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# RECORD OF PROCEEDINGS

MINUTES OF THE

BOARD OF CANFIELD TOWNSHIP TRUSTEES

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69

Meeting held on July 13, 2021 at 7:01 P.M.

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Canfield Township Trustees met in regular session in the Canfield Township Hall on Tuesday, July 13, 2021, at 7:01pm. The meeting via Webex was made available to the public and was opened by Chairman Brian Governor at 7:01pm. The legal advertisement for this meeting ran in *The Vindicator*, an edition of the *Tribune Chronicle* on July 9, 2021 as required by the Ohio Sunshine Law.

*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 of most meetings 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 recognized the Mahoning County Commissioners presentation of a \$99,000 check toward the completion of the Robert and Maxine Neff Memorial Bike Trial.

## ATTENDANCE ROLL CALL

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

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

Also present was Township Administrator/Road Superintendent Keith Rogers and Assistant Fiscal Officer Carmen Heasley.

**MINUTES:** No minutes to approve at this meeting.

**ADMINISTRATOR/ROAD SUPERINTENDENT REPORT:** Mr. Rogers updated the Board on the Hall project. All painting has been completed and the new carpet tile will be installed July 16, also the electrician will update the switch and cover plates to white. Ms. Cartwright asked if the light bulbs had been replaced in the exterior lights outside of the hall. Mr. Rogers informed the Board the electrician replaced them over the weekend. Also, Mr. Rogers requested a quote for cleaning the windows and blinds on the first floor.

Regarding the recycling site project at Public Works he stated it will be moving forward after tonight's resolution and the contractor will be scheduled. The Township will be receiving a reimbursable grant from the Green Team of \$10,000.

The Board instructed Mr. Rogers to continue to sign the Recycling Dumpster Agreement, since he is the Recycling Coordinator and Township Administrator.

Mr. Rogers discussed paving the cul-de-sac on Easy Street, which is in Austintown Township except for the 123' diameter cul-de-sac that is in Canfield Township. Since Austintown will be paving Easy Street this year, the cul-de-sac will be included and Austintown will bill Canfield Township for the \$12,800 it will cost. After Board discussion, the money shall come from the gasoline fund, contracted services.

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70

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The Board discussed the 2022 Paving Program and possibly sealing or paving the driveway at Dean Hill Cemetery. The roads discussed in option 1 were Fox Haven, Augusta Hills, Mission Hills, Chapel Hills, Woodland Place and Bent Willow; option 2 included Fox Haven, Augusta Hills, Chapel Hills, Mission Hills and Adeer. Mr. Paloski suggested considering other streets in need of paving. The Board will revisit the 2022 Paving Program at the next budget meeting.

Mr. Governor moved to accept the Administrator/Road Superintendent, Public Works and Zoning reports as presented.

**FISCAL OFFICER REPORT:** Ms. Cartwright had questions about the lighting district in the Summer Wind development. The Board discussed this further. Ms. Heasley suggested locating a past opinion from the Mahoning County Prosecutor's office or obtain a new opinion about lighting districts.

Mr. Governor moved to accept the Fiscal Officers Report as presented.

## OLD BUSINESS

### RESOLUTION 2021-07-13-83

#### **Sheriff Sub-Station Shingle Replacement**

Ms. Cartwright moved to approve AIM Construction, Inc. to supply all materials and labor to perform the shingle replacement on the Sheriff's sub-station at a cost not to exceed \$5,390.00 with 50%, \$2,695.00 due at the start of the project. If any sheeting material needs to be replaced the Township Administrator can approve repair / replacement up to \$2,000. The funds will come from the general fund line #1000-760-730-0000 Improvement of Sites. Mr. Governor seconded the motion. Roll Call: Mr. Paloski, yes; Mr. Governor, yes; Ms. Cartwright, yes. Motion carried 3 to 0.

### RESOLUTION 2021-07-13-84

#### **Recycling Site Improvements**

Mr. Governor moved to approve the recycling site improvements at the Public Works Department which includes a 40'x52' concrete pad and 8' high chain link fence with two bollards, cost breakdown as follows: Foust Construction, Inc. shall prepare the site including all materials and labor for the concrete pad at a cost of \$22,750; Gabriel's Fence will supply the materials and labor for the installation of the chain link fence and bollards at a cost of \$6,875; total cost of project not to exceed \$29,625. The Township will be receiving a reimbursable grant of \$10,000 from the Mahoning County Green Team for this upgrade. The funds will come from the recycling fund line #2901-390-599-0000 other expenses. Mr. Paloski seconded the motion. Roll Call: Mr. Paloski, yes; Mr. Governor, yes; Ms. Cartwright, yes. Motion carried 3 to 0.

### RESOLUTION 2021-07-13-85

#### **Paving Easy Street Cul-de-sac**

Mr. Governor moved to approve paving the cul-de-sac on Easy Street in conjunction with Austintown Township's paving program. The cost of paving the cul-de-sac shall not exceed \$12,800. Austintown Township will invoice Canfield Township once the work is completed. The funds will come from the gasoline fund line #2021-330-360-0000 contracted services. Ms.

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---

71

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Cartwright seconded the motion. Roll Call: Mr. Paloski, yes; Mr. Governor, yes; Ms. Cartwright, yes. Motion carried 3 to 0.

## NEW BUSINESS

### RESOLUTION 2021-07-13-86

#### 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: This transfer is being done at the request of the Fiscal Officer to cover payroll and road expenditures in the Road Fund. Roll Call: Mr. Paloski, yes; Mr. Governor, yes; Ms. Cartwright, yes. Motion carried 3 to 0.

### RESOLUTION 2021-07-13-87

#### Warrants & Electronic Payments

Mr. Paloski moved to authorize the payment of all the Township's outstanding obligations. Mr. Governor seconded the motion. Roll Call: Mr. Paloski, yes; Mr. Governor, yes; Ms. Cartwright, yes. Motion carried 3 to 0.

**Trustee Comments:** The Board discussed updating the banner display for the Canfield Fair. Ms. Cartwright suggested getting photos from residential developments, businesses and recreational venues within the Township. The photos would not only be used for the Fair display but could be showcased on the website. The four separate panels that the Township has will be used, photos will be replaced.

Ms. Cartwright said she would ask the Trustees Administrative Assistant Cindy Williams to review the inventory list for the Mahoning County Township Association (MCTA) picnic at the Fairgrounds.

Mr. Paloski stated that Jeff Allen will present the Sheriff's quarterly report at the Trustees meeting in August.

**Next Meeting Date(s):** The Board will have a regular meeting on August 10, 2021 at 7:00pm. This meeting is scheduled to be in person at the Township Hall and will be advertised appropriately. The Board will hold a budget meeting, date is yet to be determined.

## ADJOURNMENT:

With no further business before the Board, Chairman Governor adjourned the meeting at 8:53pm.

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Mr. Brian W. Governor, Chairman

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Mr. Joseph N. Paloski, Trustee

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Ms. Marie Izzo Cartwright, Vice-Chairman

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Mrs. Denise M. Joseph, Fiscal Officer

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72

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Minutes prepared by:

Cindy Williams

*Administrative Assistant to the Board of Trustees*