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# RECORD OF PROCEEDINGS

MINUTES OF THE

BOARD OF CANFIELD TOWNSHIP TRUSTEES

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Meeting held on January 25, 2022 at 6:00 P.M.

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Canfield Township Trustees held a regular meeting in the Canfield Township Hall on Tuesday, January 25, at 6:00pm. 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](http://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 Michael Markulin a student from South Range High School.

Mark Markulin is applying for a scholarship through the Ohio Township Association to attend Cleveland State University and he's interested in Marketing and Law School.

**MINUTES:** All minutes for 2021 are complete.

**ADMINISTRATOR/ROAD SUPERINTENDENT REPORT:** The Board and Mr. Rogers discussed the costs for replacing mailboxes. Mr. Rogers stated that a Rubbermaid mailbox costs between \$50 and \$75. Mrs. Cartwright stated that Township residents live on state, county and township roads and we need to be fair to our residents. The Board will discuss further at the next meeting.

Mrs. Cartwright questioned how much salt has been used? Mr. Rogers will get this information from Bob Burkett, Assistant Public Works Maintenance Foreman. Mr. Rogers added that Mr. Burkett ordered 194.6-tons of salt in January.

**FISCAL OFFICER REPORT:** Mrs. Joseph asked about the demolition cost to the house on Fairway; and Mr. Governor stated that the Township received three (3) bids with a dollar amount under \$50,000. She reported on information gathered about a new phone system through *Armstrong*.

The Board discussed and reviewed the 2022 budget, a possible future improvement to the Township Hall (digital signage, upstairs, zoning software); and the American Rescue Plan Act monies.

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**Discussion:** Mr. Governor stated the letter thanking Cheryl Soyka for her support and decorations at Dean Hill Cemetery is ready for Board signatures; the Beeman letter concerning the Bike Trail will be printed and signed this evening; and the Board will sign the 2021 mileage certification from Mahoning County Engineers stating the Township has 38.557 miles of roadway.

## NEW/OLD BUSINESS/MOTIONS AND RESOLUTIONS

### RESOLUTION 2022-01-25-25

#### RESOLUTION FOR NUISANCE ABATEMENT

4055 Fairway Dr., Canfield, Ohio 44406

Mrs. Cartwright moved to adopt the following Resolution:

**WHEREAS**, in accordance with Ohio Revised Code 505.86, a board of township trustees, by resolution, may provide for the removal, repair, or securance of buildings or other structures in the township that have been declared insecure, unsafe, or structurally defective by any fire department under contract with the township or by the county building department or other authority responsible under Chapter 3781 of the Revised Code for the enforcement of building regulations or the performance of building inspections in the township, or buildings or other structures that have been declared to be in a condition dangerous to life or health, or unfit for human habitation by the board of health of the general health district of which the township is a part; and

**WHEREAS**, information has come before the Board of Trustees concerning the condition of the real property located within the unincorporated territory of Canfield Township at 4055 Fairway Dr., Canfield, Ohio 44406, Permanent Parcel Number 26-067-0-010.00-0, and

**WHEREAS**, the Cardinal Joint Fire District has determined and advised the Board of Trustees that the condition of the property described herein is insecure, unsafe, or structurally defective.

**WHEREAS**, the Board of Trustees has now determined that it is necessary to provide for the removal of the building or structure located at 4055 Fairway Dr., Canfield, Ohio 44406, Permanent Parcel Number 26-067-0-010.00-0.

**THEREFORE, BE IT RESOLVED**, by the Board of Township Trustees of Canfield Township, by authority of Ohio Revised Code Section 505.86, that it is necessary to provide for the removal of the building or structure located at 4055 Fairway Dr., Canfield, Ohio 44406, Permanent Parcel Number 26-067-0-010.00-0;

**BE IT FURTHER RESOLVED**, that the party in interest thereof receive proper notice, at least thirty (30) days prior by certified mail, return receipt requested, and in accordance with Ohio Revised Code Section 505.86, of the intention to remedy said matter through the removal thereof, and the intention to collect the total costs in accordance with the method prescribed in Ohio Revised Code Section 505.86, which includes directing the fiscal officer of the township to certify the total costs, together with a proper description of the of the lands to the county auditor who shall place the costs upon the tax duplicate and will be a lien upon the lands from and after the date of entry. Further, a civil action to recover said costs may be commenced.

**BE IT FURTHER RESOLVED**, that if the party in interest(s) address is unknown and cannot reasonably be obtained, such notice shall be published once in a newspaper of general circulation in the Township.

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Mr. Governor seconded the motion. Discussion: There are documented violations regarding this property beginning in 2012 including: in-ground swimming pool complaints filed with the Mahoning County Health Department which resulted in the pool being condemned. Every attempt has been taken to contact the owner regarding the condition of the property and necessary actions with the Zoning Department sending approximately 25 letters, both certified and USPS, to at least four different known addresses over the last eight years. Roll Call: Mr. Paloski, yes; Mr. Governor, yes; Mrs. Cartwright, yes. Motion carried 3 to 0 and, thereupon, the votes in favor of the Resolution are recorded and adopted by the Board of Township Trustees of Canfield.

## RESOLUTION 2022-01-25-26

### Declare Miscellaneous Equipment

Mr. Governor moved to declare the following inventory as salvage.

#### Computer/Equipment:

- HP Pavilion G Series laptop X16-96072
- Pace DC60XU Digital transport adapter
- Cyber power surge protector
- 2 Dell speakers

#### Routers

- My Net N600
- Lnksys 2.4ghz

#### Video Recorders/Camera

- Panasonic Digital VHS Recorder w/bag and charger
- Vivitar video camera stand
- Pentax camera w/Olympus storage bag, charger extra battery
- Sony camera w/storage bag and charger
- Sony Handycam JDR XC 405 video recorder
- Vivitar video camera stand

#### Phones

- Perigee desk phone
- Verizon LG slide phone
- Banker's box misc. phone cords

#### Miscellaneous

- Keurig coffee machine
- 2 adjustable shelves and desk drawer accessories
- 9 window blinds
- 2 green cloth armchairs

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

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## **RESOLUTION 2022-01-25-27**

### **1-Ton Truck Purchase**

Mrs. Cartwright moved to approve the purchase of a 2021 Ford F550 1-ton Truck at a total cost not to exceed \$88,550.00 which is at state purchase price from Allstate Ford of Youngstown, Ohio. The funds will come from line #1000-760-790-0000 Capital Outlay. This includes a Ford 3-year 36,000-mile truck warranty, 100,000 miles on the engine and 60 months on the powertrain. Additionally, a radio, running boards, lettering, extra lights, and OSHA safety items will come from the same fund not to exceed \$3,000. Mr. Governor seconded the motion. Discussion: Allstate Ford of Youngstown will be accepting the Township's 2008 Ford F350 as a trade-in at a value of \$7,500. Roll Call: Mr. Paloski, yes; Mr. Governor, yes; Mrs. Cartwright, yes. Motion carried 3 to 0.

## **RESOLUTION 2021-01-25-28**

### **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; Mrs. Cartwright, yes. Motioned carried 3 to 0.

## **RESOLUTION 2022-01-25-29**

### **Full Time Zoning Inspector Position**

Mrs. Cartwright moved to offer the position of full-time zoning inspector to Traci DeCapua who has been the part-time zoning inspector since February 2017 and performed at the highest level of professionalism, with the Township experiencing an increase in zoning the Trustees have offered Mrs. DeCapua a full-time position. She will earn \$20.55 per hour with 80 hours of vacation and holiday pay, as well as 48 hours of sick time in accordance with the Township's Employee Manual. Mr. Governor seconded the Motion. Discussion: The Trustees gave Mrs. DeCapua time for her almost 5 years of part-time employment and granted her vacation time without waiting for the completion of a year of employment. As a part-time Union bargaining employee, she was paid \$18.75, however under the newly negotiated Union Contract effective January 1, 2022 no employee of the Zoning Department will be a member of the union. Roll Call: Mr. Paloski, yes; Mr. Governor, yes; Mrs. Cartwright, yes. Motion carried 3 to 0.

## **RESOLUTION 2022-01-25-30**

### **Compensation of the Township Administrator/Road Superintendent**

Mrs. Cartwright moved to increase the Township Administrator/Road Superintendent's salary from \$65,000 per year to \$72,000 per year effective with the second pay period of 2022. Mr. Governor seconded the Motion. Roll Call: Mr. Paloski, yes; Mr. Governor, yes; Mrs. Cartwright, yes. Motion carried 3 to 0.

## **RESOLUTION 2021-01-25-31**

### **Compensation of the Administrative Assistant to the Trustees**

Mrs. Cartwright moved to increase the Administrative Assistant to the Trustees hourly wage from \$15.75 to \$16.85 per hour effective with the second pay period of January 2022. Mr.

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

**Trustee Comments:** Mr. Paloski informed the Board the Cardinal Joint Fire District passed a resolution to put a 1.63 mil levy on the May ballot, the monies will be used for salaries and additional crews; and voted to raise full-time entry level Firefighter's salaries from \$13.00 to \$17.00 an hour.

Mr. Paloski suggested that the remainder of the Township's COVID masks be made available to Canfield Schools for events if needed. The Board agreed.

**Next Meeting Date(s):** The Board will have regular meetings on January 25 at 6:00pm and February 8 at 7:00pm. These meetings are scheduled to be in person at the Township Hall and will be advertised appropriately.

## RESOLUTION 2022-01-25-32

### Executive Session

In accordance with ORC 121.22 Mr. Governor moved to adjourn into executive session at 9:13 pm specifically for exception: G (1) To consider the compensation of a public employee(s). Mr. Paloski 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 9:35pm.

### ADJOURNMENT:

With no further business before the Board, Chairman Governor adjourned the meeting at 9:42pm.

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Mr. Brian W. Governor, Chairman

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Mr. Joseph N. Paloski, Trustee

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Mrs. Marie Izzo Cartwright, Vice-Chairman

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Mrs. Denise M. Joseph, Fiscal Officer

Minutes prepared by:

Cindy Williams

*Administrative Assistant to the Board of Trustees*

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