
RECORD OF PROCEEDINGS

MINUTES OF THE

BOARD OF CANFIELD TOWNSHIP TRUSTEES



Meeting held on August 11, 2020 at 7:00 P.M.

Canfield Township Trustees held a special regular meeting in the Canfield Township Hall on Tuesday, August 11, 2020. The meeting was opened at 7:00pm by Chairman Brian Governor. The legal advertisement for this meeting ran in *The Vindicator an edition of the Tribune Chronicle* on August 9, 2020 as required by the Ohio Sunshine Law.

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 of most meetings are available for listening to in the Township Hall, and a copy may be obtained upon request from the Fiscal Officer.

PUBLIC PRESENTATION

The Board recognized Cali Hartman of 322 E. Main Street, and Janina Masters of Willow Way. They each shared their concerns about an offensive online social media conversation involving a Deputy of the Sheriff's Department, Sam Oliver that patrols the Township. The Board recognized their comments and agreed to discuss further.

ATTENDANCE ROLL CALL

Chairman Governor requested that Denise, M. Joseph, Fiscal Officer, call the attendance roll:

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

The Township Administrator / Road Superintendent Keith Rogers was also present.

MINUTES: Chairman Governor moved to approve the minutes of July 21 and August 7, 2020 minutes with suggested changes incorporated were accepted.

ADMINISTRATOR/ROAD SUPERINTENDENT REPORT: Mr. Governor requested that Mr. Rogers update the Board on the paving program. Mr. Rogers stated at the preconstruction meeting the milling depth was discussed for Pheasant Run and Cedar Park; milling on Sugarbush was changed from full width to edge of pavement, and the amount of asphalt to complete all three proposed streets. With these changes, some monies would be saved, the Board asked Mr. Rogers to research if the savings could be used on other roads. The estimated start date is August 24, Monday – Friday 7am to 5pm, unless inclement weather, then work would take place on Saturday. Mr. Burkett, Assistant Road Foreman, will oversee the projects; if on a weekend, Mr. Rogers will supervise.

The Board inquired when the next ABC Water and Stormwater District (ABC) meeting would take place? Mr. Rogers stated that a virtual meeting is scheduled for August 18. Mr. Rogers, who sits on the Board of the ABC District, indicated that Pebble Beach and other available funding opportunities were on the agenda. The second half revenues will not be known until the end of August. Currently with the estimated revenues coming into the district, Canfield Township funds will be \$36,000 over budget. Ms. Cartwright stated that all ABC projects need to be discussed and approved by this Board.

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Mr. Rogers and Mr. Governor will discuss with Mr. Burkett to indicate ABC projects on the Public Works report. The Board discussed further how much time is spent on Township projects submitted to the ABC Stormwater District for payment. Mr. Rogers stated a checklist has been compiled for ABC projects, to make sure everything is included for their completion. Additionally the ABC Board is considering having two meetings during the summer, since that's when the projects are taking place. He also stated that possibly, the ABC District could apply for funding through Ohio Public Works Commission (OPWC) for catch basin replacement which would benefit Canfield Township because the District would be responsible for all maintenance of the basins however, if the Public Works Department (PWD) would do any maintenance on the basins, then in-kind reporting would be required.

The Board discussed moving forward with a 2021 paving program and agreed to budget \$100,000 which would be the Township's local share equaling 67%. The total budget would be \$150,000 with \$50,000 coming from OPWC, the application has to be completed by October 5, 2020. The Board will decide what streets to pave later.

Mr. Paloski questioned a few matters before the Board, what was paid by the City of Canfield for the War Vet Museum Wall of Honor Plaque. Mr. Rogers stated the City is not paying and is recommending to the Board to pay the \$850.00 which is less than the \$1,000 that is usually invoiced and paid every year. A resolution will be drafted for the next meeting. Regarding the City of Canfield water bill for the Township Community Park Mr. Rogers stated it was the City Manager's decision to charge the Township the meter rate for minimum usage whether the water is used or not. The Board discussed the matter further. Ms. Cartwright suggested asking the Prosecutor's office since the Township is using taxpayer dollars for the water; and Ms. Cartwright agreed to take this to John Morvay, President of Council to try and resolve this matter, if this is not resolved then further action might be taken. Mr. Rogers will ask Cindy Williams, Administrative Assistant to the Trustees, to pull all the information on the water bills.

Public Works Report: Mr. Paloski inquired about interviewing the candidates from the online Indeed resumes for a part-time maintenance worker for the PWD. All applicants were contacted and interviews will be set up after an agreed upon date with Mr. Rogers and Mr. Burkett.

ZONING REPORT: Ms. Cartwright discussed with Traci DeCapua, Zoning Inspector, the approaching hearings, the nuisance property resolution, and the demolition resolution. She asked her to include or remove the requested changes; incorporate that under the ORC a Township can take money from the General Fund and if there is not enough in the General Fund for demolition, the Township can take out a loan; remove a section dealing with properties that had fires and money held in escrow.

Mr. Governor mentioned the residential blueprints for houses that are being stored on the second floor of the township hall. The Township's paperwork was approved by the Historical Society and the State of Ohio to shred the blueprints and other zoning documents that were listed. The Board discussed the documents in banker boxes could be shredded and leave the blueprints. The Township could offer the blueprints to residents; they could call or email requests, if the

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Township has the blueprints we will give them their plans. Ms. Cartwright suggested using the Media to get the word out.

Mr. Paloski questioned if Grace Exterminating took care of the mouse problem in the Zoning office. Mr. Rogers stated on the follow up they put steel wool around the condensate line for the air conditioner coming into the building and suggested a mastic sealant. The external door coming into the basement has a 1 inch gap and needs weather stripping.

Mr. Governor moved to accept the Administrator/Road Superintendent, Public Works and Zoning Reports as presented.

FISCAL OFFICER'S REPORT: Chairman Governor called on the Fiscal Officer Denise M. Joseph, to present the financials. The Fiscal Officer reviewed warrants and electronic payments.

Mrs. Joseph stated the Township will receive \$38,000 from the CARES ACT Fund. Ms. Cartwright stated that funds can be transferred to other governmental entities within our jurisdiction; the Board further discussed the CARES ACT and the Cardinal Joint Fire District. Mr. Governor discussed upgrading the PWD computer in case of virtual meetings. The money needs to be used by October 2020.

The Township's real estate advances are currently down by about \$20,000; the final advance will be August 28.

RESOLUTION 2020-08-11-117

Warrants & Electronic Payments

Mr. Governor moved to approve Warrants #13994 through #14014, electronic payments 406-2020 thru 444-2020 for a grand total of \$81,877.63 as general & payroll obligations of the Township. Ms. Cartwright seconded the Motion. Roll Call: Mr. Paloski, yes; Mr. Governor, yes; Ms. Cartwright, yes. Motion carried 3 to 0.

RESOLUTION 2020-08-11-118

UAN Remote Access Software

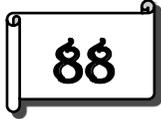
Mr. Governor moved to approve entering a two year software subscription with Splashtop Business Access Pro to allow the Fiscal Officer and Assistant Fiscal Officer to remotely connect to the new UAN server in the Township Hall at a cost not to exceed \$99.00 each year for a total of \$198.00. Mr. Paloski seconded the Motion. Discussion: The COVID -19 virus has made this purchase necessary. Roll Call: Mr. Paloski, yes; Mr. Governor, yes; Ms. Cartwright, yes. Motion carried 3 to 0.

RESOLUTION 2020-08-11-119

Repairs to Truck 201

Mr. Governor moved to approve Custom Metal Works to perform additional repairs to the bed of truck 201 in the amount of \$542.00 Mr. Paloski seconded the Motion. Roll Call: Mr. Paloski, yes; Mr. Governor, yes; Ms. Cartwright, yes. Motion carried 3 to 0.

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RESOLUTION 2020-08-11-120

Purchase Orders

Ms. Cartwright moved to approve Purchase Order 27-2020 to Foust Construction, Inc. for \$4,976.00 and 28-2020 to Lindy Paving, Inc. for \$205,187.55 for a grand total of \$210,163.55. Mr. Governor seconded the Motion. Roll Call: Mr. Paloski, yes; Mr. Governor, yes; Ms. Cartwright, yes. Motion carried 3 to 0.

Trustees Comments: Mr. Governor will set a quarterly meeting date with the PWD. Ms. Cartwright advised the Board about the 2 fires; one in the City was a total loss, the one on Catawba in the Township appears to be accidental but it won't be known until the investigations are completed.

RESOLUTION 2020-08-11-121

Executive Session

In accordance with ORC 121.22 Mr. Governor moved to adjourn into executive session at 8.51 pm specifically for: G1- Consider the compensation of a public employee. Ms. Cartwright seconded the Motion. Roll Call: Mr. Paloski, yes; Mr. Governor, yes; Ms. Cartwright, yes. Motion carried 3 to 0.

The Board re-entered Public Session at 9:41 pm.

Next Meeting Date: There will be a Special Budget Meeting on August 17 at 8:30am, the Board also plans to enter executive session to discuss security arrangements of the Township. In addition, the Board will hold its next regular meeting on September 8, 2020 at 7:00pm. Both meetings are scheduled to be at the Township Hall but could be changed to a virtual meeting, however, they will be advertised appropriately.

ADJOURNMENT

With no further business before the Board, Chairman Governor adjourned the meeting at 9:43 p.m.

Mr. Brian W. Governor, Chairman

Mr. Joseph N. Paloski, Vice-Chairman

Ms. Marie Izzo Cartwright, Trustee

Mrs. Denise M. Joseph, Fiscal Officer

Minutes prepared by:

Cindy Williams

Administrative Assistant to the Board of Trustees