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# RECORD OF PROCEEDINGS

MINUTES OF THE

## BOARD OF CANFIELD TOWNSHIP TRUSTEES

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Meeting held on April 11, 2023 at 7:00 P.M.

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Canfield Township Trustees held a regular meeting in the Canfield Township Hall on Tuesday, April 11, 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.*

### 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 Zoning Inspector Traci DeCapua.

### PUBLIC PRESENTATION

The Board recognized Major Jeff Allen, Mahoning County Sheriff's Department, to present the Township's quarterly patrol report; and there was some discussion on the Flock cameras.

**MINUTES:** Chairman Governor moved to approve the regular meeting minutes of March 14 & 28; and the budget meeting minutes of March 22, 2023. These minutes with suggested changes were incorporated and accepted.

**ADMINISTRATOR/ROAD SUPERINTENDENT REPORT:** Mr. Rogers stated as of today there is approximately 1,504 ton of salt in the dome; and after discussion with Assistant Public Works Maintenance Foreman Bob Burkett, the recommendation for the 2024 salt order is 653 ton; 600 ton for the Township and 53 ton for Canfield Schools since they still have 147 ton in the dome. The ODOT Salt Agreement is due by May 1, 2023; the school contract will be reviewed by the Mahoning County Prosecutors. A motion will be on the agenda for the next Trustees meeting.

Mr. Rogers stated Streetsweeping is scheduled to begin April 24, 2023; a list of roads to be swept has been given to the vendor.

Mr. Rogers is looking into an Ohio Bureau of Workers' Compensation (OBWC) safety grant. The program offers \$3 for every \$1 the Township contributes to a maximum of \$40,000 every three years; looking at a gas-powered sign post pounder. He is also working on The Safe Streets and Roads for All Grant for Summit Road.

**ABC Water District:** The ABC Water and Stormwater District will meet at the Township Hall to sign the water agreement between Youngstown Water and the ABC District for potable water on April 13 at 2:00pm; a press release was issued and news media will be present.

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**Cornersburg Cemetery Update:** Mr. Governor stated that Cemetery Sexton Bob Burkett, suggested the first (4) items in Section (1) of the *Dean Hill Cemetery* Rules and Regulations be updated to reflect the *Cornersburg Cemetery*. The Board will review the suggestions and forward their comments to Mr. Rogers by this Friday so it can be submitted to the Mahoning County Prosecutors office for review.

**Township Park:** Mrs. Joseph stated there is a Port-A-Potty Agreement with United Site Services that was reviewed by the Prosecutor's office and is ready for signature. The Board agreed that Mr. Rogers could sign the agreement. Mulch has been delivered and will be dispersed this Friday.

**Public Works Report:** Mr. Governor complemented the Public Works Department on the fantastic clean-up work after the back-to-back weekend storms. Mrs. Joseph also commended the three public works employees on the outstanding job performed to clean up the whole Township during the severe storms.

After interviewing candidates for the full-time Public Works position Mr. Governor suggested that the Township continue to advertise for a few more weeks and the Trustees agreed to do so.

**ZONING REPORT:** Mrs. DeCapua updated the Board concerning Dorado Beach stating the demolition of the foundation is complete; however, the property is still in litigation.

Mrs. Cartwright is supportive in moving forward with the ZoneCo. motion stating the next steps are modules 2 and 3. This mirrors the Canfield Land Use Plan, which addresses the current needs of the community and closes loopholes in regulations that exist in the Township's Zoning Resolutions. The Board had further discussion stating that at previous meetings there was some concern for the cost and the possible need of retaining bids because of the amount; an opinion was sought and received from the Mahoning County Prosecutors stating receiving bids was not legally required.

Mrs. Joseph stated there is concern from the Fiscal Office regarding the high costs for completing modules 2 and 3 and not obtaining additional bids for those modules. A concern of transparency and following best practices during the process, from 2022 to present as it relates to the expense of updating the Zoning Resolution, was stated by Fiscal Officer Joseph.

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

**FISCAL OFFICER REPORT:** Mrs. Joseph stated the remote deposit capture machine that Administrative Assistant Cindy Williams uses to deposit checks is rolling out a new system in conjunction with Farmers Bank and a new agreement needs to be signed; Mrs. Williams will be participating in this update scanner install. There is a Master Treasury Services Agreement to be signed which the Township signs every couple of years.

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There are January, February and March month end reports along with payroll reports that need signatures. The month end reports are to be signed timely per Fiscal Officer Joseph.

**Correspondence/Other:** The Board discussed the annual Regional Chamber Dues invoice. The dues went up 62% from last year. The amount to be paid will be \$435. This will be processed electronically.

**Old Business / Motions / Resolutions:**

**Amended MOTION 2023-48**

**Purchase of 1-Ton Truck**

Mr. Governor moved to approve the purchase of a 2023 Ford F-550 stock number X5H cab and chassis along with a 2023 Stainless Steel Galion Dump Body and Western Pro Plus Angling 9' Plow and complete upfit kit as quoted by Cross Truck Equipment Co. Inc. at a total cost not to exceed \$87,500 which is at state purchase price from Tri State Ford of East Liverpool, Ohio. **In addition, \$1,500 is being included for necessary lettering, lights and radio.** The funds will come from line #2231-760-750-0000 **Motor Vehicles (permissive fund)**. This motion includes the trade-in of the Township's 2019 Ford F-250 with plow for \$36,500 which is more than the Township has invested in the truck. Mr. Paloski seconded the motion. Discussion: There was a letter of intent motion that was passed on December 13, 2022 to hold the position for the production of the truck Cab and Chassis not to exceed \$75,000 at state purchase price. There would be one Purchase order and payment to Tri State Ford of East Liverpool, Ohio for the truck, dump body and the plow. Mrs. Cartwright stated she was voting based upon the recommendation of the Township Administrator and Assistant Public Works Maintenance Foreman, however she doesn't expect a request for more trucks in the near future. Roll Call: Mr. Paloski, yes; Mr. Governor, yes; Mrs. Cartwright, yes.

**Original 3-14-2023 MOTION 2023-40**

**Purchase of 1-Ton Truck**

Mr. Governor moved to approve the purchase of a 2023 Ford F-550 stock number X5H cab and chassis along with a 2023 Stainless Steel Galion Dump Body and Western Pro Plus Angling 9' Plow and complete upfit kit as quoted by Cross Truck Equipment Co. Inc. at a total cost not to exceed \$87,500 which is at state purchase price from Tri State Ford of East Liverpool, Ohio. The funds will come from line #1000-760-790-0000 Other - Capital Outlay. Mr. Paloski seconded the motion. Discussion: There was a letter of intent motion that was passed on December 13, 2022 to hold the position for the production of the truck Cab and Chassis not to exceed \$75,000 at state purchase price. There would be one Purchase order and payment to Tri State Ford of East Liverpool, Ohio. This motion includes the trade-in of the Township's 2019 Ford F-250 with plow for \$36,500 which is more than the Township has invested in the truck. Mrs. Cartwright stated she was voting based upon the recommendation of the Township Administrator and Assistant Public Works Maintenance Foreman, however she doesn't expect a request for more trucks in the near future. Roll Call: Mr. Paloski, yes; Mr. Governor, yes; Mrs. Cartwright, yes. Motion carried 3 to 0.

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## **Amended MOTION 2023-49**

### **2023 Annual Permanent Appropriations**

Mr. Governor moved to approve the 2023 Annual Permanent Appropriations Resolution #2023-04-11-03. Total Appropriations **\$3,849,074.84**. Mr. Paloski seconded the motion. Roll Call: Mr. Paloski, yes; Mr. Governor, yes; Mrs. Cartwright, yes. Motion carried 3 to 0.

## **Original 3-28-2023 MOTION 2023-45**

### **2023 Annual Permanent Appropriations**

Mr. Governor moved to approve the 2023 Annual Permanent Appropriations Resolution #2023-03-28-02. Total Appropriations are \$3,863,574.84. Mr. Paloski seconded the motion. Roll Call: Mr. Paloski, yes; Mr. Governor, yes; Mrs. Cartwright, excused. Motion carried 2 to 0.

### **New Business / Motions / Resolutions:**

#### **MOTION 2023-50**

##### **ZoneCo Budget Proposal Modules 2 & 3**

Mrs. Cartwright moved to approve ZoneCo, LLC, based on the recommendation of the Zoning Commission, to complete Modules 2 & 3 of the Zoning Resolution update at a cost not to exceed \$67,550.00. Mr. Governor seconded the motion. Roll Call: Mr. Paloski, yes; Mr. Governor, yes; Mrs. Cartwright, yes. Motion carried 3 to 0.

#### **MOTION 2023-51**

##### **Fourth of July Parade**

Mr. Governor moved to approve a \$4,000 donation to the 4th of July Parade Committee. This contribution will come from the General Fund - Contribution to Other Organizations. Mrs. Cartwright seconded the motion. Roll Call: Mr. Paloski, yes; Mr. Governor, yes; Mrs. Cartwright, yes. Motion carried 3 to 0.

#### **MOTION 2023-52**

##### **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. Motion carried 3 to 0.

**Trustee Comments:** The Board will have a special meeting on Monday, April 24 at 8:30am for the annual employee review.

Civic Day is Friday, May 12, 2023.

Summer Meeting schedule will be the second Tuesday of the month ~ June, July, August and September; with additional meetings as necessary.

Township Facebook page ~ Board will have further discussion.

Photos for the Township Hall are ready for framing.

Webex ~ the Board decided to cease using.

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**Next Meeting Date(s):** The Board will have a special meeting April 24 at 8:30am; and regular meetings April 25 and May 9, 2023 at 7:00pm. These meetings are scheduled to be in person at the Township Hall and will be advertised appropriately.

### ADJOURNMENT:

With no further business before the Board, Chairman Governor adjourned the meeting at 8:29pm.

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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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