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# RECORD OF PROCEEDINGS

MINUTES OF THE

## BOARD OF CANFIELD TOWNSHIP TRUSTEES

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Meeting held on March 12, 2024 at 7:01 P.M.

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Canfield Township Trustees held a regular meeting in the Canfield Township Hall on Tuesday, March 12, 2024, 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 and Assistant Public Works 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](http://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 regular meeting minutes of February 13 and 27; and the special meeting minutes of March 1, 2024. These minutes with suggested changes were incorporated and accepted.

**ADMINISTRATOR/ROAD SUPERINTENDENT REPORT:** Mr. Rogers stated he received the change order to the agreement from the Mahoning County Commissioners stating the scope of work was modified from the Digital Sign to include (4) new keyless entries and/or replacement of doors as needed; this includes the Township Hall, Public Works Garage, Fire Station III and Sheriff Sub-Station. The Board signed the change order. Mr. Rogers will also look into a ring doorbell for the entrance door to the Township Office, since the door will always be locked.

Mr. Rogers requested that Jeff Smith of the Mahoning County Engineer's Office drive Covington Cove to get his feedback on the d-cracks. Mr. Rogers, Mr. Burkett and a representative of Lindy Paving will meet onsite to discuss the d-cracks in the asphalt. Mr. Smith suggested the Trustees could consider crack sealing the asphalt, however it depends on the extent of the damage.

**Paving 2024:** The Board, after a lengthy discussion, tabled the motion on awarding the contract for the Briarwood Court Road Improvement Project. The different bid options and pricing were discussed and the decision will be made at the March 26, 2024 meeting.

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The Board reviewed the copy of the MOU with Mahoning County Commissioners, Mahoning County Engineer and Canfield Township Trustees to pave Timbercrest. Mr. Rogers stated the date for the pre-con meeting hasn't been scheduled yet.

The Board requested that the 2024 Paving Program go out to bid in April as long as the price is held until after the OPWC loan is available on July 1, 2024.

**ABC Water and Stormwater District:** Mr. Rogers stated that Cross Brothers Landscaping will perform the maintenance at Indian Run Detention area for 2024; summer mowing once a month as needed through the season.

Mr. Governor stated the Township has budgeted money towards the waterline project however, before any commitment is made from the Township to the ABC Water District, he would like the Trustees to see the scope of work. Mr. Rogers stated that he emailed a spreadsheet that breaks down the scope of work for each phase.

**Cornersburg and Dean Hill Cemeteries:** Mr. Burkett stated the proposal for paving Dean Hill was signed and returned to Blacktop Specialists. The Township is waiting for a start date.

The sign designating Cornersburg Cemetery will be installed by Mike Makes Signs. This company also installed the sign designating Dean Hill Cemetery.

Mr. Burkett recommended the removal of (3) trees at the Cornersburg Cemetery and he will obtain quotes to remove them. It was discussed that instead of putting up a fence this year, the necessary trees will be taken down and the fencing will be reviewed for next year's budget.

**Township Park:** Mr. Rogers stated copies of the playground safety checklist that was provided by OTARMA were given to Mr. Burkett and this will be completed twice a year.

Mr. Rogers received (3) quotes for grass cutting at the Township Park, (1) quote for fertilizing and (1) quote for nuisance properties.

The Park opening date will be after May 3, 2024 weather permitting.

**Public Works Report:** Mr. Burkett stated he received a quote from Southeastern Equipment for the rental of a street sweeper at approximately \$3,500 for the week starting at the end of April beginning of May, however there is no guarantee the Township will be able to get the street sweeper if it is not returned in time by a previous user. Mr. Burkett stated with the rental cost and wages of (2) employees the total would be approximately \$8,620 not including dumping/disposal fees, with the fees it would be about \$10,000. Everbrite quote is \$12,500 with dumping/disposal.

St. Andrews Court residents are requesting 25 mph speed limit signs; (2) signs will be installed at the cul-de-sac; as you enter and leave and (within 100' of the intersection). The Trustees will pass a motion at the next meeting to set the speed at 25 mph and the Public Works Department will install the signs.

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Adam-Eve Plumbing conducted the annual backflow tests at the Public Works Department and The Cardinal Joint Fire District's Station III on Messerly Road. The Fire Station failed the backflow test; however repairs were made and is now in compliance.

**ZONING REPORT:** No discussion.

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

**FISCAL OFFICER REPORT:** Mrs. Joseph asked about the FY24 Community Development Block Grant and if the Township can apply for this. Mrs. Cartwright stated the Township is not eligible for this grant, since it is based on income and even in the areas that might be eligible the residents' income exceeds the requirements

Mrs. Joseph received a phone call requesting (1) streetlight on Fawn Drive. She explained that the Board of Township Trustees can agree to install a light, at the Township's cost, if they have determined that the public safety or welfare requires that the road shall be lighted. The other option is that the homeowners would have to follow the petition process and the cost would be a special assessment on that street lighting district's residents' taxes. Mrs. Joseph will follow up with the resident and no further action was taken at this time.

Mrs. Joseph followed up with the Township's Ohio Bureau of Workers Compensation representative and found that the Township is not enrolled in the Safety Council for this year but can enroll for next year.

The Township subscribed to the Ohio Township Association (OTA) for unlimited training at a subscription cost of \$250 which was reimbursed by the Mahoning County Township Association. Mrs. Joseph requested that Bob Burkett and Cindy Williams be added as affiliate members through the Mahoning County Township Association (MCTA) at the April 1, 2024 renewal which will give them access to all trainings.

The Township has been informed by United Site Services that it will be increasing its fee but hasn't disclosed the new amount. It provides porta john service at the Township's Community Park.

Will set another date for cleaning upstairs, still more to go through.

**Correspondence/Other:** A liquor license for Plaza Azteca.  
Board will sign; no hearing requested.

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

### Old Business / Motions / Resolutions:

#### **MOTION 2024-36**

#### **Objection to Sherba Expedited Type 2 Annexation**

Mrs. Cartwright moved to approve by Resolution #2024-03-12-02 authorizing the Township's outside legal counsel to file an objection with the Mahoning County Commissioners for the

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Petition for the Expedited Type 2 Annexation, Sherba, PPN 26-011-0-014.00-0 in accordance with Ohio Revised Code. 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 2024-37

##### 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; Ms. Cartwright, yes. Motion carried 3 to 0.

#### MOTION 2024-TABLED

##### Briarwood Court Road Improvements Project

Mrs. Cartwright moved to approve the best low qualified bidder Kirila Contractors, Inc. of 505 Bedford Road SE, Brookfield Township, Ohio 44403 to supply all equipment and materials needed to perform Option A of the Briarwood Court Road Improvements Project at a cost not to exceed \$398,109. \_\_\_ seconded the motion. Discussion: Roll Call: Mr. Paloski, \_\_\_; Mr. Governor, \_\_\_; Mrs. Cartwright, \_\_\_.

**Trustee Comments:** Mr. Governor stated the (MCTA) Spring Dinner hosted by Beaver Township will be held at Drakes Landing Banquet Center on March 20, 2024; and the Board of Health will give its annual report to the District Advisory Council on March 21, 2024 at 6:30pm. The Canfield Township OTARMA renewal documents were emailed for comments; please look over the documents by March 22. OTARMA has requested the documents be returned by April 6, 2024.

Per Mr. Governor's request to speak with Attorney Jim Mathews regarding the Sherba Expedited Type 2 Annexation Mrs. Cartwright presented three possible meeting dates: Friday-March 15, Thursday-March 21, or Friday-March 22 all at 8:00 am.

The Trustees tentatively selected March 22, with the date being confirmed via email.

Mrs. Cartwright advised the Board that the Canfield Community JEDD Board meeting will take place Wednesday, March 20, at 3:00pm at Canfield City Hall in Council Chambers.

**Next Meeting Date(s):** The Board will hold regular meetings on March 26, April 9 & 23, 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 8:44pm.

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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

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Minutes prepared by:

Cindy Williams

*Administrative Assistant to the Board of Trustees*

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