

RECORD OF PROCEEDINGS

MINUTES OF THE

BOARD OF CANFIELD TOWNSHIP TRUSTEES

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Meeting held on January 28, 2020 at 7:00 P.M.

Canfield Township Trustees met in regular session in the Canfield Township Hall on Tuesday, January 28, 2020 at 7:00pm. Chairman Mr. 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.

PUBLIC PRESENTATION

Mr. Chester Kaschak of South Palmyra Road previously requested a speed limit study on his road and asked for an update. Mr. Rogers explained discussion with the Mahoning County Engineers Office and noted since there have been no changes to the road, no new developments, and the speed limit would remain the same. Mr. Kaschak noted that it is too bad since there was an accident; just a matter of time another would happen. Ms. Cartwright requested that Mr. Rogers contact the Mahoning County Sherriff's Department to setup speed equipment on South Palmyra Road, adding it may help slow traffic. Mr. Rogers asked Mr. Kaschak if he would mind and he replied that he has no problems with the equipment being placed on his property. Mr. Kaschak was interested in hearing a zoning report and noted years ago the zoning and road department heads attended the meeting and gave their reports. Mr. Governor explained how the Board receives its report from the department heads.

Ms. Mary Wynn of Villa Rosa expressed concerns with the possible increase in traffic if Meijer's is successful in getting the corner of Lockwood and Tippecanoe rezoned for a station. She is asking if the Board can take a stand against the rezoning. Mr. Rogers noted that the Boardman Zoning Board rejected rezoning the property, adding that the next decision would come from the Boardman Board of Trustees. Mr. Governor suggested discussion as a Board to monitor the situation. He noted that he would not be in favor of rezoning and certainly would voice our opinion to Boardman Trustees. Mr. Paloski also noted he has contacted one Boardman Trustee advising he is not in favor of this rezoning.

Ms. Stephany Clark of Summit Drive noted noise and lighting concerns with the overflow parking lot for the HBK building. Mr. Rogers stated that he has been in contact with the developer concerning these issues. Ms. Clark suggested turning off the overflow parking lot lights when not in use. She filmed plowing going on at the overflow parking lot at 4:15am for the Board to view and hear the noise made at that early hour. They plowed on Friday, Saturday and Monday at 4:00am. Everyday their trash collection takes place between 5:00am to 6:30am. The noise wakes everyone since; there are no trees or shrubs - no sound or visual buffer therefore, amplifying everything. Mr. Rogers discussed the plowing issue with the developer and they are going to try plowing from the north to the south. She asked if they could plow later in the morning. Mr. Rogers stated that he cannot direct when a contractor, sub-contractor or employee can plow. The Board discussed some ideas and Mr. Rogers will continue working with the developer to resolve these issues.

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

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MINUTES: Chairman Governor requested corrections or additions to the regular meeting minutes of December 30, 2019. The minutes with suggested changes incorporated were accepted.

ADMINISTRATOR/ROAD SUPERINTENDENT REPORT: Mr. Paloski asked about the Republic Service trash removal contract. Mr. Rogers explained that the reduced price is to start on February 1, 2020. The Fiscal Officer explained that Farmers National Bank did not honor the January electronic payment because the amount was higher than set for the positive pay system. She contacted the field representative and they agreed to honor the reduced price to include January, preventing late fees or disruption of service. She paid January and February payments over the phone.

Ms. Cartwright noted that the Township is a little behind on new home starts. Usually the Township has 30 to 35 and last year we were at 28 new home start permits. Mr. Rogers stated that the weather plays a part, noting that they cannot dig basements in the rain. The Board anticipates an increase with building permits in 2020. 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. She reviewed the Road Fund balance and requested that the Board consider transferring funds from the General Fund to cover road expenses until property tax collection starts coming in. She noted that she has sent the letter for advances on property tax collected.

The Fiscal Officer discussed the increased spending limit on one credit card and the need for an approved resolution before that can move forward. She provided the Motion that also includes changing the Fiscal Officers name now instead of waiting until April 1. The Bank will need time to get these changes done. Mr. Governor moved to accept the Fiscal Officers report as presented.

OLD BUSINESS

Ms. Cartwright updated the Board concerning the JEDD agreement approved at the last meeting. The City of Canfield passed an ordinance approving the JEDD agreement, however; they did not have the required public hearing. Mr. Masternick is aware that the City did not follow ORC and is upset since this will push them back. She asked the Township's attorney to contact the City attorney to advise them of proper procedures. She assumes that the City will need to rescind the ordinance and approve the advertising for the thirty-day public meeting requirement. The Township is holding the package information until it has received the required information from the City of Canfield.

NEW BUSINESS

RESOLUTION 2020-01-28-26

Cancer Insurance Policy

Mr. Governor moved that as of January 29, 2020 Canfield Township would provide the most current cancer insurance policy to all employees and their spouse. Ms. Cartwright seconded the Motion. Discussion: Mr. Governor noted that this is in accordance with the Teamsters Union Contract. Aflac is an existing vendor with an open PO in the General Fund 1000-110-229-000 (Other- Insurance Benefits). Roll Call: Mr. Paloski, yes; Mr. Governor, yes; Ms. Cartwright, yes. Motion carried 3 to 0.

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RESOLUTION 2020-01-28-27

Credit Card from Farmers National Bank

Ms. Cartwright moved to increase the spending limit on the Farmers National Bank credit card in the name of Keith Rogers, Township Administrator, which presently has a credit line of \$2,500.00 to \$5,000.00. The Township Administrator will be the only authorized signer on the card and will use it for Township purposes only. Before using the card the Township Administrator must confirm that there is an open purchase order to cover any expenditure. The Fiscal Officer must receive receipts immediately after making purchases. The receipts can be emailed. The Board also requested that Farmers National Bank change the name of the Fiscal Officer listed on the Township Fiscal Officer's credit card from Carmen I Heasley to Denise Joseph by March 31, 2020. The credit limit will remain the same at \$2,500.00 for Township purposes only. The Township Credit Card Policy will change to reflect changes to credit limits. The Credit Card Policy form needs updated and signed before using the credit cards. Mr. Governor seconded Motion. Discussion: Ms. Cartwright noted that the reason we are changing the Fiscal Officer name is because Carmen Heasley is retiring on March 31 and newly elected Fiscal Officer Denise Joseph takes office on April 1. Roll Call: Mr. Paloski, yes; Mr. Governor, yes; Ms. Cartwright, yes. Motion carried 3 to 0.

RESOLUTION 2020-01-28-28

Warrants & Electronic Payments

Mr. Paloski moved to approve Warrants #13734 thru #13742, electronic payments 30-2020 thru 51-2020 for a grand total of \$23,436.83 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 2020-01-28-29

Transfer from the General Fund to the Road Fund

Ms. Cartwright moved to approve transferring from the General Fund appropriation line #1000-910-910-0000 (Transfer Out) a total of \$25,000 to the Road Fund revenue line #2141-931-0000 (Transfer In). Mr. Governor seconded the Motion. Discussion: Ms. Cartwright noted that this transfer is being done on the request of the Fiscal Officer to have enough funds in the Road Fund to cover payroll and road expenditures. Roll Call: Mr. Paloski, yes; Mr. Governor, yes; Ms. Cartwright, yes. Motion carried 3 to 0.

Trustees Comments: Mr. Governor provided a list of suggested meeting preparations to help meetings run smoother. He also provided a list of Township goals for 2020. He asked if anyone has any suggestion to let him know.

Ms. Cartwright sent an email to the Board to consider the replacement of the outside sign in the front of the Township Hall to an electronic one hoping to discuss this during the budget meeting tomorrow. Mr. Rogers has obtained one quote for the sign and is waiting on a second one.

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Ms. Cartwright reported that the Township is hosting the MCTA dinner meeting this coming March 19 at Waypoint. She has the menu for discussion tomorrow. She thanked the Township Trustees for reappointing her to the Cardinal Joint Fire District Board that she has serviced on since 2006 and elected as Chairman of that Board once again. The Fire Board presented awards last night for eight fire fighters, police officers, dispatchers and citizens. She also reported on the ambulance service provided by the District.

Next Meeting Dates: The Board will hold regular Board meetings on Tuesday, February 11 and 25 at 7:00pm. The Board set Wednesday, January 29 at 8:00am to work on the 2020 budget.

RESOLUTION 2020-01-28-30

Executive Session

In accordance with ORC 121.22, Mr. Governor moved to adjourn into executive session at 7:50pm specifically for exception (G) (1) to consider the employment of a public employee and the compensation of a public official. 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 the public meeting at 8:49pm.

RESOLUTION 2020-01-28-31

Hiring Assistant Fiscal Officer

Mr. Governor moved that Denise Joseph, newly elected Fiscal Officer, in accordance with ORC 507.021 be hired as an assistant to the current Fiscal Officer from February 1 until March 31, 2020 and be compensated for 40 hours per month at \$14.00 per hour not to exceed \$560.00 per month. Ms. Cartwright seconded the Motion. Roll Call: Mr. Paloski, yes; Mr. Governor, yes; Ms. Cartwright, yes. Motion carried 3 to 0.

ADJOURNMENT

With no further business before the Board, Chairman Governor adjourned the meeting at 8:51pm.

Mr. Brian W. Governor, Chairman

Mr. Joseph N. Paloski, Vice-Chairman

Ms. Marie Izzo Cartwright, Trustee

Ms. Carmen I. Heasley, Fiscal Officer