
RECORD OF PROCEEDINGS

MINUTES OF THE

BOARD OF CANFIELD TOWNSHIP TRUSTEES

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Meeting held on February 8, 2022 at 7:00 P.M.

Canfield Township Trustees held a regular meeting in the Canfield Township Hall on Tuesday, February 8, at 7:00pm. Chairman Brian Governor opened the meeting with the Pledge of Allegiance.

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 there was no one present for public presentation for this meeting, however any comments or suggestions can be made via e-mail by visiting www.canfieldtownship.org or if preferred Trustees and the Fiscal Officer contact numbers can be found there as well.

ATTENDANCE ROLL CALL

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

Mr. Paloski	present
Mr. Governor	present
Mrs. Cartwright	present

Also present was Fiscal Officer Denise Joseph, Township Administrator/Road Superintendent Keith Rogers and Assistant Public Works Maintenance Foreman Bob Burkett.

MINUTES: Chairman Governor moved to approve the organizational and regular meeting minutes of January 18, 2022. The minutes with suggested changes were incorporated and accepted.

ADMINISTRATOR/ROAD SUPERINTENDENT REPORT: Mr. Rogers stated that after reviewing the *Armstrong* contract he had some questions and discussed them with Mrs. Cartwright. Mrs. Cartwright in discussion with the Board questioned if this contract should be reviewed by the Mahoning County Prosecutor's Office. Mrs. Joseph stated that it is a standard contract and she does not believe it needs reviewed. The Board agreed not to have the contract reviewed.

Mr. Rogers asked the Board if he should move forward with the State Capital Budget application for the Tippecanoe Place Storm Sewer Improvement Project. He stated that the ABC Stormwater District would fund the local share for this project and the application has to be submitted by the end of February. The Board agreed to move forward.

Mr. Governor inquired on how many applications have been received for the full-time position at the Public Works Department and Mr. Rogers stated six (6).

Public Works Report: Mr. Burkett Assistant Public Works Maintenance Foreman updated the Board on the two big snow events: some residents don't adhere to the parking ban; the Township has used approximately 587 ton of salt with the Township using 502-ton and Canfield Local Schools 85-ton.

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He informed the Board that he had ordered another 300 tons from Cargill in accordance with the Township's contract.

Mr. Burkett updated the Board on the new plow truck the Township ordered in February of 2021 stating that the anticipated delivery is now this Spring. Additionally he discussed the maintenance and repairs to the existing fleet.

Mr. Burkett informed the Board that to replace a complete mailbox; 4x4 wooden post is \$28 and the basic black metal box is \$22 at *Home Depot*.

ZONING REPORT: N/A

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

FISCAL OFFICER REPORT: Mrs. Joseph is in the process of closing year 2021; the 2022 budget is temporary until the Board approves a permanent one in March the Board had no questions.

Mr. Governor moved to accept the Fiscal Officer report as presented.

Discussion: Mr. Governor mentioned the concern the Fiscal Officer has regarding the discrepancies between the timeclock cards and timesheets. The Board discussed whether the timeclock is needed at the Hall and Public Works Department; and agreed it was not necessary.

The Board discussed and agreed to the numbering and tracking of motions.

OLD BUSINESS/MOTIONS/RESOLUTIONS

MOTION 2022-01

Armstrong Phone Agreement

Mr. Governor approved to authorize Keith Rogers Township Administrator to enter a 3-year commercial service agreement with Armstrong Utilities, Inc for new township phones. Mr. Paloski seconded the motion. Roll Call: Mr. Paloski, yes; Mr. Governor, yes; Mrs. Cartwright, yes. Motion carried 3 to 0.

NEW BUSINESS/MOTIONS/RESOLUTIONS

MOTION 2022-02

Warrants & Electronic Payments

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

MOTION 2022-03

Increase Hours for Administrative Assistant to the Trustees

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Mrs. Cartwright approved to increase the total number of hours that Cindy Williams, Administrative Assistant to the Trustees works from 1450 to 1560 hours annually. Mr. Governor seconded the motion. Roll Call: Mr. Paloski, yes; Mr. Governor, yes; Mrs. Cartwright, yes. Motion carried 3 to 0.

MOTION 2022-04

New Windows for Upstairs of Township Hall

Mr. Governor approved to authorize Keith Rogers, Township Administrator, to order new windows for the upstairs of Township Hall from Window World of Youngstown at a cost of \$11,073.00. Mrs. Cartwright seconded the motion. Roll Call: Mr. Paloski, yes; Mr. Governor, yes; Mrs. Cartwright, yes. Motion carried 3 to 0.

Trustee Comments: Mrs. Cartwright reminded the Board about the Mahoning County Prosecutor's Seminar that will be hosted by Boardman Township on Thursday, February 17 from 6:00 to 8:00pm; and because of this seminar, the Ohio Township Association Meeting has been moved from February 17 to the 24; and tomorrow February 9th there will be a joint meeting and press conference between Canfield City Council and Canfield Local Schools at 5:30pm.

Next Meeting Date(s): The Board will have a regular meeting on February 22, 2022 at 7:00pm. This meeting is scheduled to be in person at the Township Hall and will be advertised appropriately.

MOTION 2022-05

Executive Session

In accordance with ORC 121.22 Mr. Governor moved to adjourn into executive session at 8:17 pm specifically for exception: G (1) To consider the compensation of a public employee(s). Mrs. Cartwright seconded the motion. Roll Call: Mr. Paloski, yes; Mr. Governor, yes; Mrs. Cartwright, yes. Motion carried 3 to 0. The Board re-entered Public Session at 9:07pm.

ADJOURNMENT:

With no further business before the Board, Chairman Governor adjourned the meeting at 9:10pm.

Mr. Brian W. Governor, Chairman

Mr. Joseph N. Paloski, Trustee

Mrs. Marie Izzo Cartwright, Vice-Chairman

Mrs. Denise M. Joseph, Fiscal Officer

Minutes prepared by:
Cindy Williams
Administrative Assistant to the Board of Trustees

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