

# RECORD OF PROCEEDINGS

MINUTES OF THE

## BOARD OF CANFIELD TOWNSHIP TRUSTEES

21

Meeting held on February 25, 2020 at 7:00 P.M.

Canfield Township Trustees met in regular session in the Canfield Township Hall on Tuesday, February 25, 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:** Tabled.

**ADMINISTRATOR/ROAD SUPERINTENDENT REPORT:** Township Administrator Keith Rogers reported that Chairman Governor and he had a meeting with the Canfield Soccer Club to discuss 2020 plans as it pertains to the Canfield Township Community Park. Mr. Governor suggested having a meeting annually with the Club to review expectations. Mr. Governor sent a recap of the meeting to the trustees, fiscal officer and township administrator. The Soccer Club plans to renew the Park/Restroom and Garage Agreements for 2020 both of which may be renewed/amended annually. He asked the Board for changes they wished to address in regards to the pricing. Ms. Cartwright reiterated the fee of \$1,000 for the garage rental and \$50 per week for the restroom rental was fine. Mr. Paloski agreed. The agreement and a resolution will be presented at a future meeting.

Trustee Cartwright clarified that the Ohio Public Works Commission Emergency Funding for Pebble Beach may become available. Mr. Rogers explained application deadline is by the end of May and the Township funding award notification in July. To start the process, he needs to download and submit an application as soon as possible, if the Board of Trustees agrees to start the process. Ms. Cartwright stressed that the Township would be responsible for the 10% local share (\$65,553) and if we request funds from the ABC Water District, it would put other projects on hold. He informed the Board that Mahoning County Assistant Prosecutor John Heino has requested a meeting with the Mahoning County Engineer, Mahoning County Commissioners and at least one Canfield Township Trustee to meet him to discuss the project.

Trustee Paloski asked for an update on the Millennial Moments Development. The developer is trying to figure out where to put the roadway. The Army Corps of Engineers is mitigating the land through the whole site. The next quarterly meeting of the Millennial Moments JEDD Board is March 30, 2020.

Mr. Rogers, Township Administrator, received a quote for replacement chairs in the Township Hall meeting room and he and Ms. Cartwright will discuss the color and type of chair at another time.

**Public Works Report:** Trustees Paloski and Cartwright were concerned about the broken catch basins and castings in the Westford Development that need replaced or repaired, questioning the useful life, since they are not very old.

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In addition, Ms. Cartwright questioned what the seven loads of debris consisted of that were hauled away by the Public Works Department. She asked Mr. Rogers to speak to Mr. Burkett, Public Works Department, and send pictures if available.

New Truck Update: Fiscal Officer, Ms. Heasley received a summarized amount for the new truck from Mr. Burkett that includes totals with and without warranty, asking the Board if the numbers should include the warranty. She plans to request quotes from several local banks, noting that it appears PNC maybe the only bank offering the lease to purchase program. The other banks are switching to a new form of loan approved for townships. The Township will need to hire an attorney to complete the process. Mr. Governor confirmed that the warranty is to be included and once the Township receives the Certificate of All Available Revenue Resources from the Mahoning County Auditor, he will provide the necessary resolution to purchase the truck.

The Chairman received a resignation letter from a part-time Public Works Department employee effective April 3, 2020.

**ZONING REPORT:** The State Fire Marshall has issued 141 citations against the Colonial Motel; court hearing scheduled for February 26.

**FISCAL OFFICER'S REPORT:** Mr. Governor called on the Fiscal Officer to present the financials. She reviewed the warrants and electronic payments.

The Fiscal Officer suggested investing funds transferred to the primary checking account at Farmers National from the matured CD to Home Savings and Loan (HS&L) that has the best rate for an 18-month certificate of saving. She provided the Board with the new five-year depository agreement with Home Savings and Loan for signatures. The bank will list both the current and incoming Fiscal Officer on the report to avoid confusion in the future.

The Board signed the deed for cemetery lot #527 however, the lot had two names on it and the question of whose name is to be on the plot was not clear. Ms. Cartwright suggested that Township cemetery deeds clearly indicate the name of the person to be buried in the plot. Mr. Governor, Chairman, moved to accept the Fiscal Officer's report as presented.

## NEW BUSINESS

### RESOLUTION 2020-02-25-37

#### Warrants & Electronic Payments

Mr. Governor moved to approve Warrants #13779 thru #13796, electronic payments 85-2020 thru 102-2020 for a grand total of \$75,065.92 as general & payroll obligations of the Township (which includes the final Canfield Township Community Park payment.) Mr. Paloski seconded the Motion. Roll Call: Mr. Paloski, yes; Mr. Governor, yes; Ms. Cartwright, yes. Motion carried 3 to 0.

### RESOLUTION 2020-02-25-38

#### Home Savings and Loan Bank Five-Year Depository Agreement

Ms. Cartwright moved to approve the Five-Year Depository Agreement with Home Savings and Loan. Discussion: Ms. Heasley clarified the need for a depository agreement whenever the Township deposits government funds for proper collateralization of the funds. 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 2020-02-25-39

#### Investment of Funds

Mr. Governor moved to authorize the Fiscal Officer, Carmen I. Heasley, to invest \$250,000 from the Township's primary checking account at Farmer's National Bank in a CD offered by Home Savings and Loan Bank at a rate of 1.8% for an 18-month term. Ms. Cartwright seconded the Motion. Roll Call: Mr. Paloski, yes; Mr. Governor, yes; Ms. Cartwright, yes. Motion carried 3 to 0.

### RESOLUTION 2020-02-25-40

#### Resignation of a Public Employee

Mr. Governor moved to accept the resignation of a Public Works Department employee, Richard Luklan, effective April 3, 2020. Mr. Paloski seconded the Motion. Roll Call: Mr. Paloski, yes; Mr. Governor, yes; Ms. Cartwright, yes. Motion carried 3 to 0.

### RESOLUTION 2020-02-25-41

#### Post and Advertise a Public Works Department Part-Time Position

Mr. Governor moved to advertise in *The Vindicator*, an edition of the *Tribune Chronicle*, its online version and the Township's website, for the position of part-time Public Works Department employee. The ad will run for two consecutive Sundays beginning on March 1, 2020 and be posted on the Township website within 48 hours. Mr. Paloski seconded the Motion. Roll Call: Mr. Paloski, yes; Mr. Governor, yes; Ms. Cartwright, yes. Motion carried 3 to 0.

**Trustee Comments:** Township Goal Update Highlights - Curb and Gutter street list created and complete, the Catch-Basin Report and Cemetery Plotting List is complete and has been uploaded. Ms. Cartwright stated that an existing form needs to be completed by a Public Work's employee after the inspection or repair of a catch basin in order to have proper documentation on file. Ms. Cartwright was extremely disappointed that the forms are not being completed and requested that the Public Work's employees go back and update the report.

Ms. Cartwright reported that the Township is hosting the MCTA dinner meeting this coming March 19, 2020 at Waypoint 4180 in Canfield. She reviewed the menu, the business donations, centerpieces and Mr. Governor confirmed the DJ for entertainment. In addition, Ms. Cartwright gave a quick update on the Cardinal Joint Fire District.

Mr. Governor mentioned the Annual Engineers Meeting and brought up paving regarding Burgett Rd. and Canfield Township's responsibility. He also mentioned Good Evening Canfield is April 23, 2020 and is at 5:30pm at Tippecanoe Country Club.

Lastly, Ms. Cartwright questioned the \$6,000 small repairs expense and noted it is high for this time of year. Ms. Heasley, Fiscal Officer, agreed that the expenses needs monitored.

Mr. Paloski Trustee will attend the next meeting of the Canfield Historical Society to discuss the vacant land behind the Mahoning Dispatch building and next to the township hall.

**Next Meeting Dates:** A public hearing on March 10, 2020 at 6:30pm. is scheduled regarding a zone change on S. Raccoon Rd. The Board will hold regular Board meetings on Tuesday, March 10 and March 24 at 7:00pm.

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## ADJOURNMENT

With no further business before the Board, Chairman Governor adjourned the meeting at 9:03 pm.

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Mr. Brian W. Governor, Chairman

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Mr. Joseph N. Paloski, Vice-Chairman

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Ms. Marie Izzo Cartwright, Trustee

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Ms. Carmen I. Heasley, Fiscal Officer

*Minutes prepared by*  
Denise Joseph, Assistant Fiscal Officer