
RECORD OF PROCEEDINGS

MINUTES OF THE

BOARD OF CANFIELD TOWNSHIP TRUSTEES

103

Meeting held on October 8, 2024 at 7:02 P.M.

Canfield Township Trustees held its regular meeting in the Canfield Township Hall on Tuesday, October 8, 2024 at 7:02pm. 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, 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 or if preferred the Trustees' and the Fiscal Officer contact numbers can be found there as well.

MINUTES: Chairman Governor moved to approve the public hearing and regular meeting minutes of August 13; and the budget meeting and regular meeting minutes of September 10, 2024. These minutes with suggested changes were incorporated and accepted.

ADMINISTRATOR/ROAD SUPERINTENDENT REPORT: Mr. Rogers stated the Township received 5 Requests for Qualifications (RFQs) from architectural firms for the Public Works Garage Expansion Project through the Congressional Directed Spending Grant (CDS). Mr. Rogers reviewed the RFQs and the next step will be for the Board to select one of the architectural firms to complete this project and once awarded the Township will meet with the firm and discuss the design, location and receive a cost estimate. The feasibility study will then be completed which is required by the CDS Grant. Mr. Rogers encouraged the Board to review these RFQs by the next meeting.

Mr. Rogers resubmitted the Cybersecurity grant for the Township to switch from .org to .gov; the Township requested \$5,000 and is waiting to hear if it has been awarded.

The Board discussed issues on Abbey Road; whether the construction drive will be paved, Phase IV has a rolled curb being installed, however in Phases I-III there is curb and gutter. Mr. Rogers addressed these issues with the developer. Mrs. Cartwright questioned the off-street parking. Mr. Rogers will look at the development to see how many off-street parking places were installed in Phases I-III.

RECORD OF PROCEEDINGS

104

MINUTES OF THE

BOARD OF CANFIELD TOWNSHIP TRUSTEES

Meeting held October 8, 2024 at 7:02 P.M.

Paving: The Board discussed the issues concerning Mission Hills and Chapel Hills; extra material was needed to complete the deficiency in the existing asphalt.

Villa Rosa – the grinding of Belle Terreno, Dorado Beach, Samuel Court and Marietta Court will be completed tomorrow.

2025 Ohio Public Works Commission (OPWC) regional significance points will be awarded on October 15, 2024.

ABC Water and Stormwater District: No discussion.

Cornersburg and Dean Hill Cemeteries: No discussion.

Township Park: The Board discussed the close date of November 1, 2024. The Fiscal Officer will budget for the rock wall replacement at the playground in 2025.

Public Works Report: Mr. Burkett stated Fox Den is close to being completed and the tree will be removed Thursday. A Township resident would like more speed tables installed on Tyler.

ZONING REPORT: No discussion.

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

FISCAL OFFICER REPORT: Mrs. Joseph stated there are delinquent taxes that the Township can pursue and shared the list with the Trustees that was given to her by Mannie at the Mahoning County Auditor's Office. The County does not have the resources to collect all of these taxes for all of the townships. She suggested looking at ways for Canfield Township to collect these past due real estate taxes.

Correspondence/Other: One set of Cemetery Deeds require the Trustees' signatures; Paul D. and Valerie J. Andrews lots #579 and #580.

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

Other: Mrs. Cartwright sent out suggested changes to the Policy Manual and asked the Board for any comments so they can be addressed, then a motion can be added to the next Trustees meeting of October 22 to accept these changes.

Mrs. Cartwright asked Robin Bell the Township's outside HR to look at the Township's current harassment forms and the discrimination/harassment policies. There are also multiple work from home policies that the Township can adopt, Ms. Bell is reviewing and will send her comments and suggestions which will be forwarded to the other Trustees.

New Business / Motions / Resolutions:

RECORD OF PROCEEDINGS

MINUTES OF THE

BOARD OF CANFIELD TOWNSHIP TRUSTEES

105

Meeting held on October 8, 2024 at 7:02 P.M.

MOTION 2024-110

2024 Leaf Pick-up Program

Mrs. Cartwright moved to approve the Public Works Department to conduct the 2024 Leaf Recycling Pick-up Program. The Township will use the same quadrant system as in years past using State Route 224 and State Route 46 to divide the quadrants. The collection dates for this year will be as follows: NW and NE quadrants: Tuesdays Oct. 15, Oct. 22, Oct. 29, Nov. 5, Nov. 12 Nov. 19 and Nov. 26; SE and SW quadrants: Thursdays Oct. 17, Oct. 24, Oct. 31, Nov. 7, Nov. 14, Nov. 21. The Township will provide (5) free bags per Township family and \$2.00 for each (5) thereafter. Bags can be acquired (with a valid Driver's License) at the Township Hall. Mr. Governor seconded the motion. Roll Call: Mr. Paloski, yes; Mr. Governor, yes; Mrs. Cartwright, yes. Motion carried 3 to 0.

MOTION 2024-111

Salt Agreement ~ Canfield Local Schools

Mr. Paloski moved to adopt **Resolution #2024-10-08-18** authorizing the Township to sell 31 tons of sodium chloride at a cost of \$1,459.48 to the Canfield Local School District for the 2024-2025 winter season. In addition, the school shall pay the Township \$36.97 per truck load for labor and equipment cost. Mr. Governor seconded the motion. Roll Call: Mr. Paloski, yes; Mr. Governor, yes; Mrs. Cartwright, yes. Motion carried 3 to 0.

MOTION 2024-112

Briarwood Court Road Improvement Project - Change Order

Mrs. Cartwright moved to accept the change order for partial depth pavement repair on the Briarwood Court Road Improvement Project at a cost not to exceed \$20,000. Mr. Governor seconded the motion. Discussion: Once the milling process was completed it was found to be necessary to have the partial depth repairs on the base course that measured 4 feet in width and 1,000 feet in length to assure the maximum useful life of the asphalt for this project. Roll Call: Mr. Paloski, yes; Mr. Governor, yes; Mrs. Cartwright, yes. Motion carried 3 to 0.

MOTION 2024-113

Extra Work for 4730 Messerly Road Demolition

Mr. Paloski moved to approve Gibbs Construction Inc., of 2975 North Salem Road, Warren to perform the extra work at the demolition project located at 4730 Messerly Road. The extra work will include the removal of a home fuel oil tank that contains heating oil, and 2 trees at a cost not to exceed \$2,600. Mr. Governor seconded the motion. Discussion: During the demolition of the house and garage, a home fuel oil tank was located in the basement of the main structure; and the removal of the 2 trees will be required since the root system of the trees will become unstable once the garage floor is removed, not removing the trees could result in possible damage to a neighboring structure. Roll Call: Mr. Paloski, yes; Mr. Governor, yes; Mrs. Cartwright, yes. Motion carried 3 to 0.

MOTION 2024-114

Abbey Rd. Phase IV Amendment II

Mrs. Cartwright moved to adopt **Resolution #2024-10-08-19** approving the request of KPZ, Inc., to amend the final development plan for Phase IV of the Planned Unit Development (PUD) of Abbey Rd.

RECORD OF PROCEEDINGS

106

MINUTES OF THE

BOARD OF CANFIELD TOWNSHIP TRUSTEES

Meeting held on October 8, 2024 at 7:02 P.M.

Mr. Governor seconded the motion. Roll Call: Mr. Paloski, yes; Mr. Governor, yes; Mrs. Cartwright, yes. Motion carried 3 to 0.

MOTION 2024-115

Zoning - Continuing Education Seminar

Mr. Governor moved to approve the continuing education request for the Canfield Township Zoning Commission and Board of Zoning Appeals in the amount of \$50 per attendee which is \$15 registration and \$35 meeting compensation paid at the end of the year. Mrs. Cartwright seconded the motion. Discussion: The money is currently coming into and made out to the Canfield Board of Trustees this will be accepted/deposited into the Township books as a separate line item, however all funds will be expensed and no money will be retained, Mrs. DeCapua will make sure all is allocated properly. However, any money leftover not used on expenses for this seminar the Township Board proposes it will send any unused funds to the Mahoning County Township Association for future use to run seminars instead of individual Townships. Roll Call: Mr. Paloski, yes; Mr. Governor, yes; Mrs. Cartwright, yes. Motion carried 3 to 0.

MOTION 2024-116

Trick-or-Treat / Halloween Hours

Mr. Paloski moved to approve Halloween Trick-or-Treat hours from 5:30pm to 7:30pm, Thursday ~ October 31, 2024. Mr. Governor seconded the motion. Roll Call: Mr. Paloski, yes; Mr. Governor, yes; Mrs. Cartwright, yes. Motion carried 3 to 0.

MOTION 2024-117

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, and being the Union representative, made the Board aware that union negotiations will begin soon since the contract ends at the end of this year. A meeting will be scheduled with the shop steward.

Mr. Governor stated a new Soccer Club Agreement is being drafted.

There is a Good Evening, Canfield scheduled for Thursday, October 17, 2024 from 5:00-7:00 pm at WayPoint 4180. Mr. Governor will give the presentation since Mrs. Cartwright cannot attend.

The Mahoning County Township Association Christmas Party will take place Wednesday ~ December 18, 2024 at The Tippecanoe Country Club. A Save the Date reminder will be sent to the Townships.

Mr. Governor along with Mr. Rogers attended a Millennial Moments JEDD Board meeting that took place at the City of Canfield. Mr. Amedia would like to install monument signs which will have to go through the zoning department.

RECORD OF PROCEEDINGS

MINUTES OF THE

BOARD OF CANFIELD TOWNSHIP TRUSTEES

107

Meeting held on October 8, 2024 at 7:02 P.M.

Mrs. Cartwright stated a Canfield Community JEDD Board meeting took place on September 18, 2024. The financials were reviewed from the City of Canfield.

Mr. Paloski stated Major Jeff Allen, Mahoning County Sheriff's Department, will present the Township's quarterly patrol report at the next Trustees meeting; and Mr. Paloski emailed the Cardinal Joint Fire District's September quarterly report.

Next Meeting Date(s): The Board will hold a regular meetings October 22 and November 12, 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 7:57pm.

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

RECORD OF PROCEEDINGS

108

MINUTES OF THE

BOARD OF CANFIELD TOWNSHIP TRUSTEES

Meeting held on October 8, 2024 at 7:02 P.M.
