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# RECORD OF PROCEEDINGS

MINUTES OF THE

BOARD OF CANFIELD TOWNSHIP TRUSTEES

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

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Canfield Township Trustees held a regular meeting in the Canfield Township Hall on Tuesday, March 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

The Board recognized Wayne Carkido of 7416 S. Palmyra who questioned where the sanitary lines will run on Palmyra Rd. south of Millennial Moments. Mrs. Cartwright stated in the Millennial Moments Agreement the sanitary lines will be run behind the houses that will be built facing Palmyra Rd., after that it depends on where the lines are placed. In the Red Gate Annexation Agreement residents would be able to tie in without being annexed into the City, however they wouldn't need to do that unless their wells failed, however if they are required by the State to tie in, the Township Agreement cannot supersede State requirements.

## 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 and Township Administrator/Road Superintendent Keith Rogers.

**MINUTES:** Chairman Governor moved to approve the regular meeting minutes of January 25, February 8 and 22; special meeting February 8 and public hearing February 22, 2022. The minutes with suggested changes were incorporated and accepted.

**ADMINISTRATOR/ROAD SUPERINTENDENT REPORT:** Mr. Rogers stated the Township should be following the Best Management Practices guidelines set for single family residential lots within a development from the Mahoning County Engineer's Office and Mahoning County Soil and Water. These guidelines would implement sediment controls, curb cuts, construction driveways and inlet protection to prevent debris from getting into the storm sewers all this would need to be in place before permits are issued. The Township is following zoning rules now, however this would take it one step further; a motion will be drafted for the next meeting.

Mrs. Cartwright commented from the meeting this morning with Mahoning County Engineer's, Pat Ginnetti presented the County roads that will be paved as result of the sales tax collected beginning in April. Mrs. Cartwright suggested Mr. Rogers and Assistant Public Works Maintenance Foreman Bob Burkett, discuss the Township roads in need of paving and in close proximity to County roads

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being paved; therefore the Township could bid out the paving with the County or have the County bid it out for the Township which could result in a better price.

**Public Works Report:** No discussion.

**ZONING REPORT:** No discussion.

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

**FISCAL OFFICER REPORT:** Mr. Governor stated that most of the Township investments will be due this year and Mrs. Joseph suggested possibly moving monies into Star Ohio; the Board will discuss this further at the budget meeting this Friday.

There is a motion this evening for the lease-purchase of a 2023 International truck through Republic First National. The Board will rescind the original motion.

Mrs. Joseph updated the Public Records Request Policy (last update 2007); the Township is following the example from Mahoning County Prosecutor's Office, a resolution is presented this evening.

The Board discussed the Mailbox resolution and decided to raise the repair cost to up to \$50, which would cover the standard mailbox and 4x4 post; an updated policy will be presented at the next meeting.

Mrs. Joseph received a procedure and petition for street lighting from the Prosecutor's Office which was forwarded to the developer who is in the process of obtaining street lights. The Prosecutor's Office is drafting a Street Lighting District policy which the Township will adopt at a future meeting.

*The Board discussed and agreed no hearing was necessary regarding the liquor license for R46, LLC which is replacing the Phoenix Fire Grill and Bar.*

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

**Discussion:** The Board is going to purchase the 10% overage for salt from *Cargill* per the agreement.

**Correspondence/Other:** Trustees' signatures: Cemetery Deed for James L. Williams lot #507 and letters in regard to the Red Gate Annexation Agreement between the City of Canfield and the Township prepared by the Township's attorney and addressed to the City Manager and President of Council with copies to the School Superintendent and Board of Education President.

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**Old Business/Motions/Resolutions:**

**MOTION 2022-10**

**TO RESCIND RESOLUTION 2021-02-09-35**

**2022 Plow Truck Financing**

Mrs. Cartwright moved to rescind resolution 2021-02-09-35 Mr. Governor seconded the motion. Roll Call: Mr. Paloski, yes; Mr. Governor, yes; Mrs. Cartwright, yes. Motion carried 3 to 0

**New Business / Motions / Resolutions:**

**MOTION 2022-11**

**Township's Community Park Fertilization Contract**

Mrs. Cartwright moved to accept the best low qualified bid for the fertilization maintenance from Cross Brothers Landscaping for \$ 1,800.00 per treatment for the Township Community Park located on the South side of Herbert Road for the year 2022. The Fertilization contract reads three applications for common areas plus two applications of all athletic fields for a total not to exceed \$5,400.00. The funds will come from the General Fund- Contracted Park Services. Mr. Governor seconded the motion. Discussion: Canfield Soccer Club as per contract will fertilize all athletic fields (3) times this season. Roll Call: Mr. Paloski, yes; Mr. Governor, yes; Mrs. Cartwright, yes. Motion carried 3 to 0.

**MOTION 2022-12**

**Township's Community Park Maintenance Contract**

Mr. Paloski moved to accept the best low qualified bid for the Township Community Park lawn mowing maintenance from Easton Lawn Service for the area included in the bid package noted as Area #1 located on the South side of Herbert Road at a cost of \$ 199.00 per cut. Area #1 30 cuts at \$199.00 Total of Contract - not to exceed \$5,970.00. Mr. Governor seconded the motion. Discussion: The funds for this work will come from the General Fund – Contracted Park Services. Mr. Governor seconded the motion. Roll Call: Mr. Paloski, yes; Mr. Governor, yes; Mrs. Cartwright, yes. Motion carried 3 to 0.

**MOTION 2022-13**

**Mailbox Policy**

Mrs. Cartwright moved to approve the standardization of costs associated with mailbox repair and or replacement and change the policy of Canfield Township to: (1) The Public Works Department will make an attempt to repair the existing mailbox, the cost of the repairs not to exceed \$50.00. If the existing mailbox cannot be repaired, (2) the Township will replace it with a standard 4x4 post and standard mailbox not to exceed \$50.00. In the event the homeowner wishes to replace the existing mailbox with something different: (3) once installed the resident can submit a copy of the invoice and the Township will issue a check up to \$50.00. Mr. Governor seconded the motion. Roll Call: Mr. Paloski, yes; Mr. Governor, yes; Mrs. Cartwright, yes. Motion carried 3 to 0.

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### MOTION 2022-14

#### Public Records Request Policy

Mrs. Cartwright moved to adopt Resolution #2022-03-08-34 Public Records Request Policy as attached. Mr. Governor seconded the motion. Roll Call: Mr. Paloski, yes; Mr. Governor, yes; Mrs. Cartwright, yes. Motion carried 3 to 0.

### MOTION 2022-15

#### Lease to Purchase Truck Agreement

Mrs. Cartwright moved to enter into a Lease-Purchase Agreement with Republic First National for the lease-purchase of a 2022 International truck at a total cost of \$147,811.52 which includes a trade-in of \$7,500. Additional costs up to \$300 will be incurred for an Attorney's Opinion Letter. Mr. Governor seconded the motion. Roll Call: Mr. Paloski, yes; Mr. Governor, yes; Mrs. Cartwright, yes. Motion carried 3 to 0.

### MOTION 2022-16

#### Warrants & Electronic Payments

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

**Discussion:** Mr. Governor stated there is a Millennial Moments JEDD Board meeting at the City on Wednesday, March 17 at 9:00am; and a Board of Health District Advisory Council meeting on Thursday, March 10 at 7:00pm at the Township Hall; Mr. Governor will be in attendance at both.

Mrs. Cartwright stated a Canfield Community JEDD Board meeting will take place Wednesday, March 16, at 3:00pm at Canfield City Hall in Council Chambers.

Mrs. Cartwright spoke with Lou Vega, Director of the Green Team, who is asking for suggestions on where to relocate the recycle bins currently at the Millcreek MetroParks Farm. He would like to keep it in Canfield Township since it is the third most active recycling site in Mahoning County.

**Next Meeting Date(s):** The Board will have regular meetings on March 22 and April 12, 2022 at 7:00pm and a special meeting March 11 at 9:00am. These meetings are scheduled to be in person at the Township Hall and will be advertised appropriately.

### MOTION 2022-17

#### Executive Session

In accordance with ORC 121.22 Mr. Governor moved to adjourn into executive session at 7:50 pm specifically for exception: G (1) To consider the appointment, dismissal, discipline, promotion, demotion, or 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 8:32pm.

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## MOTION 2022-18

### Full-Time Public Works Maintenance Worker

Mr. Governor moved to offer the position of Full-Time Public Works Maintenance Worker to Jonathan Dunn, in accordance with the terms and pay scale of the agreement between Canfield Township and the International Brotherhood of Teamsters Local 377 dated January 1, 2022. The start date will be immediately based on passing the required drug test and background check. Mr. Paloski seconded the motion. Roll Call: Mr. Paloski, yes; Mr. Governor, yes; Mrs. Cartwright, yes. Motion carried 3 to 0.

## ADJOURNMENT:

With no further business before the Board, Chairman Governor adjourned the meeting at 8:38pm.

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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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