

# RECORD OF PROCEEDINGS

MINUTES OF THE

## BOARD OF CANFIELD TOWNSHIP TRUSTEES

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Meeting held on October 22, 2019 at 7:00 P.M.

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

### LEGACY STREET LIGHT DISTRICT PHASE I HEARING

Chairman Paloski reported that the Fiscal Officer received a petition for the Legacy Drive Street Lighting District Phase 1 on July 29 asking this Board to provide artificial lighting of the streets and public ways in said district. The Board of Trustees received notice of said petition on August 13. Ohio Edison provided cost of \$5,968.64 and approximate monthly operating cost of \$11.61 per light that is subject to change per Tariff provisions. The Phase 1 of this project calls for the installation of three lights on colonial post with underground wiring. Copy of hearing notice, Ohio Edison letter and map were hand delivered by the Fiscal Officer on October 14. Notice of the hearing appeared in *The Vindicator an edition of the Tribune Chronicle* on October 15.

Chairman Paloski asked if we have anyone here today in favor or against the lighting district that may wish to speak at this time. There was no one present for or against, therefore the resolution will be presented later in the meeting.

Chairman Paloski recognized Jeff Smith from CT Consultants to review the grant process for the Robert H. Neff Memorial Bike Spur. He noted several changes, presented various grants available to help fund this project, provided a spreadsheet and reviewed changes in detail to the Board.

### PUBLIC PRESENTATION

Chester Kaschak of South Palmyra Road complimented the Board and staff on a well-maintained Dean Hill Cemetery, noting he goes there often and considers it a well-kept secret. He also informed the Board concerning speeders, realizing he lives on a county road, asked about procedures to lower the speed limit. Mr. Rogers will contact the Mahoning County Engineers Office to request a speed study. The completed study goes to ODOT for final decision, since they have the final say.

Jeff Herrmann of Covington Cove, representing the Canfield Baseball Club Foundation, stated that McCune Park is in need of major maintenance and upgrades. He is asking for help, direction and support as they kick off a capital campaign to raise \$500,000 for the improvements of McCune Park. He does not know if public funds or grants are available. In as much as this Board wants McCune Park to look nice, Mr. Governor noted that this is a private entity and Ohio Revised Code prohibits the Township from using public funds for private use, although we can personally support the campaign, because we all want to see the park do well. Ms. Cartwright suggested contacting the Youngstown Foundation, noting they match funds and may participate. She also advised that all the local banks have foundations for giving back to the communities and you can go online to see what they donate to. Additionally she suggested contacting Walnut Grove, since they have been successful in raising funds and may share its contacts, as well as contacting service groups such as Rotary and Lions Clubs.

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### 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 September 10 and special regular meeting minutes of September 10, 2019. The minutes with suggested changes incorporated were accepted.

**ADMINISTRATOR/ROAD SUPERINTENDENT REPORT:** The Board reviewed the Administrator/Road Superintendent's report and had no questions for him at this time. The Fiscal Officer asked for the anticipated completion time for the paving program and Mr. Rogers reported possibly by the end of next week.

Ms. Cartwright asked the zoning inspector to save her report in a word document so we can send questions back and forth. The zoning inspector spoke about a resolution concerning the pool on Fairway Drive. Ms. Cartwright advised her to provide the resolution with documentation and forward it to the Board for review. She is starting to work on that resolution. Mr. Rogers noted that the prosecutor's office is involved. 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, electronic payments and one Then & Now purchase order. She explained that during the meeting of August 13, the Board moved forward with PO 39-2019 using the Permissive Fund to allow the engineer from CT Consultants to proceed on the emergency projects from the May 28 rain event and would delete this purchase order once the Township has the new Certificate of All Available Resources from the county auditor. The Township has received the new certificate, so this purchase order will replace PO 39-2019.

The Fiscal Officer suggested several re-allocation of funds within the General Fund and Road Fund for better accountability. She reviewed necessary changes to the current budget and provided motions.

The Fiscal Officer asked if anyone had questions concerning Legacy Street Lighting District. Mr. Governor questioned about the lights that were supposed to be put up the boulevard that the developer assured the Township he would install for safety concerns. Mr. Rogers noted a conversation with the developer stating that the developer will take care of it. Mr. Governor would like to see it in writing because of the safety issue.

The Fiscal Officer noted receipt of the statement from Home Savings for the park payment due this coming Monday, so she will create the warrant and have it in the office tomorrow for signatures. Mr. Paloski moved to accept the Fiscal Officers report as presented.

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### OLD BUSINESS

#### RESOLUTION 2019-10-22-171

**A RESOLUTION ALLOWING THE TOWNSHIP OF CANFIELD (Township)  
TO APPLY FOR FEDERAL Transportation Alternatives Program (TAP) FUNDS  
PROGRAMMED BY THE EASTGATE REGIONAL COUNCIL OF GOVERNMENTS (Eastgate)  
TO Construct the Robert H. Neff Memorial Hike & Bike Trail (Trail).**

Ms. Cartwright moved to approve the application for the TAP grant as follows:

**WHEREAS**, the Trail is an important connecting trail to provide a safe recreational link between the Township Park on Herbert Road to the Mill Creek MetroParks Greenway Trail; and

**WHEREAS**, the Trail is in need of design, permitting, and construction.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Trustees of the Township of Canfield, County of Mahoning, State of Ohio:

**SECTION 1.** That the Township is hereby authorized to apply for Federal Transportation Alternative (TAP) Funds programmed by the Eastgate Regional Council of Governments for the following:

(1) Project Name: Robert H. Neff Memorial Hike & Bike Trail

(2) Project Description: A new trail is proposed to connect the Township Park on Herbert Road to the Mill Creek MetroParks (MCMP) Greenway Trail. It will be constructed to current AASHTO guidelines. The trail is proposed to be an off-road asphalt trail, and will commence at the Township Park's existing gravel parking lot, which will effectively serve as a new trailhead, and extend approx. 4,100 LF to the MCMP Trail. This will provide for safer pedestrian and bicycle traffic to the trail, as opposed to the narrow but heavily traveled Herbert Road. This connecting trail will also provide an alternative means of transportation to the park for soccer, basketball and other sporting events, pavilion, and all other park amenities normally accessed by automobiles, and will promote recreational use for both the park and the MCMP Greenway Trail. The proposed trail will be routed through open fields, along forested areas and through the northern portion of the Mahoning County Career and Technical Center (MCCTC) property. Near the mid-point, the trail will traverse through a forested wetland and perennial stream, where a boardwalk crossing is proposed to minimize impacts and add interest to the route. Educational elements, such as pull-offs and signage, may be incorporated into the project. In addition, MCCTC students will be engaged in the planning, engineering design and due diligence processes, permitting, bidding, and construction of the trail.

(3) Estimated Total Project Costs: \$496,980. Estimated Total Eligible Construction Costs: \$398,780.

**SECTION 2.** That the Board of Trustees acknowledges and understands the Eastgate "Funding Policy Guidelines" and confirms to the best of its knowledge that the information contained in the project application is accurate, that it intends to diligently pursue that project, and that a local share, which may include other funding sources, is required in the amount of (\$199,480) to match federal funds.

**SECTION 3.** That it is hereby found and determined that all formal actions of the Board of Trustees concerning and relating to the passage of this Resolution were taken in an open meeting of this Board of Trustees and that all deliberations of this Board of Trustees and of any of its committees that resulted in such formal action were meeting open to the public and in compliance with the law.

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**SECTION 4.** This Resolution is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety convenience and welfare of the Township of Canfield and the inhabitants thereof, for the reason that it is to apply for this funding on or before October 25, 2019, and provided that it receives the approval of two-thirds of the members of the Board of Trustees, shall be in full force and effect from and after its passage and approval; otherwise to be in full force and effect from and after the earliest period allowed by law. Mr. Paloski seconded the Motion. Roll Call: Mr. Paloski, yes; Ms. Cartwright, yes; Mr. Governor, yes. Motion carried 3 to 0.

## NEW BUSINESS

### RESOLUTION 2019-10-22-172

#### Solid Waste Management Plan

Mr. Paloski moved to adopt the Solid Waste Management Plan for the Mahoning County Solid Waste Management District as follows:

**WHEREAS;** Canfield Township is located within the jurisdiction of the Mahoning County Solid Waste Management District (District).

**WHEREAS;** the District Policy Committee prepared and adopted a final draft of the solid Waste Management Plan in accordance with Ohio Revised Code Sections §3734.53, §3734.54 and §3734.55.

**WHEREAS;** the District has provided a copy of the Draft Final Solid Waste Management Plan for ratification to each of the legislative authorities of the District.

**WHEREAS;** the Board of Canfield Trustees must decide, whether it approves of said Solid Waste Management Plan within ninety days of receipt of the Final Draft Plan.

**NOW,** therefore, Be It Resolved by the Canfield Township Board of Trustees approves the District Solid Waste Management Plan. The Fiscal Officer is hereby directed to send the District a copy of this resolution to the attention of Mr. Lou Vega, Mahoning County Solid Waste Management District, 345 Oak Hill Ave., Suite 330, Youngstown, OH 44502. That it is found and determined that all formal actions of this Board of Township Trustees concerning and relating to the passage of this resolution/ordinance were adopted in an open meeting of this Board of Trustees and of any of its committees that resulted in such formal actions were in meetings open to the public in compliance with all legal requirements including Sections 121.22 of the Ohio Revised Code. Mr. Governor seconded the Motion. Roll Call: Mr. Paloski, yes; Ms. Cartwright, yes; Mr. Governor, yes. Motion carried 3 to 0.

### RESOLUTION 2019-10-22-173

#### Ohio Township Administrators Network (OTAN)

Ms. Cartwright moved to approve the Township Administrator/Road Superintendent to attend the Ohio Township Administrators Network Fall Meeting in Blacklick, Ohio on Friday, November 22, 2019. The registration fee of \$75.00 with any other expenses reimbursed per the travel policy. Mr. Paloski seconded the Motion. Discussion: Ms. Cartwright noted appreciating that Mr. Rogers will carpool with Boardman Township employees to save on cost. Roll Call: Mr. Paloski, yes; Ms. Cartwright, yes; Mr. Governor, yes. Motion carried 3 to 0.

### RESOLUTION 2019-10-22-174

#### 2019 MORE Grant Equipment Purchase

Mr. Paloski moved to approve the purchase of (2) 36" Reflective roll up signs at \$95.00 each and (2) Compact sign stands at \$130.00 each purchased from Municipal Signs and Sales; a pack of (12) Emergency road lights at \$65.00 purchased from Amazon Prime for a total not to exceed \$520.00. The MORE Grant of \$500.00 will go towards this purchase. Mr. Governor seconded the Motion.

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Discussion: Ms. Heasley expressed concern that the invoice must document the More Grant from Municipal; otherwise, she will pay it from the Road Fund. Mr. Rogers will have the invoice come to him first and he will document properly. Roll Call: Mr. Paloski, yes; Ms. Cartwright, yes; Mr. Governor, yes. Motion carried 3 to 0.

### **RESOLUTION 2019-10-22-175**

#### **Warrants & Electronic Payments**

Ms. Cartwright moved to approve Warrants #13569 thru #13583, electronic payments 415-2019 thru 434-2019 for a grand total of \$72,090.27 as general & payroll obligations of the Township. Mr. Governor seconded the Motion. Roll Call: Mr. Paloski, yes; Ms. Cartwright, yes; Mr. Governor, yes. Motion carried 3 to 0.

### **RESOLUTION 2019-10-22-176**

#### **Purchase Order**

Ms. Cartwright moved to approve one Purchase Order PO 44-2019 for a total of \$14,220.00. This purchase order number PO 44-2019 is a Then and Now purchase order. As noted during the meeting of August 13, the Board agreed to process PO 39-2019 using the Permissive Fund to allow the engineer to proceed on emergency projects from the May 28 rain event. The Board understood that purchase order PO 39-2019 would be deleted once the Township is in receipt of the new Certificate of all Available Revenues from the county auditor. The Township has the approved certificate. Mr. Governor seconded the Motion. Roll Call: Mr. Paloski, yes; Ms. Cartwright, yes; Mr. Governor, yes. Motion carried 3 to 0.

### **RESOLUTION 2019-10-22-177**

#### **Reallocate Funds in the General Fund**

Mr. Paloski moved to approve increasing appropriation line #1000-110-211-0000 (OPERS) by \$1,000 and reducing appropriation line #1000-110-312-0000 (Auditing Services) by \$1,000. Mr. Governor seconded the Motion. Roll Call: Mr. Paloski, yes; Ms. Cartwright, yes; Mr. Governor, yes. Motion carried 3 to 0.

### **RESOLUTION 2019-10-22-178**

#### **Reallocate Funds in the General Fund**

Ms. Cartwright moved to approve increasing appropriation line #1000-110-222-0000 (Life Ins) by \$500 and reducing appropriation line #1000-110-312-0000 (Auditing Services) by \$500. Mr. Governor seconded the Motion. Roll Call: Mr. Paloski, yes; Ms. Cartwright, yes; Mr. Governor, yes. Motion carried 3 to 0.

### **RESOLUTION 2019-10-22-179**

#### **Reallocate Funds in the General Fund**

Mr. Governor moved to approve increasing appropriation line #1000-330-190-0000 (Salaries) by \$10,000 by reducing appropriation line #1000-110-314-0000 (Tax Collection Fees) by \$6,000, reducing appropriation line #1000-110-382-0000 (Liability Ins) by \$1,000 and reducing appropriation line #1000-420-370-0000 (Payment to Another Political Subdivision) by \$3,000. Mr. Paloski seconded the Motion. Roll Call: Mr. Paloski, yes; Ms. Cartwright, yes; Mr. Governor, yes. Motion carried 3 to 0.

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### RESOLUTION 2019-10-22-180

#### Reallocate Funds in the Road Fund

Ms. Cartwright moved to approve increasing appropriation line #2141-330-221-0000 (Medical) by \$9,100 by reducing appropriation line #2141-330-211-0000 (OPERS) by \$5,000 and reducing appropriation line #2141-760-740-0000 (Machinery) by \$4,100. Mr. Governor seconded the Motion. Roll Call: Mr. Paloski, yes; Ms. Cartwright, yes; Mr. Governor, yes. Motion carried 3 to 0.

### RESOLUTION 2019-10-22-181

#### Legacy Drive Street Lighting District Phase 1

Mr. Paloski moved to approve the Legacy Drive Street Lighting District Phase 1. The cost to install three 100W colonial post lights is \$5,968.64 and the approximate monthly operating cost of \$11.61 per light that is subject to change per Tariff provisions as provided by Ohio Edison on August 30. The installation and monthly operating cost paid through special assessment, in equal amount against each parcel within the lighting district as determined by the Fiscal Officer and provided to the Mahoning County Auditor's Office for Special Assessment. Mr. Governor seconded the Motion. Roll Call: Mr. Paloski, yes; Ms. Cartwright, yes; Mr. Governor, yes. Motion carried 3 to 0.

### RESOLUTION 2019-10-22-182

#### 2019 Permanent Budget

Ms. Cartwright moved to approve the 2019 permanent budget; anticipated total revenue of \$2,031,770.44 with year-end balances of \$4,530,632.19 for a total revenue of \$6,531,827.63. Total anticipated appropriations of \$2,427,578.35. Mr. Governor 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 next meeting of the Cardinal Joint Fire District is Monday, October 28 at 5:30pm at Station II on Herbert Road.

**Next Meeting Dates:** The Board will hold regular Board meetings on Tuesday, November 12 and 26 at 7:00pm. A special regular meeting is set for Wednesday, October 30 at 8:00am to hold a budget hearing.

### ADJOURNMENT

With no further business before the Board, Chairman Paloski adjourned the meeting at 8:18 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