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# RECORD OF PROCEEDINGS

MINUTES OF THE

BOARD OF CANFIELD TOWNSHIP TRUSTEES

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77

Meeting held on July 11, 2023 at 7:12 P.M.

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Canfield Township Trustees held a regular meeting in the Canfield Township Hall on Tuesday, July 11, 2023 at 7:12pm. 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 and Township Administrator/Road Superintendent Keith Rogers.

## PUBLIC PRESENTATION

The Board recognized and heard from some Mahoning County residents who live in Boardman and Canfield Township who voiced their opposition to the Mill Creek MetroParks Board's proposed deer culling. The residents discussed various opinions as to why they are not in favor of the deer hunt and one question was asked from Laurel Smith of 3640 McCarty Drive, if there was any curfew on using guns at night. Mrs. Cartwright stated according to Mahoning County the Township has no control on residents discharging their guns at any time and they are within their rights. Mr. Rogers stated that the Ohio Department of Natural Resources (ODNR) Hunting and Trapping book states if you have a written permission slip from a property owner, you can hunt on that property. Chairman Brian Governor made it clear that Canfield Township cannot regulate hunting in the Township.

**MINUTES:** Chairman Governor moved to approve the budget meeting minutes of June 6; and the regular meeting minutes of April 25 and June 13, 2023. These minutes with suggested changes were incorporated and accepted.

**ADMINISTRATOR/ROAD SUPERINTENDENT REPORT:** Mr. Rogers received a phone call from the USDA Wildlife Services asking permission to trap, vaccinate and release raccoons behind the salt dome on Messerly Road. The traps would be set in the woods and would not be anywhere near the recycling site. The Board has no issue with this request; Mr. Rogers will fill out the necessary paperwork to move forward.

Mr. Rogers received 2 quotes for the Pebble Beach culvert cleaning; he will be requesting additional quotes.

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78

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Mr. Rogers received traffic counts for the Villa Rosa 2024 OPWC Paving Program; Villa Rosa/775 cars per day and Montreale/250 cars per day; however, this does not qualify for any significance on the application.

The bid results for the Joint Paving Program with the City of Canfield and Poland Township were received today and the Township's portion is \$371,883.60; with this being under estimate the Township will look at adding another road to pave.

Mr. Rogers will speak with the contractor at the pre-con meeting that is yet to be scheduled.

The Board will have a special meeting to discuss future paving in the Township; and to select an engineer for 2023 Ohio Public Works Commission (OPWC) paving program this year.

The Board had discussion on possibly adding speed tables to Tyler Drive instead of stop signs. Mr. Rogers will get quotes for this project.

**ABC Water and Stormwater District:** The next meeting of the ABC District is Tuesday, July 18, 2023.

**Cornersburg Cemetery Update:** Mr. Rogers received 3 quotes for tree removal at the *Cornersburg Cemetery*. The quotes ranged from \$9,000 to \$23,000. There is a motion for tonight's meeting to move forward with the tree removal.

**Township Park:** Mr. Rogers met with a representative from OTARMA for the annual risk assessment; there were some recommendations.

The Board had further discussion on a possible Pickleball / tennis court at Township Park.

**Public Works Report:** Mr. Governor mentioned the Public Works Department began working in Villa Rosa in preparation for paving next year. The Board had some discussion on where the overtime monies would be taken from; a special budget meeting will be scheduled.

**ZONING REPORT:** No discussion.

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

**FISCAL OFFICER REPORT:** Mrs. Joseph stated the policy for OTARMA renewed on July 6, 2023; there is a grace period and the Board will make payment, but will review the policy if any changes need to be made.

The Board had a lengthy discussion concerning personnel files and the responsibility of onboarding paperwork for a new employee. Mrs. Cartwright stated that the Township

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---

79

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---

Administrator will be responsible for the Human Resource area moving forward and his job description and the Personnel Policy manual will be updated to reflect this.

**Correspondence/Other:** Mr. Governor commented on the Canfield Historical Society which is a 501(c)3. The Historical society is seeking a donation of \$4,000 to assist with the 4<sup>th</sup> of July parade that the Canfield 4<sup>th</sup> of July Committee sponsors. The Mahoning County Prosecutor's Office stated per the Ohio Revised Code that a resolution stating a specific community purpose is required before the township makes a donation. This will be prepared for next season's celebration.

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

## MOTION 2023-83

### Nuisance Property

Mrs. Cartwright moved to adopt Resolution #2023-07-11-09 Declare Nuisance Properties: **4055 Fairway Drive** parcel #26-067-0-010.00-0, Lot 14; **3591 Leffingwell Road** Parcel No. 26-061-0-026.00-0, GL 23; **5625 S. Turner Road** Parcel No. 26-008-0-003.03, Lot Sec 4-5; **3649 McCarty Drive** Parcel No. 26-044-0-004.00-0, Lot 13 and **8051 Herbert Road** Parcel No. 26-004-0-006.00-0, GL 7 as a Public Nuisance under Ohio Revised Code 505.87 and order the required maintenance of said properties with all costs associated with the maintenance be submitted to the Mahoning County Auditor's Office and place a lien on the property. Mr. Governor seconded the motion. Roll Call: Mr. Paloski, yes; Mr. Governor, yes; Mrs. Cartwright, yes. Motion carried 3 to 0.

## MOTION 2023-84

### Cornersburg Cemetery - Tree Removal

Mr. Paloski moved to hire Baird's Tree Service to remove trees and stump as outlined on their proposal dated June 12, 2023 for the Cornersburg Cemetery, 3898 Tippecanoe Road at a cost not to exceed \$9,000.00. The funds will come from the Cemetery Expense line #2041-410-599-0000. Discussion: The price only includes the grinding of the largest tree stump. This was an unexpected expense that was not in the 2023 budget. Mrs. Cartwright seconded the motion. Roll Call: Mr. Paloski, yes; Mr. Governor, yes; Mrs. Cartwright, yes. Motion carried 3 to 0.

## MOTION 2023-85

### Approve Overtime for Public Works Department in Villa Rosa

Mrs. Cartwright moved to approve overtime not to exceed \$22,000.00 for the public works department to prepare catch basins and crossovers in Villa Rosa in preparation for the 2024 paving program. Mr. Governor seconded the motion. Discussion: The Township will seek reimbursement from the ABC Water and Stormwater District for all regular labor hours, materials and equipment in 2023. Roll Call: Mr. Paloski, yes; Mr. Governor, yes; Mrs. Cartwright, yes. Motion carried 3 to 0.

## MOTION 2023-(Tabled)

### 2023 Ohio Public Works Commission Application

\_\_\_\_\_ moved to approve CT Consultants, Inc. as the engineering firm that will provide all the required services for the 2023 OPWC grant process. Services include; application, bid documentation, bidding process and construction administration at a cost not to exceed \$\_\_\_\_\_. \_\_\_\_\_ seconded

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80

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the motion. Discussion: The Township Administrator will work with the engineer through this process. Roll Call: Mr. Paloski, \_\_\_\_; Mr. Governor, \_\_\_\_; Mrs. Cartwright, \_\_\_\_.

### **MOTION 2023-86**

#### **Appointment to Zoning Commission**

Mr. Paloski moved to appoint Andrea Groubert to a five-year term beginning July 11, 2023 and ending December 31, 2028. Mr. Governor seconded the motion. This will be an alternate position at the request of the Zoning Commission. Roll Call: Mr. Paloski, yes; Mr. Governor, yes; Mrs. Cartwright, yes. Motion carried 3 to 0.

### **MOTION 2023-87**

#### **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:** Mrs. Cartwright mentioned that Mr. Rogers emailed Mr. Governor and Mrs. Joseph the Ohio Public Works Commission (OPWC) information. The Chairman and Fiscal Officer are required to sign off on the Joint Paving Project in the Workwise portal through the OPWC.

Mr. Paloski received an email from a Township resident on Mercedes Place; in turn forwarded to the Board. The Township resident asks yearly about installing a sound wall. Mr. Paloski would like to email the Ohio Turnpike and Infrastructure Commission Board member Guy Coviello to see if there is a possible solution.

The Board scheduled a special meeting on July 18, 2023 at 5:00pm; specifically for budget and OPWC.

**Next Meeting Date(s):** The Board will have regular meetings August 8 and September 12, 2023 at 7:00pm. These meetings are scheduled to be in person at the Township Hall and will be advertised appropriately.

### **MOTION 2023-88**

#### **Executive Session**

In accordance with ORC 121.22 Mr. Governor moved to adjourn into executive session at 9:01 pm specifically for exception: G (6) Details relative to the security arrangements and emergency response protocols for a public body or a public office. 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 9:36 pm.

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81

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**ADJOURNMENT:**

With no further business before the Board, Chairman Governor adjourned the meeting at 9:36pm.

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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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82

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