
RECORD OF PROCEEDINGS

MINUTES OF THE

BOARD OF CANFIELD TOWNSHIP TRUSTEES

131

Meeting held on November 28, 2023 at 7:00 P.M.

Canfield Township Trustees held a regular meeting in the Canfield Township Hall on Tuesday, November 28, 2023 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 Assistant Public Works Maintenance Foreman and Cemetery Sexton Bob Burkett.

PUBLIC PRESENTATION

Chairman Governor stated that there was no one present for public presentation for this meeting, however any comment or suggestions can be made via mail by visiting www.canfieldtownship.org or if preferred the Trustees' and the Fiscal Officer contact numbers can be found there as well.

MINUTES: Chairman Governor moved to approve the special meeting minutes of October 24; the regular meeting minutes of October 24; and the budget meeting minutes of October 28, 2023. These minutes with suggested changes were incorporated and accepted.

ADMINISTRATOR/ROAD SUPERINTENDENT REPORT: Mr. Rogers stated at the last Trustees meeting a Township resident was concerned about speeding on Summit Road and asked if the road could be closed off or something else could be done. After contacting the Mahoning County Prosecutor's office and Bob Durbin of the Mahoning County Engineers office, Mr. Durbin stated the Township does not have enough road right of way to install a cul-de-sac or any type of turnaround and the only other option is to buy the buildable lots from the developer which are about \$70,000 apiece according to the Auditor. According to both entities it is not feasible to close off Summit Road.

Mrs. Cartwright questioned if it is possible to install a four-way stop on Langston Run. Mr. Rogers stated there is not enough traffic to justify a four-way stop; this needs to be confirmed by an engineer. The Board asked Mr. Rogers to search for a grant to widen Summit to bring it up to county specifications and install speed tables.

Mr. Rogers stated the engineer for Briarwood Drive is still working to complete the plans before the Township will know the overall cost of the project.

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Mr. Rogers stated the digital sign will be installed by the end of the year; discussion ensued on what to do with the old cabinet.

Mr. Rogers will follow-up on the Westington Drive tree removal.

ABC Water and Stormwater District: Mr. Rogers stated he had a meeting with members of the of the Youngstown Water Department on November 16 in which they are offering to install approximately 700 feet of waterline to complete a section on Turner Road as an alternate source of water supply that could end in a cost savings to the ABC District. The ABC District will need to run a third engineering water model at a cost of \$4,000; if the Board of Trustees approves. The Board and Mr. Rogers had a lengthy discussion.

Mr. Rogers stated that he will be meeting again on November 29 with the Youngstown Water Department and the engineering firm to coordinate the efforts.

Mr. Rogers inquired whether the Board wanted to move forward with the \$1,000,000 that was awarded from the Congressionally Directed Spending (CDS) which is being administered by the Army Corps of Engineers. Mr. Governor stated the grant is actually \$750,000 with a \$250,000 intergovernmental donation from the Township to ABC; the Township allocated \$325,000 for the initial phase of this project. Mrs. Joseph will contact legal counsel on permitted uses of the monies. Mr. Rogers will contact Albers and Albers on behalf of the ABC District.

Mr. Rogers stated the ABC District's legal counsel will allow the installation of the Pebble Beach access driveway since it will be gravel and not permanent; this will permit access to the storm sewer inlet structure to complete maintenance. The contractor stated installation on this access driveway will begin the week of November 21, 2023.

Cornersburg and Dean Hill Cemeteries: No discussion.

Township Park: No discussion.

Public Works Report: Mr. Burkett stated it was a record year for the annual leaf collection; 1,188 bags to date. The final pickup is the week after Thanksgiving.

The new truck should be completed by the end of this year; waiting on hydraulic parts.

The vactor truck is still at TSI Western Star with repairs so far totaling \$2,200. The Board advised Mr. Burkett to speak with someone in management concerning the warranty on the pump which was recently installed.

The PWD garage roof is leaking over the first bay; Mr. Rogers contacted contractors for quotes to get this repaired as soon as possible.

ZONING REPORT: No discussion.

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

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FISCAL OFFICER REPORT: Mrs. Joseph and Mr. Governor had a records retention meeting. There were two changes; audio/video recordings and cassettes will be maintained for a year then they can be destroyed.

Mrs. Joseph will submit the temporary revenue budget for 2024 to the Auditor of State for approval on Friday December 1, 2023; and will send the appropriations for 2023 at the end of December.

Purchased orders with zero balances were closed for 2023.

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

New Business / Motions / Resolutions:

MOTION 2023-131

Mahoning County Sheriff's Agreement

Mrs. Cartwright moved to enter into a contract between the Mahoning County Sheriff's Department and Canfield Township for police services. This is a three-year contract dated January 1, 2024 to December 31, 2026. The cost of the first two years of this contract January 1, 2024 through December 31, 2025 is \$325,000.08 per year or \$27,083.34 per month; the final year of the contract January 1, 2026 through December 31, 2026 is \$330,000.00 per year or \$27,500.00 per month. Mr. Governor seconded the Motion. Discussion: Mrs. Cartwright noted that upon the request of the Mahoning County Sheriff, the contract reflects the calendar year. We appreciate the working relationship we have with the Sheriff's Department and the service they provide. The Prosecutor's office reviewed the agreement so let the record show that the Board will sign the agreement this evening. Roll Call: Mr. Paloski, yes; Mr. Governor, yes; Mrs. Cartwright, yes. Motion carried 3 to 0.

MOTION 2023-132

Approve Updated Records Retention Schedule (Form RC-2)

Mr. Paloski moved to approve the Updated Records Retention Schedule dated November 28, 2023. Mr. Governor seconded the motion. Roll Call: Mr. Paloski, yes; Mr. Governor, yes; Mrs. Cartwright, yes. Motion carried 3 to 0.

MOTION 2023-133

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: Mr. Governor stated the Lighting of Green will take place December 1, 2023 at 6:30pm.

The Mahoning County Township Association (MCTA) dinner is December 21, 2023.

The Township Christmas party will be Friday - December 15, 2023 at noon.

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Next Meeting Date(s): The Board will hold a budget meeting December 12 at 5:30pm followed by a regular meeting at 7:00pm; a regular meeting December 26, 2023 at 7:00pm; and the reorganizational and regular meeting on January 9, 2024 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 8:16pm.

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