

RECORD OF PROCEEDINGS

MINUTES OF THE

BOARD OF CANFIELD TOWNSHIP TRUSTEES

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Meeting held on November 26, 2019 at 7:00 P.M.

Canfield Township Trustees met in regular session in the Canfield Township Hall on Tuesday, November 26, 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.

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 regular meeting minutes of October 8, 2019. The minutes with suggested changes incorporated were accepted.

ADMINISTRATOR/ROAD SUPERINTENDENT REPORT: Mr. Rogers reported on Fire Station #3's generator problem that is now out of warranty and estimated to cost about \$500.00 to repair. When Professional Engines performed the repairs, they also recommended replacing the battery. The Board reviewed the warrant and invoice in today's payments to understand what it covers. Professional Engines found the problems while conducting the regularly scheduled service call and had to order parts.

Ms. Cartwright asked if we have received funds from the ABC Water and Stormwater District. Mr. Rogers noted that he plans to meet with Mr. Patton later this week, ABC Water's Fiscal Officer, and plans to bring back the checks for all the projects.

Mr. Governor noted paperwork to sign for the paving program and asked if Mr. Rogers was satisfied with the work. Mr. Rogers wants the paperwork signed by the Board, but has a punch list that needs to be satisfied and will hold the application for funding until it is finished.

Mr. Rogers noted he was present during the work at Pebble Beach. The Public Works Department installed three feet of stone on top of the pipe and between 3 to 4 feet of dirt on top of the existing waterline within the road-right-away, creating a French drain. He feels that it will be fine for light rains, but if we have a heavy rain event, it might not hold. The Youngstown Water Department donated the leftover stone material. The Public Works Department will use the stones for other projects. The Youngstown Water Department will take additional measures, which will help prevent the water line from freezing.

Mr. Paloski asked if the zoning department may be looking for Board direction as it pertains to the swimming pool issue on Fairway Drive. Mr. Rogers advised that there is a vacant house and an in ground swimming pool, which was been declared a public nuisance by the health department. He has asked the zoning inspector to ask the prosecutor's office how the Township can go onto private property with a private contractor to remove a swimming pool. He has questions as to how to dispose of the water. Mr. Rogers estimated it would cost \$5,000 to remove the water and another \$5,000 to demo the swimming that does not include the cost of securing the house itself. Ms. Cartwright

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requested more information from the zoning department before providing direction. The Board discussed several ideas to resolve these types of issues. 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 explaining that the printer misfed the first three warrants on legal paper, therefore affecting the numbers on the remaining warrants. She reviewed one blanket certificate and one purchase order. Purchase order PO 47-2019 is a Then and Now covering one change order for the Fairway Drive project approved at the last meeting.

The Fiscal Officer suggested transferring from the General Fund to the Road Fund due to the current fund balance to cover expenses until the next meeting and a re-allocation of funds within the Road Fund to cover repairs to the backhoe approved at the last meeting. She also suggested transferring from the General Fund to the Public Works Fund to cover the Township's share of the Emergency Road OPWC Grant. The Fiscal Officer reviewed options to open a revenue line to separate ABC Water District Funds from the Township's share within the Public Works Fund for better accountability and less confusion when it involves OPWC grants.

Under correspondence, the Fiscal Officer noted receipt of a letter from the Ohio Department of Liquor Control that allows the Board to object to liquor licenses. The Board would have until February 1, 2020 to request a hearing. The Board does not have objections to any liquor licenses within the Township, so they will not request a hearing. The Fiscal Officer will notify the state.

Mr. Paloski noted warrant payable to Clemens Nelson from the last meeting still in with the current warrants. Ms. Cartwright explained that she did not have an opportunity to call regarding that invoice. Mr. Governor noted that several charges involve negotiations. Ms. Cartwright does not have a problem with the current invoice, only the last one, and she will contact them tomorrow before signing. Mr. Paloski moved to accept the Fiscal Officers report as presented.

OLD BUSINESS

Ms. Cartwright noted that she discussed the Township's reimbursement of her insurance premium with her accountant, an HBK partner, and was advised there are no IRS issues since the reimbursed amount is much lower than the premiums paid for Township personnel.

Mr. Paloski noted signing both the OPWC Emergency Grant and the OPWC Paving Grant.

NEW BUSINESS

RESOLUTION 2019-11-26-194

Brake Repairs to Backhoe

Mr. Paloski moved to approve Lynn Welding and Equipment Repair, LLC to perform the necessary work required to repair the brakes to the Township Backhoe at a cost not to exceed \$3,229.48. Mr. Governor seconded the Motion. Roll Call: Mr. Paloski, yes; Mr. Governor, yes; Ms. Cartwright, yes. Motion carried 3 to 0.

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RESOLUTION 2019-11-26-195

Warrants & Electronic Payments

Ms. Cartwright moved to approve Warrants #13621 thru #13637, electronic payments 484-2019 thru 505-2019 for a grand total of \$53,757.75 as general & payroll obligations of the Township. Mr. Governor seconded the Motion. Roll Call: Mr. Paloski, yes; Mr. Governor, yes; Ms. Cartwright, yes. Motion carried 3 to 0.

RESOLUTION 2019-11-26-196

Blanket Certificate & Purchase Order

Mr. Paloski moved to approve one Blanket Certificate PO 42-2019 and one Purchase Order PO 47-2019 for a total of \$1,831.26. PO 47-2019 is a Then and Now purchase order to cover one change order approved at the last meeting. Mr. Governor seconded the Motion. Roll Call: Mr. Paloski, yes; Mr. Governor, yes; Ms. Cartwright, yes. Motion carried 3 to 0.

RESOLUTION 2019-11-26-197

Fund Transfer

Ms. Cartwright moved to approve the transfer of \$50,000 from the General Fund appropriation line #1000-910-910-0000 to the Road Fund revenue line #2141-931-0000. The current Road Fund balance is \$12,599. Mr. Governor seconded the Motion. Roll Call: Mr. Paloski, yes; Mr. Governor, yes; Ms. Cartwright, yes. Motion carried 3 to 0.

RESOLUTION 2019-11-26-198

Fund Transfer

Mr. Paloski moved to approve the transfer of \$5,000 from the General Fund appropriation line #1000-910-910-0000 to the Public Works Fund revenue line #4401-931-0000. Mr. Governor seconded the Motion. Roll Call: Mr. Paloski, yes; Mr. Governor, yes; Ms. Cartwright, yes. Motion carried 3 to 0.

RESOLUTION 2019-11-26-199

Re-Allocate Funds

Ms. Cartwright moved to approve the re-allocation of \$2,000 within the Road Fund from appropriation line #2141-330-599-0000 (Other Expenses) to line #2141-330-323-0000 (Repairs & Maintenance). Mr. Paloski seconded the Motion. Roll Call: Mr. Paloski, yes; Mr. Governor, yes; Ms. Cartwright, yes. Motion carried 3 to 0.

Trustees Comments: Ms. Cartwright discussed the Lighting of the Green with Santa arriving on December 7 at 7:00pm and greeting children at the Township Hall throughout the evening. Ms. Cartwright will open the Hall. Mr. Rogers will arrange the chairs.

Mr. Governor asked about the street sweeping. Mr. Rogers asked the Board for the amount they want coming back to the Township from ABC Water and Stormwater District. Mr. Governor noted that the Board passed a resolution; the Township was taking a lesser reimbursement for this year only, and we are not charging for the labor of our crew. Mr. Rogers noted if that is what the Board wants him to do, than he will make it happen. Ms. Cartwright would like to see a list of the streets to be swept.

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The Fiscal Officer asked if the Township will be paying for this or the ABC Water District. Mr. Rogers noted that at the next meeting, the Board will need to pass a resolution asking for financial assistance from ABC Water District. Mr. Paloski noted that we already passed it. Mr. Rogers noted that we passed one to authorize the expense, but we did not pass one to ask for the financial assistance. The Board then signs the request letter and he will present the letter at the next ABC Water District's meeting for its approval. Mr. Governor noted that if that is the process, he wants everyone on the same page.

The Board discussed options to help Ms. Williams and her family, after the loss of her mother.

Next Meeting Dates: The Board will hold a regular Board meeting on Tuesday, December 10 at 7:00pm. A special regular meeting and budget hearing is set for December 4 at 8:00am. The Christmas staff luncheon will be December 20 at 12:00pm or December 23 if weather prevents it on the 20th. The Board cancelled the December 24 last meeting of the year, but may possibly have a meeting on December 30 at 8:00am if the Fiscal Officer deems necessary.

ADJOURNMENT

With no further business before the Board, Chairman Paloski adjourned the meeting at 8:09pm.

Mr. Joseph N. Paloski, Chairman

Mr. Brian W. Governor, Vice-Chairman

Ms. Marie Izzo Cartwright, Trustee

Ms. Carmen I. Heasley, Fiscal Officer