

RECORD OF PROCEEDINGS

MINUTES OF THE

BOARD OF CANFIELD TOWNSHIP TRUSTEES

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

Canfield Township Trustees met in regular session in the Canfield Township Hall on Tuesday, February 11, 2020 at 7:00pm. Chairman Governor 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 Governor requested that Carmen I. Heasley, Fiscal Officer, call the attendance roll:

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

MINUTES: Chairman Governor requested corrections or additions to the special public hearing minutes of January 14, the re-organizational meeting minutes of January 14, the regular meeting minutes of January 14, 2020. The January 28, and the special regular meeting minutes of January 29, 2020. The minutes with suggested changes incorporated were accepted.

ADMINISTRATOR/ROAD SUPERINTENDENT REPORT: Mr. Governor reviewed the Canfield Township Community Park rental practices for non-profit organizations. Mr. Rogers noted that due to the increased cost of maintenance of the fields, the Board discussed the possibility of charging for the use of the fields. After discussion the Board agreed not to charge for use of the Park's athletic fields for the Flag Football Tournament on June 14, but charge for use of the building. Mr. Governor moved to accept the administrator/road superintendent, public works and zoning reports as presented.

FISCAL OFFICER'S REPORT: Mr. Governor called on the Fiscal Officer, Carmen I. Heasley, to present the financials. The Fiscal Officer reviewed warrants and electronic payments.

The Fiscal Officer discussed the Certificate of All Available Revenue Resources advising she received the same property tax revenue totals as on the 2019 certificate. She suggested approving the proposed permanent budget and she will submit for a new certificate as soon as possible.

She reported on numerous calls with Mr. Burkett, assistant road supervisor, concerning charges for truck repairs to confirm work completed and billed wasn't covered under warranty.

Ms. Cartwright reviewed an investment coming due prior to the next meeting. The Fiscal Officer reviewed several conversations she had with a representative of Farmers National Bank Investments, noting interest rates have not improved. She stated that the maturing investment will transferred to the primary checking account at Farmers National Bank within twenty-four hours. She will communicate with Farmers Investments on the Tuesday morning of the Trustee's next meeting and report to the Board by email. Mr. Governor moved to accept the Fiscal Officers report as presented.

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OLD BUSINESS

Regarding the Canfield Community JEDD Amendment Ms. Cartwright reported that Canfield City Council President John Morvay indicated that Council has not set a public hearing for the amendment as required under ORC, nor did it rescind the ordinance involving the JEDD agreement.

NEW BUSINESS

RESOLUTION 2020-02-11-32

2020 Storm Water Conference

Mr. Governor moved to approve Keith Rogers, Administrator / Road Superintendent to attend the 2020 Stormwater Conference in Sandusky, Ohio from May 6 thru May 8 for the purpose of continuing education with the Township paying for the conference and all related expenses per the Township's travel policy. Mr. Paloski seconded the Motion. Discussion: Ms. Cartwright asked for the cost of the conference. Mr. Rogers noted that the conference fee is \$195.00 plus the cost of the hotel for two-night stay at \$124.00 per night. She asked that the resolution be amended to include the registration and hotel cost. Mr. Governor moved to amend the resolution to approve Keith Rogers, Administrator/Road Superintendent to attend the 2020 Stormwater Conference in Sandusky, Ohio from May 6-8 for the purpose of continuing education with the Township paying for the conference fee of \$195 and 2 nights hotel stay at \$124 per night and all related expenses per the Township's travel policy. Mr. Paloski seconded the Motion to amend. Roll Call: Mr. Paloski, yes; Mr. Governor, yes; Ms. Cartwright, yes. Motion carried 3 to 0.

RESOLUTION 2020-02-11-33

2020 Canfield Township Community Park Lawn Maintenance

Mr. Governor moved to approve the advertisement in the *Vindicator an edition of the Tribune Chronicle* - legal notices and begin the bidding process for the 2020 Lawn Maintenance for the Canfield Township Community Park. The Ad will run two (2) consecutive weeks (Wednesday & Friday) beginning February 19 & 21, February 26 & February 28. Bid packets will be available at the Township office beginning from Wednesday, February 19 until Monday, March 09, 10:30 a.m. The bid opening will take place on Monday, March 09 at 10:35 a.m. The Board of Trustee shall announce the best low, qualified contractor /contractors bid at the March 10 regular meeting of the Board. Mr. Paloski seconded the Motion. Roll Call: Mr. Paloski, yes; Mr. Governor, yes; Ms. Cartwright, yes. Motion carried 3 to 0.

RESOLUTION 2020-02-11-34

2020 Nuisance Property Contractors

Ms. Cartwright moved to approve the advertisement in the *Vindicator an edition of the Tribune Chronicle* - legal notices for the lawn maintenance and/or other related services. Contractors to serve on a pre-established bidder's list to provide; lawn mowing, weed removal and other cleanup as needed for properties located in Canfield Township deemed to be a nuisance as provided by ORC 505.87 and giving authority to the Township to remedy said matters. 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 2020-02-11-35 Warrants & Electronic Payments

Ms. Cartwright moved to approve Warrants #13743 thru #13778, electronic payments 52-2020 thru 84-2020 for a grand total of \$68,772.19 as general & payroll obligations of the Township. Mr. Paloski seconded the Motion. Roll Call: Mr. Paloski, yes; Mr. Governor, yes; Ms. Cartwright, yes. Motion carried 3 to 0.

RESOLUTION 2020-02-11-36 2020 Permanent Budget

Ms. Cartwright moved to approve the 2020 permanent budget with anticipated total revenue of \$2,427,760.78 and a total carry-over balance of \$4,717,786.98 for a grand total of \$7,145,547.76. Total anticipated appropriations of \$2,944,300.00. Mr. Paloski seconded the Motion. Roll Call: Mr. Paloski, yes; Mr. Governor, yes; Ms. Cartwright, yes. Motion carried 3 to 0.

Trustees Comments: Mr. Governor provided a list of suggestions for pre-meeting preparations to help them run smoother. He also provided a list of Township goals for 2020; converting the list to excel. He asked if anyone has any suggestions to let him know. Ms. Cartwright suggested adding to the list as they progress with their designated tasks. Mr. Governor thought it was a good idea.

Mr. Governor reviewed the 2020 census. Traci DeCapua, Zoning Inspector is working on boundaries. Ms. Cartwright noted that the process could take as long as two hours if not longer, that Mr. Rogers' input is needed and that deadlines must be met. Additionally she suggested since Mr. Rogers is in the office all the time, the Board should designate him as the primary contact for the census information and then he can get the necessary help. She stated that the census is too important to fall through the cracks. It looks like everyone will receive the census forms sometime in March. A paper option is available or you can go on line to complete the forms.

Ms. Cartwright reported that the Township is hosting the MCTA dinner meeting this coming March 19 at Waypoint 4180. She reviewed the menu and business donations. Mr. Governor has confirmed the DJ.

Mr. Governor noted that on February 20, he plans to meet with Mr. Rogers and the Canfield Soccer Club to do a pre-year review to discuss such things as maintenance of the fields. Mr. Rogers explained the maintenance contract and responsibility of the soccer club.

Mr. Governor reviewed the Mahoning County Engineers yearly meeting held at MCCTC February 19 at 9am. He would like to provide a written list of needed items. Ms. Cartwright stated she would like Raccoon Road from State Road 224 to Leffingwell Road paved.

Mr. Governor planned a meeting with Mr. Rogers and Mr. Burkett to discuss a five-year paving program. Ms. Cartwright noted that she is confused, because they discussed outside help to gather information for this project. Mr. Governor stated, "I'm not sold on hiring outside help, since we have an engineer and assistant road supervisor that can gather that information without spending funds to hire outside help." Ms. Cartwright would like to see what an outside firm could do vs. in-house. If it is working in-house, that is great, but she would like to hear from an outside firm as well. Mr. Rogers noted that he should have the cost information by end of week. Mr. Governor would like to gather

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information so they can discuss at the next meeting, but if we are going a different route, Mr. Burkett is already working on a five-year plan, so we should let him know. Ms. Cartwright is fine with letting Mr. Burkett known what the plans are.

Ms. Cartwright expressed concern as to why resolutions are changing from established form. Resolution should state dates of event, cost for registration, cost of hotel, meals and travel as standard reimbursement as per Township policy. Resolutions were developed with all the specific information for standard resolutions and she cannot understand why they are being change from year to year.

Mr. Governor addressed the purchase of the new plow truck, noting that we do not want to get behind on the purchase of the truck. The Fiscal Officer noted that the corrected Certificate of all Available Resources from the county auditor is necessary to spend funds.

Ms. Cartwright asked about paying off the Canfield Township Community Park loan early to save on the interest. The Fiscal Officer noted that it would be a good idea to do so and will include payoff with the next warrants. The Fiscal Officer also noted that the five-year depository agreement with Home Savings is due soon and she will have a new one to sign at the next meeting.

Mr. Paloski noted that the sheriff's quarterly meeting is coming up soon. Mr. Governor asked Mr. Paloski to see if it could be set for the first meeting in March.

Next Meeting Dates: The Board will hold regular Board meetings on Tuesday, February 25, March 10 and 24 at 7:00pm.

ADJOURNMENT

With no further business before the Board, Chairman Governor adjourned the meeting at 7:54pm.

Mr. Brian W. Governor, Chairman

Mr. Joseph N. Paloski, Vice-Chairman

Ms. Marie Izzo Cartwright, Trustee

Ms. Carmen I. Heasley, Fiscal Officer