
RECORD OF PROCEEDINGS

MINUTES OF THE

BOARD OF CANFIELD TOWNSHIP TRUSTEES

31

Meeting held on March 23, 2021 at 7:01 P.M.

Canfield Township Trustees held a virtual regular meeting on Tuesday, March 23, 2021, at 7:01pm. The meeting via Webex was also made available to the public. The meeting 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 March 19, 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 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 preferred Trustees and the Fiscal Officer's contact numbers can be found there as well.

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: Chairman Governor moved to approve the following minutes of February 9, and February 23, 2021. The minutes with suggested changes were incorporated and accepted.

ADMINISTRATOR/ROAD SUPERINTENDENT REPORT: Mr. Governor requested a quick update on outstanding projects. Mr. Rogers updated the Board on the Hall remodeling; quote from *Window World* of \$8,922 for first floor windows replacement, painting \$1,875, carpet \$3,876 and carpentry \$5,120 totaling \$19,793 which is \$207 under budget.

Mr. Governor stated with all the computers completely set up, the server in the Zoning office could be removed. Mr. Rogers stated the computer tower in the Zoning office would be scrubbed of all data and; would the Township consider donating the tower to a shelter or somewhere it could be repurposed. The Board agreed.

The Board discussed the recycling site and possibly moving it from its current location to a lot south of the Public Works Department with a gravel driveway. Mr. Rogers will research further. Discussion also took place regarding paving the Hall parking lot to the back corner of the substation and possibly widening the driveway approach from St. Rte. 46. Mr. Rogers will get quotes and find out if the retaining wall is the Township's and make any necessary repairs.

RECORD OF PROCEEDINGS

32

MINUTES OF THE

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Mr. Governor stated the Township requested the ABC Water and Stormwater District (ABC) to implement a curb and gutter, and catch basin replacement program in the Township. This request also includes asking for financial assistant from the ABC District. The ABC District will meet with the engineer and a priority list will be made.

Mr. Governor stated the Soccer Club will run a spring competitive, summer regular and fall competitive season. The restroom agreement will run thirty weeks (30) from April 12 through November 1, 2021 at the same rate from last year at \$50.00 per week totaling \$1,500. The Board agreed with the rate. The water will be turned on and restrooms will be open a couple of weeks earlier.

Ms. Cartwright stated that after speaking with Mr. Rogers the Township would like to post on the website about the ABC District completed projects in 2020 and the future projects in 2021, along with pictures for residents to understand where their stormwater fees are being utilized. The Board agreed this was a great idea.

Mr. Paloski requested an update on the Pebble Beach Project. Mr. Rogers stated the ABC District secured a 0% engineering loan through the Ohio EPA, Water Pollution Control Loan Fund (WPCLF) to get this project done. The ABC District is looking at a May deadline for the engineering portion with the construction loan coming in after that, and out for bid in June. The project which will be completed this year.

Public Works Report: Mr. Governor stated the Public Works Department's Truck #108 (1 ton Dump Truck) needs new tires. The Board agreed to the purchase for safety purposes.

Mr. Rogers requested how much road salt the Township wants to purchase for next year, since the paperwork needs to be completed in April 2021. Mr. Burkett, Assistant Road Foreman stated possibly purchasing 1,100 tons with an estimated purchase price at \$65 a ton. The Board discussed and agreed to 900 tons and the 10% overage if needed; and 100 tons for the schools. This will be budgeted for next year.

ZONING REPORT: Mr. Governor mentioned the zoning maps that are upstairs for residential homes. The Board would still like to give residents the opportunity to acquire their residential drawings possibly running a small ad in the newspaper, posting on the website and social media the dates they would be available for pickup. Then, whatever is left would be destroyed. The Board agreed to review this issue again in 30 days.

Mr. Rogers mentioned the nuisance and nuisance/vacant properties that the Fire District deem should be condemned in the Township. The Board discussed and agreed to move on these issues. Mr. Rogers will talk with the Mrs. DeCapua, Zoning Inspector about the property on Fairway Drive, the swimming pool has been condemned by the health department; Messerly Road, and a vacant property off State Route 46. This is a very lengthy process. Mr. Governor moved to accept the Administrator/Road Superintendent, Public Works and Zoning Reports as presented.

RECORD OF PROCEEDINGS

MINUTES OF THE

BOARD OF CANFIELD TOWNSHIP TRUSTEES

38

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FISCAL OFFICER REPORT: The Board discussed paying for a yearly retainer with Clemons & Nelson. The Board is looking at paying an hourly rate of \$180 per hour when needed instead of paying a yearly amount. New policies might need to be implemented or rewritten; Ms. Cartwright will discuss this with Robin Bell who writes contracts with Clemons & Nelson.

The SRO amendment with the City of Canfield was discussed.

Mr. Governor moved to accept the Fiscal Officer's Report as presented.

OLD BUSINESS

RESOLUTION 2021-03-23-54

Curb, Gutter and Catch Basin Replacement

Mr. Governor moved to request the ABC Water and Stormwater District for financial assistance and project lead for the first phase of the Township curb and gutter and catch basin replacement program. The Township's request is for \$40,000 which will be divided between the curb and gutter and catch basin replacement. The District will provide for all aspects covering the advertisement; bidding; award and inspection process. Ms. Cartwright seconded the motion. Discussion: The Township administrator/road superintendent will create the replacement priority list. Roll Call: Mr. Paloski, yes; Mr. Governor, yes; Ms. Cartwright, yes. Motion carried 3 to 0.

NEW BUSINESS

RESOLUTION 2021-03-23-55

Purchase Orders

Mr. Governor moved to approve Purchase Orders 12-2021, 13-2021, 15-2021, 16-2021, 17-2021, 18-2021 for a grand total of \$67,586.66. Mr. Paloski seconded the motion. Roll Call: Mr. Paloski, yes; Mr. Governor, yes; Ms. Cartwright, yes. Motion carried 3 to 0.

RESOLUTION 2021-03-23-56

Warrants & Electronic Payments

Ms. Cartwright 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 mask distribution and possibly setting up a drive through at the Township Park on a Saturday for Township residents. This would be advertised on social media and the Township website. Ms. Cartwright suggested completing the businesses in the Township.

Mr. Paloski mentioned the Cardinal Joint Fire District has a new lease agreement with the City of Canfield and there will be an identical agreement for the Township with Station III.

Mr. Governor mentioned there will be a Millennial Moments groundbreaking ceremony Thursday June 3, 2021 at 11:00 am and Ms. Cartwright stated a Canfield Community JEDD meeting will take place next Wednesday 3:00 pm at City Hall.

RECORD OF PROCEEDINGS

34

MINUTES OF THE

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Next Meeting Date(s): The Board will have regular meetings on April 13 and 27, 2021 at 7:00pm. These meetings are scheduled to be virtual via WebEx, however, they will be advertised appropriately.

ADJOURNMENT:

With no further business before the Board, Chairman Governor adjourned the meeting at 8:15pm.

Mr. Brian W. Governor, Chairman

Mr. Joseph N. Paloski, Trustee

Ms. Marie Izzo Cartwright, Vice-Chairman

Mrs. Denise M. Joseph, Fiscal Officer

Minutes prepared by:

Cindy Williams

Administrative Assistant to the Board of Trustees