
RECORD OF PROCEEDINGS

MINUTES OF THE
BOARD OF CANFIELD TOWNSHIP TRUSTEES

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Meeting held on May 12, 2020 at 7:00 P.M.

Canfield Township Trustees met in a regular session by virtual meeting on Tuesday, May 12, 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 9:00 a.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 Townships are not required to provide public presentation and comment during their regular meetings, but the Township has always 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. Any comments and 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 14, Regular and April 17, Special Meeting. The minutes with suggested changes incorporated were accepted. Minutes of April 28 meeting should be available for approval at the next meeting.

ADMINISTRATOR/ROAD SUPERINTENDENT REPORT: Mr. Governor stated that Administrator/ Superintendent Mr. Rogers, forwarded to the Board the reimbursement agreement with the ABC District that was written by Albers & Albers and reviewed by the Mahoning County Prosecutors office. If the Board has any comments, please review and it could be approved at next meeting.

Mr. Governor suggested moving forward with the Indian Run Detention area, Phase III. Mr. Rogers suggested possibly giving this project over to the ABC District, Ms. Cartwright stated as long as there is funding available, the Board agreed.

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Mr. Rogers stated the concern about the Appliance Drive that is scheduled for Saturday, June 6. Usually there are volunteers to help unload the appliances that are brought in, however suggesting advertising the event as unloading it yourself, with the vendor present. The Board discussed concerns about elderly residents unloading themselves, social distancing and the liability of people unloading the recycles themselves. Ms. Cartwright stated the need for more information before a decision is made.

Mr. Governor stated a request was made by the Sheriff's Deputies about opening the Canfield Township Community Park to walkers but keep the playground closed. The Board discussed the concerns that once it is open, it is open you will not be able to keep people from using the park. Mr. Governor stated until the Township receives the go ahead from the Governor of Ohio, the park will remain closed.

Ms. Cartwright questioned the Janell Court storm sewer project and possibly the monies coming from the ABC District. Mr. Rogers will discuss this project with the ABC District at the June meeting to get a better estimate on the cost of the 340' of pipe with a catch basin and have it done in phases, that way it is not the ABC District funds or the Township's.

Ms. Cartwright commented on the Millennial Moments development and how the developer was informed by the City of Canfield their position on collecting the Stormwater fee and having nothing to do with maintenance of the storm sewer. Mr. Rogers contacted Jim Mathews, Esq., prior to this meeting. Mr. Mathews stated it is up to the Board whether they want an amendment to the JEDD Agreement or hold the City to the final agreement. Mr. Governor stated there is a tentative Millennial Moments Board meeting scheduled for May 26 at 10:00 am he will know more in the coming days. Discussion continued among the Board with the conclusion from Ms. Cartwright that a special meeting would need to take place to discuss this matter further.

Public Works Report: Mr. Governor commented about the Recycling Center at the Public Works Department and how it is overflowing with trash. The Day reporters have been coming to clean up, however with it blowing over the lot, they only clean up the site area. Mr. Rogers contacted the Mahoning County Sherriff's Department and they contacted the Prosecutor's Office, with it being a recycling site, the Sheriff cannot charge anyone for open dumping if they put it next to the bins on the ground if it is full. Mr. Rogers stated the bins are being emptied 3 times a week, Monday, Wednesday and Friday, then with the weekend they are full by Monday. Discussion continued among the Board. Mr. Paloski suggested maybe putting an additional sign with a specific day of when to drop off trash or additional dumpster. Mr. Rogers states there is no room for an additional dumpster.

Mr. Governor mentioned how the Public Works Department is prepping Pheasant Run and Cedar Park for paving that will take place this year. Mr. Rogers stated the Public Works Department is repairing catch basins, and culvert pipes also need to be repaired using either gunite or a fiberglass sleeve to repair the integrity of the pipe this needs to be done so the roads

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will not have to be open cut after being repaved. More information and pricing is required and should have by the next Trustee meeting May 26.

Mr. Paloski asked for an update on disposing of the debris from the street sweeping in April. Mr. Rogers is looking into a trucking firm since they can take more material per load which is more cost efficient. Mr. Paloski questioned if the Public Works Department could haul the debris. Mr. Rogers stated after talking with Assistant Road Forman, Bob Burkett the township can haul 8 ton per load; with 3 trucks, and an hour drive to Browning Ferris Industries (BFI) Landfill in Pennsylvania and not knowing how many trips would need to be made, in addition the hardship on the trucks, especially the tires at a landfill. What other projects could the Public Works Department be doing besides hauling debris? Ms. Cartwright agreed with Mr. Rogers after the explanation.

ZONING REPORT: Mr. Governor stated the Township received communication from the Ohio Historical Society about the records retention pertaining to zoning records and residential maps. The Township can go ahead and get rid of the maps; however, Ms. Cartwright suggested keeping the maps a little longer giving the public a chance to retrieve their house plans if they so desire, hoping this will happen in a couple of months. The Board agreed to have a shredding company get rid of the rest of the zoning records.

Mr. Governor commented on the Transient Vendor Permit concerning DiRusso's Sausage whom owns property at State Route 46 and Herbert Road. DiRusso's would like to set up a food truck. Mr. Rogers stated since they own the property, they do not need a permit; however, if they allow another food truck or vendor to set up on their property, that vendor would need a permit. The Board discussed further, and Mr. Paloski suggested maybe limiting the hours and days they allowed to operate inline with the intent of the Transient Vendor Permit. Mr. Rogers stated he will obtain more information on this matter from the Zoning Inspector.

Mr. Governor commented about the junk vehicles reported around the Township. Ms. Cartwright stated the Township needs a written policy and procedures on what can be done; have it reviewed by the prosecutor's office, and receive approval from the Board before action can be taken. Ms. Cartwright will work with the Zoning Inspector to complete this process. 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 Denise M. Joseph, to present the financials. The Fiscal Officer reviewed warrants and electronic payments.

Mr. Paloski questioned if Farmer's National Bank completed the increase on Mr. Rogers Visa Credit Card to \$5,000 and if the Fiscal Officer received her new card. The Fiscal Officer stated the increase for Mr. Rogers was complete and the card was in the mail.

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OLD BUSINESS

RESOLUTION 2020-05-12-71

Recycling Site Improvement

Mr. Governor moved to approve CT Consultants to perform all necessary work to provide the Township with the preliminary foundation, support wall, and concrete pad drawings along with engineering cost estimate for the proposed improvements to the recycling site, at the public works department location, at a cost not to exceed \$6,250.00. Ms. Cartwright seconded the Motion. Discussion: The funds will come from the recycling fund. Roll Call: Mr. Paloski, yes; Mr. Governor, yes; Ms. Cartwright, yes. Motion carried 3 to 0.

NEW BUSINESS

RESOLUTION 2020-05-12-72

Warrants & Electronic Payments

Mr. Governor moved to approve Warrants #13890 through #13904, electronic payments 227 - 2020 through 248-2020 for a grand total of \$29,603.44 as general & payroll obligations of the Township. Ms. Cartwright seconded the Motion. Discussion: Funds will come from the General contingency fund. Roll Call: Mr. Paloski, yes; Mr. Governor, yes; Ms. Cartwright, yes. Motion carried 3 to 0.

RESOLUTION 2020-05-12-73

Then and Now Purchase Order

Mr. Governor moved to approve Purchase Order 16-2020 to Eastgate Regional Council of Governments, which is a Then and Now Purchase Order, for a grand total of \$857.04. This is an OPWC Administrative charge for continued administrative assistance. Mr. Paloski seconded the Motion. Roll Call: Mr. Paloski, yes; Mr. Governor, yes; Ms. Cartwright, yes. Motion carried 3 to 0.

RESOLUTION 2020-05-12-74

Purchase Order

Mr. Governor moved to approve Purchase Order 17-2020 to CT Consultants, Youngstown, Ohio, which is a Regular Purchase Order, for a grand total of \$6,250.00. This is for the preliminary foundation, support wall, and concrete pad drawings along with engineering cost estimate for the proposed improvements to the recycling site located on Messerly Road. Ms. Cartwright seconded the Motion. Roll Call: Mr. Paloski, yes; Mr. Governor, yes; Ms. Cartwright, yes. Motion carried 3 to 0.

RESOLUTION 2020-05-12-75

Then and Now Purchase Order

Mr. Governor moved to approve Purchase Order 18-2020 to Jack Doheny Supplies, which is a Then and Now Purchase Order, for a grand total of \$1,500.00. This is for the rental of a Broom Badger Sweeper that was used to clean the Township streets. Ms. Cartwright seconded the Motion. Roll Call: Mr. Paloski, yes; Mr. Governor, yes; Ms. Cartwright, yes. Motion carried 3 to 0.

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RESOLUTION 2020-05-12-76

Summer Meeting Schedule

Mr. Governor moved to adopt a Summer Meeting Schedule as in past years to one meeting a month from June through September 2020 with the regular meeting schedule resuming in October. During the summer, the meetings will take place on the second Tuesday of the month unless otherwise advertised and in October, the regular meeting schedule will return to the second and fourth Tuesdays of each month. Ms. Cartwright seconded the Motion. Roll Call: Mr. Paloski, yes; Mr. Governor, yes; Ms. Cartwright, yes. Motion carried 3 to 0.

RESOLUTION 2020-05-12-77

Indian Run Detention Improvements Phase III

Ms. Cartwright moved to approve submitting the third phase of the improvements to the Indian Run Detention to the ABC District for all aspects of the surveying, engineering, bidding and construction required to the reshaping the detention area to create positive drainage back to the main channel to allow routine maintenance in this area. Mr. Governor seconded the Motion. Roll Call: Mr. Paloski, yes; Mr. Governor, yes; Ms. Cartwright, yes. Motion carried 3 to 0.

RESOLUTION 2020-05-12-78

Repairs to Truck 201

Mr. Paloski moved to approve Custom Metal Works of Austintown, to make the necessary repairs to Truck 201 including, rear bed columns, all tailgate brackets and hardware at a cost not to exceed \$1,632.00. Mr. Governor seconded the Motion. Roll Call: Mr. Paloski, yes; Mr. Governor, yes; Ms. Cartwright, yes. Motion carried 3 to 0.

RESOLUTION 2020-05-12-79

Tires for Truck 201

Mr. Paloski moved to approve Bellino's True Tread Tire of Canfield, to replace 4 tires on Truck 201 at a cost not to exceed \$1,790.00. Mr. Governor seconded the Motion. Roll Call: Mr. Paloski, yes; Mr. Governor, yes; Ms. Cartwright, yes. Motion carried 3 to 0.

RESOLUTION 2020-05-12-80

Land Appraisal

Ms. Cartwright moved to authorize Keith Rogers, Township Administrator, to secure and award a bid for appraisal of property for land the Township is interested in purchasing. Mr. Governor seconded the Motion. Roll Call: Mr. Paloski, yes; Mr. Governor, yes; Ms. Cartwright, yes. Motion carried 3 to 0.

Trustees Comments: The Board discussed the Township reopening procedures. Ms. Cartwright conversed with Mr. Rogers on the reopening requirements from the Ohio Township Association OTA, suggesting placing Plexiglas at the Administrative Assistants desk at the Township Office, the Zoning Inspector and Mr. Rogers can hold meetings in the Township Hall; cleaning supplies for the office and Public Works Department; also received in the office this week were 2 digital thermometers from the Cardinal Joint Fire District one will be given to the PWD. The Board discussed the Plexiglas placement.

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Ms. Cartwright commented on the Community Development Block Grant CDBG approximately \$29,000 that Mr. Rogers applied for to replace the handicap ramp on the southside of the Township Hall. The CDBG grant wasn't awarded to the Township, however, the Mahoning County Commissioners are funding this project from other project monies they have available in the amount of \$60,000 in total. Ms. Cartwright will find out when this money will be received.

Next Meeting Dates: The Board will hold its next virtual regular meeting on May 26 at 7:00pm with phone access for the public during the current COVID -19 emergency.

ADJOURNMENT

With no further business before the Board, Chairman Governor adjourned the meeting at 8:47 pm.

Mr. Brian W. Governor, Chairman

Mr. Joseph N. Paloski, Vice-Chairman

Ms. Marie Izzo Cartwright, Trustee

Mrs. Denise M. Joseph, Fiscal Officer