

RECORD OF PROCEEDINGS

MINUTES OF THE

BOARD OF CANFIELD TOWNSHIP TRUSTEES

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Meeting held on March 24, 2020 at 7:00 P.M.

Canfield Township Trustees met in regular session in the Canfield Township Hall on Tuesday, March 24, 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 7:03 p.m. with the Pledge of Allegiance led by the Chairman.

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 Townships are not required to provide public presentation and comment during their regular meetings, but the Township always has and will continue to do so in the future. However, considering the current COVID -19 declared emergency and the concern over devising a system where it can uniformly be available for all persons to participate; public presentation was suspended for this meeting.

The Chairman requested that Carmen I. Heasley, Fiscal Officer, call the attendance roll:

Attendance Roll Call

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

OLD BUSINESS

Mr. Governor noted that the Canfield Township Board of Trustees held a public hearing on March 10th at 6:30pm regarding a zone change request known as case #20-01-ZC. During this hearing, the Trustees asked to hear from those in favor of the zone change and those opposed. The Trustees were not mandated to vote and in fact had 20 days to do so. Tonight, the Trustees are prepared to vote on this zone change request.

RESOLUTION ZONING 2020-03-24-52

Zone Change Request

Ms. Cartwright moved under the authority of ORC 519.12 to deny the request of Lois Holloway-Allison, to rezone the following parcel, #26-051-0-012.00-0 from Single Family Residential District (R-1) to a Business District (B). The Trustees are affirming the decision of the Canfield Township Zoning Commission on February 13, 2020 to deny this request. The Motion was seconded by Mr. Paloski.

Discussion: Ms. Cartwright noted that the Trustees have taken into consideration the views of the residents who would be directly impacted by this request, the Township's existing zoning, the current 1,000 foot business designation from the centerline of Rt. 224 and the recommendation by the Mahoning County Planning Commission on January 28, 2020 to approve this request. For clarification a yes vote means that the rezone request is being denied a no vote means the rezone change is being approved. Roll Call: Mr. Paloski, yes; Mr. Governor, yes; Ms. Cartwright; yes. The zone change is hereby denied.

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MINUTES: Chairman Governor requested corrections or additions to the minutes of the regular meeting of February 25, 2020. The minutes with suggested changes incorporated were accepted.

ADMINISTRATOR/ROAD SUPERINTENDENT REPORT: Mr. Governor requested an update on the Road Evaluation Program. Mr. Rogers stated that Assistant Road Forman Bob Burkett has completed the task and he and Mr. Burkett plan to meet to review the grades. The list will be presented at the next meeting.

Ms. Cartwright asked if a resolution was ready and if Mr. Rogers was planning to move forward with purchasing the cameras for the Canfield Township Community Park. Mr. Rogers stated that he received a quote for the Board to discuss and if the Board wants him to proceed he would next speak to the Fiscal Officer to determine which account to charge. Ms. Cartwright stated that the quote was for three cameras at \$690 each, a DVR at a cost of \$690 and a VDC power supply for \$150. The grand total for all the equipment is \$2,910. The Fiscal Officer looked at the contracts written for the Park and commented that before the next meeting it needs to be determined which fund account to use. In addition, Ms. Cartwright is concerned about the Ohio Public Works Commission (OPWC) funding from the State, since the Governor said he's asking for a 20% cut from all departments which would impact OPWC funds and grant sources this year. She asked Mr. Rogers to call and check if the new budget numbers are available.

Mr. Governor asked about the Geotechnical Investigation and improvement of the Township's Recycling Site. Mr. Rogers explained this subsurface investigation will help determine the requirement for the width of the footer.

Public Works Report: Ms. Cartwright asked about Janel Court and the procedures and costs for the project. Mr. Rogers will obtain the measurements; provide the pricing and details at the next meeting. Since it is a large project it will have to go out for bid. The Chairman noted that he appreciated that the Public Works Department piled the salt as high as possible with the backhoe. He noted that the Township is in good shape with salt this year. Mr. Governor moved to accept the Administrator/Road Superintendent and the Public Works Report and Zoning Reports as presented.

FISCAL OFFICER'S REPORT: Chairman Governor called on the Fiscal Officer Carmen I. Heasley, to present the financials. The Fiscal Officer reviewed warrants, electronic payments and two purchase orders, noting that PO 11 is a Then and Now for the Land Use Plan contract's final payment.

The Fiscal Officer presented the liquor license request for Waypoint 4180, LLC, and she will submit the final paperwork to the County Commissioners since the Board had no objections. Mr. Governor moved to accept the Fiscal Officer's report as presented.

NEW BUSINESS

RESOLUTION 2020-03-24-53

Purchase Orders

Mr. Governor moved to approve Purchase Order 10-2020 and one Then and Now Purchase Order 11-2020 for a grand total of \$7,950.68. 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 2020-03-24-54

Warrants & Electronic Payments

Mr. Governor moved to approve Warrants #13823 thru #13838, electronic payments 136-2020 thru 166-2020 for a grand total of \$37,249.96 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 2020-03-24-55

AUTHORIZING PARTICIPATION IN THE ODOT ROAD SALT CONTRACTS AWARDED IN 2020

Ms. Cartwright moved to approve the Authorizing Participation in the ODOT Road Salt Contracts Awarded in 2020. WHEREAS, the CANFIELD TOWNSHIP, MAHONING COUNTY (hereinafter referred to as the "Political Subdivision") hereby submits this written agreement to participate in the Ohio Department of Transportation's (ODOT) annual road salt bid in accordance with Ohio Revised Code 5513.01(B) and hereby agrees to all of the following terms and conditions in its participation of the ODOT road salt contract:

- a. The Political Subdivision hereby agrees to be bound by all terms and conditions established by ODOT in the road salt contract and acknowledges that upon award of the contract by the Director of ODOT it shall be bound by all such terms and conditions included in the contract; and
- b. The Political Subdivision hereby acknowledges that upon the Director of ODOT's signing of the road salt contract, it shall effectively form a contract between the awarded salt supplier and the Political Subdivision; and
- c. The Political Subdivision agrees to be solely responsible for resolving all claims or disputes arising out of its participation in the ODOT road salt contract and agrees to hold the Department of Transportation harmless for any claims, actions, expenses, or other damages arising out of the Political Subdivision's participation in the road salt contract; and
- d. The Political Subdivision's electronic order for Sodium Chloride (Road Salt) will be the amount the Political Subdivision agrees to purchase from its awarded salt supplier at the delivered bid price per ton awarded by the Director of ODOT; and
- e. The Political Subdivision hereby agrees to purchase a minimum of 90% of its electronically submitted salt quantities from its awarded salt supplier during the contract's effective period; and
- f. The Political Subdivision hereby agrees to place orders with and directly pay the awarded salt supplier on a net 30 basis for all road salt it receives pursuant to ODOT salt contract; and
- g. The Political Subdivision acknowledges that should it wish to rescind this participation agreement it will do so by written, emailed request by no later than Friday, April 24 by 12:00 p.m. The written, emailed request to rescind this participation agreement must be received by the ODOT Office of Contract Sales, Purchasing Section email: Contracts.Purchasing@dot.ohio.gov by the deadline. The Department, upon receipt, will respond that it has received the request and that it has effectively removed the Political Subdivision's participation request. Furthermore, it is the sole responsibility of the Political Subdivision to ensure ODOT has received this participation agreement as well as the receipt of any request to rescind this participation agreement. The Department shall not be held responsible or liable for failure to receive a Political Subdivision's participation agreement and/or a Political Subdivision's request to rescind its participation agreement.

NOW, THEREFORE, be it ordained by the following authorized person(s) that this participation agreement for the ODOT road salt contract is hereby approved, funding has been authorized, and the Political Subdivision agrees to the above terms and conditions regarding participation on the ODOT salt contract. Mr. Paloski seconded the Motion.

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Discussion: Canfield Township is agreeing to purchase 900 tons of salt which includes 66 tons for Canfield Local Schools. Roll Call: Mr. Paloski, yes; Mr. Governor, yes; Ms. Cartwright, yes. Motion carried 3 to 0.

RESOLUTION 2020-03-24-56

Geotechnical Work at the Public Works Department

Mr. Governor moved to approve ACA Engineering Inc., to perform a geotechnical investigation at the Public Works Department in order to design the proper foundation for the proposed recycling pad rehabilitation project at a cost not to exceed \$4,353.00. The funds will come from the Recycling Fund. Mr. Paloski seconded the Motion. Discussion: This is the first step towards creating a new recycling area at the Messerly Road site. Roll Call: Mr. Paloski, yes; Mr. Governor, yes; Ms. Cartwright, yes. Motion carried 3 to 0.

RESOLUTION 2020-03-24-57

Hiring Assistant Fiscal Officer

Ms. Cartwright moved in accordance with ORC 507.021 to hire the Township's current Fiscal Officer Carmen Heasley, from April 1 until June 30, 2020, at \$14.00 per hour not to exceed \$560.00 per month to assist the newly elected Fiscal Officer Denise Joseph, who takes office on April 1. Mr. Paloski seconded the Motion. Discussion: In order to ensure a smooth transition the Trustees feel this is a necessity and if needed could be extended. Roll Call: Mr. Paloski, yes; Mr. Governor, yes; Ms. Cartwright, yes. Motion carried 3 to 0.

Other: The current Assistant Fiscal Officer, Denise Joseph, discussed the bank agreements that need to be signed by each Trustee to add her name to the Township's checking and treasury account.

Trustee Comments:

The updated Township website is almost complete and will be more mobile friendly. The Mahoning County Township Association dinner is rescheduled for June 18, 2020 and a new contract will be signed with Waypoint which is cancellable if necessary.

The Regional Chamber Meeting Good Evening Canfield is scheduled for April 23, 2020. Ms. Heasley will update the Chamber regarding membership fees and the new Fiscal Officer's name.

Ms. Cartwright commented about the Canfield Joint Fire District has three ambulances with a fourth arriving in June. An ambulance is being rented until the new one arrives and will be equipped to respond to Coronavirus calls. She would like everyone to thank the fire service personnel when you see them.

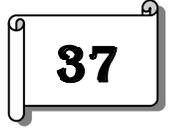
Mr. Paloski, Mr. Governor and Ms. Cartwright thanked Carmen Heasley for her twenty years of service with the Township as Fiscal Officer. Mr. Paloski also would like to thank all the essential workers during this crisis.

Next Meeting Date: The Board will hold a regular Board meeting on April 14 and April 28, 2020 at 7:00pm with phone access only during the current COVID -19 emergency.

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Executive Session: In accordance with ORC 121.22 (G1), Mr. Governor moved to adjourn into executive session at 7:31 pm. to consider the compensation of a public employee. Mr. Paloski 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 8:09 p.m.

ADJOURNMENT

With no further business before the Board, Chairman Governor adjourned the meeting at 8:09 p.m.

Mr. Brian W. Governor, Chairman

Mr. Joseph N. Paloski, Vice-Chairman

Ms. Marie Izzo Cartwright, Trustee

Ms. Carmen I. Heasley, Fiscal Officer

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