
RECORD OF PROCEEDINGS

MINUTES OF THE

BOARD OF CANFIELD TOWNSHIP TRUSTEES

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Meeting held on June 23, 2020 at 7:00 P.M.

Canfield Township Trustees met in regular session by virtual meeting on Tuesday, June 23, 2020 at 7:00 pm. The meeting was made available to the public electronically by telephone access due to Ohio Governor Mike DeWine's [Executive Order 2020-01D](#), declaring a State of Emergency in Ohio to protect the well-being of Ohioans from the dangerous effects of the coronavirus (COVID-19). The meeting was opened at 7:00 p.m. with the Pledge of Allegiance suspended at this time.

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

Chairman Governor stated that public presentation was suspended for this meeting. Any comments or suggestions can be made via e-mail by visiting www.canfieldtownship.org or if you prefer to call one of the Trustees or Fiscal Officer, you can find their contact numbers there as well.

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

Attendance Roll Call

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

MINUTES: Chairman Governor moved to approve the following minutes of April 28, May 1, 12, 26 and June 2, 2020. All were accepted.

ADMINISTRATOR/ROAD SUPERINTENDENT REPORT: Ms. Cartwright requested that when ABC Water and Stormwater District secures a loan for the Pebble Beach Project that the Township receive a copy of the amortization schedule for budgeting purposes. She also questioned the recommended monthly checks on signs and roads in the Township from the OTARMA Risk Management meeting, and how difficult this could be to complete. Mr. Rogers stated these were suggestions not a requirement. Mr. Governor agreed these are good suggestions, however, with the manpower in the Public Works Department it could be time consuming.

Ms. Cartwright inquired about the water cooler for the Township Hall. Mr. Governor stated from a cost and storage standpoint it is not feasible, and after speaking with Mr. Rogers and Mrs. Williams, Administrative Assistant, they both agree that a water cooler is not necessary since only three employees are in the office and bottled water is bought as needed.

Mr. Governor inquired on the paving and where the State is on funding. Ms. Cartwright stated she communicated with Ed Davis from Eastgate, and the State legislator is moving forward with the State

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Capital Improvement Project (SCIP) monies through the Ohio Public Works Commission (OPWC) and should be passed in the near future. She also approached the Mahoning County Commissioners inquiring about their process if a loan should be needed if the SCIP monies were unavailable. The Board discussed whether the paving program should go out for bid and agreed that it should, therefore the resolution with new dates will be amended at this meeting.

Mr. Governor commented on the War Veteran's Museum asking for a donation of \$850.00 for the plaque that is placed on the veteran's wall. The Board discussed further and Mr. Governor will have the resolution for the next meeting.

Mr. Governor stated the Township received the annual Recycling Agreement. Ms. Cartwright questioned section E.9. in the agreement about maintaining records and asked Mr. Rogers to clarify. He stated the maintaining of records is for the recycling events that are held. The Board instructed Mr. Rogers to sign the agreement on behalf of the Board. Ms. Cartwright noted it will ensure the Township will receive the \$3,000 by the end of September.

Public Works Report: Mr. Governor inquired about advertising for a Part-Time Public Works employee and posting on Indeed.com besides *The Vindicator an Edition of the Tribune Chronicle* for a classified ad. Mr. Paloski researched Indeed and it would be \$210.00 to post for two weeks. Ms. Cartwright noted the Township needs to look at the Budget before moving forward and also how much a classified ad would be to post in the newspaper. The Board discussed further and agreed to post on Indeed.com.

ZONING REPORT: Ms. Cartwright noted she worked with the Zoning Inspector on the Junk Motor Vehicles resolution and all changes were incorporated.

The Board discussed the mound of dirt that needs to be removed from a property on Tippecanoe Road. Mr. Rogers stated it was dumped at the wrong location. Even though the property is defined as agricultural which allows a property owner to sell things that are produced on their property, however, the dirt is being stockpiled with the intention of reselling as topsoil. Ms. Cartwright stated they are in clear violation of the zoning regulations and it needs to be removed sooner than one year. The Trustees opinion is six months. Mr. Rogers was instructed to contact the prosecutor's office for clarification.

Mr. Governor commented on the numerous nuisance violations mailed to residents in the township for tall grass. A majority of the properties have been mowed.

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.

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Mr. Governor inquired about the Investments since many are coming due. Mrs. Joseph stated the investment listing was updated by Administrative Assistant Mrs. Williams which is shared with everyone on Google Drive. Four CDs are coming due in July and two in August. Ms. Cartwright commented on the need to review July. The Board discussed scheduling a Budget meeting in July to discuss Investments, Cares Act, Winter Salt Contract and the access ramp and basement project at the Hall.

Mr. Governor remarked on the Cares Act Fund and if the Township would meet requirements for COVID-19 funds. Mrs. Joseph noted that it is for expenses incurred from March 1, 2020 to December 30, 2020 and documentation must be shown that expenses are COVID related. The suggestion is to request the funds and if unused there is a grant web portal to return the monies. There is a sample resolution on the OTARMA website the prosecutor's office will be contacted for review. The Board discussed further about the Cares Act and a UAN server possibly being installed at the Hall for the Fiscal Officer and the Assistant Fiscal Officer. It was discussed that the UAN server might be covered by the Cares Act, since it would provide access to Township financials without the Fiscal Officer or Assistant Fiscal Officer coming into the Office unnecessarily and provide the Township Administrator access without contact with anyone.

Mr. Governor stated the Township received a \$1,000 check from the Soccer Club which covers the annual lease agreement for the Canfield Township Community Park garage and the Agreement will be mailed or dropped off at the Hall within the next week.

Additionally it was discussed that the price for rocksalt came in much lower at \$53.45 per ton versus the budgeted \$77.00 per ton.

Mr. Governor noted a letter received from OTARMA states that one of the benefits is on-site appraisals of Township owned properties, therefore the Board agreed to pursue this benefit and instructed Mr. Rogers to contact OTARMA.

OLD BUSINESS

RESOLUTION 2020-06-23-91

2020 Paving Program Advertisement

Ms. Cartwright moved to approve advertising in *The Vindicator an edition of the Tribune Chronicle's* Legal Notices, for the paving of various streets in the Township, one time at a cost not to exceed \$158.47. The advertisement will also appear on the Township's Website for the duration of the bidding process. The ad will run Monday, June 29, 2020. Mr. Governor seconded the Motion. Discussion: The first approved advertisement did not run due to the State's possible delay in OPWC grant money. Roll Call: Mr. Paloski, yes; Mr. Governor, yes; Ms. Cartwright, yes. Motion carried 3 to 0.

RESOLUTION 2020-06-23-92

Advertise a Public Works Department Part-Time Position

Mr. Governor moved to advertise on indeed.com for the position of part-time Public Works Department employee. The ad will run for two weeks at cost not to exceed \$210. Mr. Paloski

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seconded the Motion. Discussion: The indeed.com advertisement will be on the Township Credit Card. This posting continues to be on the Township website. Roll Call: Mr. Paloski, yes; Mr. Governor, yes; Ms. Cartwright, yes. Motion carried 3 to 0.

NEW BUSINESS

RESOLUTION 2020-06-23-93

Then and Now Purchase Order

Mr. Governor moved to approve Purchase Order 23-2020 to Mahoning County Auditor's Office, which is a Then and Now Purchase Order, for a grand total of \$170.94. This is the Auditor's collection fee for streetlights. Ms. Cartwright seconded the Motion. Roll Call: Mr. Paloski, yes; Mr. Governor, yes; Ms. Cartwright, yes. Motion carried 3 to 0.

RESOLUTION 2020-06-23-94

Warrants & Electronic Payments

Mr. Governor moved to approve Warrants #13926 through #13953, electronic payments 286-2020 through 336-2020 for a grand total of \$55,133.45 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 2020-06-23-95

Extending Employment of Assistant Fiscal Officer

Mr. Governor moved in accordance with ORC 507.021 to extend the employment of the Township's assistant Fiscal Officer, Carmen Heasley, from July 1, 2020 until December 31, 2020 at \$14.00 per hour not to exceed \$560.00 per month to assist the Fiscal Officer Denise Joseph. Mr. Paloski seconded the motion. Discussion: The current resolution expires June 30, 2020. Roll Call: Mr. Paloski, yes; Mr. Governor, yes; Ms. Cartwright, yes. Motion carried 3 to 0.

RESOLUTION 2020-06-23-96

ABC Project Reimbursement- Caymen Court

Mr. Governor moved to request financial assistance from the ABC Water and Stormwater District for Caymen Court Culvert Replacement Project for a total cost of \$6,507.37. Ms. Cartwright seconded the motion. Roll Call: Mr. Paloski, yes; Mr. Governor, yes; Ms. Cartwright, yes. Motion carried 3 to 0.

RESOLUTION 2020-06-23-97

ABC Project Reimbursement- Street Sweeping Phase 1

Mr. Governor moved to request financial assistance from the ABC Water and Stormwater District for street sweeping phase one on various streets of the Township to cover the costs of equipment rental and disposal at a total cost of \$2,711.76. Ms. Cartwright seconded the motion. Roll Call: Mr. Paloski, yes; Mr. Governor, yes; Ms. Cartwright, yes. Motion carried 3 to 0.

RESOLUTION ZONING 2020-06-23-98

Junk Motor Vehicle Resolution

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Ms Cartwright moved that pursuant to the authority granted by Ohio Revised Code section 505.173, The Canfield Township Board of Trustees hereby resolve that no person shall openly store, park, or have any Junk Motor Vehicle on private or public property within the unincorporated territory of Canfield Township for a period of forty-eight (48) hours or longer. Whoever violates this resolution is guilty of a minor misdemeanor. Each day that such a violation exists constitutes a separate offense. Fines levied and collected under this Resolution shall be paid into the Township general fund. For the purposes of this Resolution, a "Junk Motor Vehicle" means a motor vehicle that meets all of the following criteria:

1. The motor vehicle is three model years or older; and
2. The motor vehicle is apparently inoperable; and
3. The motor vehicle is extensively damaged, including, but not limited to, any of the following; missing wheels, tires, engines, or transmission.

A licensed or unlicensed collector's vehicle that meets the above criteria is also a "Junk Motor Vehicle."

This Resolution does not apply to the operations of a scrap metal processing facility licensed under R.C. sections 4737.05 to 4737.12; a motor vehicle salvage dealer, salvage motor vehicle auction, or salvage motor vehicle pool licensed under R.C. chapter 4737; a business providing towing or recovery services pursuant to R.C. sections 4513.60 to 4531.63; and instances where the person having the right to possession of property can establish that the junk motor vehicle is part of a bona fide commercial operation. Nothing in this Resolution is intended to limit the ability of the Canfield Township Board of Trustees to institute other remedies provided by law including an action of injunction, mandamus, or abatement, or any other appropriate action or proceeding to prohibit the storage of junk motor vehicles in violation of the Resolution or pertinent Ohio Revised Code sections. Mr. Governor seconded the motion. Roll Call: Mr. Paloski, yes; Mr. Governor, yes; Ms. Cartwright, yes. Motion carried 3 to 0.

Trustee Comments: Mr. Governor indicated that the Soccer Club is planning to move forward with their fall competitive season and would like to start using the athletic fields on July 19. The Trustees agreed that the Township Community Park athletic fields can be opened to the public, however, the playground area will remain closed with appropriate signage and yellow utilized. The Trustees need more legal information before opening the restrooms.

Mr. Governor gave a Millennial Moments JEDD Board meeting update and indicated that the City of Canfield should have water lines to the JEDD area in a few weeks and the developer expects to break ground in September. Mr. Paloski wanted to know more about water pressure and cleanliness issues with the City of Youngstown water line on Curtis Dive. Mr. Rogers advised that a ceramic insert was inserted into the main line to help keep the water clean. In addition, a meter change at each house will help as well. However, during the COVID-19 pandemic The City of Youngstown will not enter houses. Residents can make the change themselves, hire a plumber at their expense or wait for the City of Youngstown to change.

Next Meeting Dates: The Board will hold a special regular meeting to focus on the budget on July 1, 2020 at 9am in person at Township Hall. The next regular meeting will be July 21 at 7:00pm. This meeting may be in person and will be decided at the July 1 meeting.

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ADJOURNMENT

With no further business before the Board, Chairman Governor adjourned the meeting at 8:41 pm.

Mr. Brian W. Governor, Chairman

Mr. Joseph N. Paloski, Vice-Chairman

Ms. Marie Izzo Cartwright, Trustee

Mrs. Denise M. Joseph, Fiscal Officer