as soon as possible.

Other Issues: The Board discussed with the employees trimming or cutting back the Westbury trees and other trees in the Township this fall.

Equipment/Truck Replacement: Mr. Burkett will try to have quotes and information for a new snowplow truck estimated at \$135,000 for January budget. They also discussed a one-ton truck on the list for replacement estimated at \$65,000 for 2021-2022. TK 2018 had some issues with the spinner motor.

The timesheets call-out/overtime issue needs documented clearer. The Board discussed adding a checkbox or simply writing callout to make sure everyone is on the same page. This past payroll had time clock issues with the hour change. The incoming Fiscal Officer Denise, the Township Administrator and the current Fiscal Officer Carmen will work together to make sure the time clock, payroll or any other issues are resolved for the transition of the new Fiscal Officer.

Mr. Burkett discussed purchasing between 5-10 catch basins and could possibly get a discount; they can be stored at the PWD and installed when necessary and available for the catch basin replacement program.

The backhoe needs new brakes: estimated replacement \$3,000-\$6,000.

Mr. Governor discussed painting the office when time allows. Additionally an iPhone is available for Mr. Stack, so Mr. Burkett can forward calls to him when necessary. Mr. Governor went over the life insurance issues.

Upcoming Projects 2020: Crossover pipe on Cayman Court, Sperone Court detention, renting equipment for Summit Drive ditching, Memory Lane drainage and completing Pheasant Run repairs before paved in the summer.

The next PWD Workshop will be March/April 2020.

ADJOURNMENT

With no further business before the Board, Chairman Paloski adjourned the meeting at 10:44am.

Mr. Joseph N. Paloski, Chairman

Mr. Brian W. Governor, Vice-Chairman

Ms. Marie Izzo Cartwright, Trustee

Ms. Carmen I. Heasley, Fiscal Officer