
RECORD OF PROCEEDINGS

MINUTES OF THE

BOARD OF CANFIELD TOWNSHIP TRUSTEES

15

Meeting held on February 14, 2023 at 7:01 P.M.

Canfield Township Trustees held a regular meeting in the Canfield Township Hall on Tuesday, February 14, at 7:01pm. 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 was excused.

PUBLIC PRESENTATION

The Board recognized Roxanne and Robert Willison of 4400 S. Turner Rd, who own a vacant lot on S. Palmyra Road. The Willison's wanted to know if the Millennial Moments JEDD could be amended to allow vacant land to be tied into the sanitary and water lines that were provided for the JEDD, since it only provides for existing wells and homes on S. Palmyra to tie into these systems. They will attend the Millennial Moments JEDD Board meeting tomorrow, February 15, at Canfield City's offices to present their request.

MINUTES: No minutes to approve at this time.

ADMINISTRATOR/ROAD SUPERINTENDENT REPORT: Mr. Governor stated the Public Works Department is starting to clear debris at the *Cornersburg Cemetery*, which is in need of a lot of work. Mrs. Cartwright stated an excel spreadsheet was completed in 2016 listing plots at the *Cornersburg Cemetery*; this spreadsheet was shared with the Sexton Bob Burkett.

Mr. Governor updated the Board concerning the food license renewal for the Canfield Township Park multi-purpose building. Mrs. Joseph had questioned an invoice received for the food license renewal and contacted Cory Powell at the Mahoning County Board of Health. Mr. Powell stated in writing, the multi-purpose building at the Park is not required to have a license since no food or beverages are exchanged for money on Canfield Township Park Property. The Board instructed Administrative Assistant Cindy Williams to update the Park Rental form stating that "No food or beverages of any type can be exchanged for money on Canfield Township Park Property".

RECORD OF PROCEEDINGS

16

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Mrs. Joseph stated a combination lock was installed February 1 on the porta john at the Township Park. The Board decided at the January 24 meeting to have the porta john available from May 1st through October 31st; but will go on a month-by-month basis, weather permitting the rest of the year.

Public Works Report: The Board discussed street sweeping and whether to have the Public Works Department or Everbrite complete this project. The Board selected Everbrite to do the job this year even though there is a cost difference of about \$5,000. The Board agreed the Public Works Department could use their time more efficiently on other projects. Mrs. Joseph disagreed with the Board regarding the use of the Public Works time for this project versus the savings to the Township, which she believes is more important.

The Board further discussed the purchase request of the Public Works Department for a riding mower and trailer, citing the necessity due to the additional work related to the Cornersburg Cemetery. The Trustees decided to approve these purchases and will include them in tonight's motions.

The Board mentioned the possibility of purchasing a 1-ton dump truck; and will have further discussion at the next Trustees meeting

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

FISCAL OFFICER REPORT: Mrs. Joseph stated checks are ready for signatures; a payment listing can be signed at the second meeting of the month; 2022 year is closed; reports are on Google drive; and there is a motion for tonight's meeting to transfer money into the road department.

Correspondence/Other: A resignation letter was received from a Public Works Department employee; the exit interview is scheduled for February 17, 2023.

A letter was received from the War Vet Museum requesting a donation of \$950 for the 2023 Memorial Day Plaque; the Board agreed to the budgeted amount of \$800. A motion will be on the next Trustees meeting taking place February 28.

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

New Business / Motions / Resolutions:

MOTION 2023-23

Resignation of a Public Employee

Mr. Paloski moved to accept the resignation of a Public Works Department employee, Lee Bowman effective February 17, 2023 at 4pm. Mr. Governor seconded the motion. Discussion: Mr. Governor will conduct the exit interview; and the CDL reimbursement was discussed with Mr. Burkett. Roll Call: Mr. Paloski, yes; Mr. Governor, yes; Mrs. Cartwright, yes. Motion carried 3 to 0.

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17

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MOTION 2023-24 **2023 Street Sweeping**

Mrs. Cartwright moved to approve Everbrite Power Sweeping and Paving to supply all equipment to perform the street sweeping on all curbed streets in the Township at a cost of \$12,275.00 which will include the analytical testing of the debris material. The debris removal will be invoiced on a per load basis not to exceed 4 loads at a cost not to exceed \$3,400.00 for a total not to exceed \$15,675.00. Mr. Governor seconded the motion. Discussion: The funds for this project will come from #2141-330-323-0000 Repairs and Maintenance and will be submitted to the ABC Water District for full reimbursement. Roll Call: Mr. Paloski, yes; Mr. Governor, yes; Mrs. Cartwright, yes. Motion carried 3 to 0.

MOTION 2023-25 **Transfer from the General Fund to the Road Fund**

Mr. Paloski moved to approve transferring from the General Fund appropriation line #1000-910-910-0000 (Transfer Out) a total of \$50,000 to the Road Fund revenue line #2141-931-0000 (Transfer In). Mr. Governor seconded the motion. Discussion: This transfer is being done at the request of the Fiscal Officer to cover payroll and road expenditures in the Road Fund. Roll Call: Mr. Paloski, yes; Mr. Governor, yes; Mrs. Cartwright, yes. Motion carried 3 to 0.

MOTION 2023-26 **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.

MOTION 2023-27 **Purchase of a Lawn Mower**

Mr. Governor moved to approve the purchase of a SCAG Tiger Cat II 61" Kawasaki EFI lawn mower from Hilltop Lawn and Garden for the public works department at a cost of \$9,996.00. This is Sourcewell contract pricing. The Funds will come line #2141-760-740-0000 Machinery and Equipment. Mrs. Cartwright seconded the motion. Roll Call: Mr. Paloski, yes; Mr. Governor, yes; Mrs. Cartwright, yes. Motion carried 3 to 0.

MOTION 2023-28 **Purchase of an Enclosed Trailer**

Mr. Governor moved to approve the purchase of a 2022 American Hauler model #NH8516TA3 from Leonard Truck and Trailer for the public works department at a cost of \$15,592.00. The Funds will come line #2141-760-740-0000 Machinery and Equipment. Mrs. Cartwright seconded the motion. Roll Call: Mr. Paloski, yes; Mr. Governor, abstain; Mrs. Cartwright, yes. Motion carried 2 to 0.

Trustee Comments: The Board will set a date for the annual employee reviews at the next Trustees meeting.

RECORD OF PROCEEDINGS

18

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Mr. Governor emailed the goal update and the current goal is to set a plan/date for the Fiscal Office document destruction. Mr. Paloski suggested YSU Honor students needing volunteer hours.

The Board also discussed moving forward with framing and hanging pictures in the Township Hall. Photos were printed and reviewed by the Board.

Meeting Dates(s):

The Millennial Moments JEDD Board meeting will take place at Canfield City Hall Wednesday, February 15, 2023 at 9:00am.

The Mahoning County Township Association meeting will take place at the Township Hall Thursday, February 16, 2023 at 7:00pm.

The annual Engineer's meeting will take place at McMahan Hall Thursday, February 22, 2023 at 9:00am.

The District Board of Health Advisory Council (DAC) meeting will take place at the Austintown Public Health Conference Room Friday, March 3, 2023 at 7:00pm.

Next Meeting Date(s): The Board will have regular meetings on February 28 and March 14, 2023 at 7:00pm. These meeting are scheduled to be in person at the Township Hall and will be advertised appropriately.

MOTION 2023-29

Executive Session

In accordance with ORC 121.22 Mr. Governor moved to adjourn into executive session at 8:28 pm specifically for exception: G (1) To consider the employment of 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 9:28pm.

ADJOURNMENT:

With no further business before the Board, Chairman Governor adjourned the meeting at 9:28pm.

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