

RECORD OF PROCEEDINGS

MINUTES OF THE

BOARD OF CANFIELD TOWNSHIP TRUSTEES

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Meeting held on September 10, 2024 at 7:00 P.M.

Canfield Township Trustees held its regular meeting in the Canfield Township Hall on Tuesday, September 10, 2024 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, Administrator/Road Superintendent Keith Rogers, Assistant Public Works Foreman and Cemetery Sexton Bob Burkett and Zoning Inspector Traci DeCapua.

PUBLIC PRESENTATION

The Board recognized Lynn Maro who is running for Mahoning County Prosecutor, she introduced herself and provided some background.

MINUTES: Chairman Governor stated there were no minutes to approve at this meeting.

ADMINISTRATOR/ROAD SUPERINTENDENT REPORT: Mr. Rogers stated the Cybersecurity grant is due by September 14, 2024 for the Township to switch from .org to .gov; the Board directed Mr. Rogers to move forward and complete the application.

Mr. Rogers asked the Board about moving forward on the one-time Strategic Community Investment Grant through the State of Ohio for \$750,000; 25% of this grant could be used to offset the Townships local share toward the Congressionally Directed Spending Grant. The Strategic Community Investment Grant is due by September 30, 2024.

Paving 2024: The Board discussed paving at the Budget meeting held prior to this meeting.

ABC Water and Stormwater District: The Board discussed projects at the Budget meeting held prior to this meeting.

Cornersburg and Dean Hill Cemeteries: No discussion.

Township Park: The Board discussed the Park at the Budget meeting held prior to this meeting.

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Public Works Report: Mr. Burkett suggested a right of way permit / or a contact list for any utility companies i.e. fiber optics; the Township can request contact information.

Mr. Burkett stated after speaking with Mr. Rogers about OPWC projects, if the Township is undertaking the regular paving program the Public Works Department can do 100% of the inspections. However, big projects such as Briarwood and Villa Rosa is too much for the Township crew. Mrs. Cartwright stated the vendor the Township is paying as an engineer should do the inspections. The Board was in agreement on this matter.

Mrs. Cartwright asked if the scrap which is taken to Southside Recycling from jobs completed by the Township or strewn upon the road could be donated to the Boy Scout groups. Mrs. Joseph stated deposits from Southside Recycling were \$341.00 in 2023.

ZONING REPORT: Mrs. DeCapua stated the demolition for the house on Messerly is scheduled for September 30, 2024.

There is a September 19, 2024 date for the opening of Aldi's.

There was further discussion on the possible closing of the first entrance into GetGo from State Route 224 onto Raccoon.

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

FISCAL OFFICER REPORT: Mrs. Joseph stated the SAMS (System for Award Management) registration was renewed. The Township received a refund of approximately \$6,000 in past real estate taxes after completing all DTE forms for properties that the Township should not have been paying real estate taxes. Quotes are being obtained for the shredding of the documents upstairs and this cleanup will be finished soon.

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

New Business / Motions / Resolutions:

MOTION 2024-96

Ohio EPA Phase II - Memorandum of Understanding

Mr. Paloski moved to enter into a Memorandum of Understanding (MOU) regarding the Ohio EPA Phase II Program in coordination with the Mahoning County Board of Commissioners for the continued implementation of the Ohio EPA mandated Phase II stormwater program. Mr. Governor seconded the motion. Discussion: The MOU is required to be updated per the 2024 program, audit conducted by the Ohio EPA. Roll Call: Mr. Paloski, yes; Mr. Governor, yes; Mrs. Cartwright, yes. Motion carried 3 to 0.

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MOTION 2024-97

Canfield Township Public Works Garage Expansion Project

Mrs. Cartwright moved to accept the \$263,000 grant appropriated from the Congressional Directed Spending for Canfield Township Public Works Garage Expansion Project administered by the United States Department of Agriculture (USDA). Mr. Governor seconded the motion. Roll Call: Mr. Paloski, yes; Mr. Governor, yes; Mrs. Cartwright, yes. Motion carried 3 to 0.

MOTION 2024-98

Canfield Township Public Works Garage Expansion Project - Signing Authorization

Mrs. Cartwright moved to approve Chairman Brian Governor to sign the Congressional Directed Spending Grant for the Canfield Township Public Works Garage Expansion Project documentation as it relates to the application, construction, and closing documents; and Fiscal Officer Denise Joseph to sign for all obligations, pay draw and change order documents for the Public Works Garage project. In the event the Fiscal Officer is unable to sign, Brian Governor will assume responsibility. Mr. Governor seconded the motion. Roll Call: Mr. Paloski, yes; Mr. Governor, yes; Mrs. Cartwright, yes. Motion carried 3 to 0.

MOTION 2024-99

Advertise for Request for Qualifications

Mr. Paloski moved to advertise in *The Vindicator, an edition of the Tribune Chronicle*, a Request For Qualifications (RFQs) for architectural firms for the Congressional Directed Spending Grant for the Public Works Garage Expansion. The ad will run on September 13 and September 23, 2024 at a cost not to exceed \$409.02. Mr. Governor seconded the motion. Roll Call: Mr. Paloski, yes; Mr. Governor, yes; Mrs. Cartwright, yes. Motion carried 3 to 0.

MOTION 2024-100

State of Ohio DotGov Migration Grant from CyberOhio

Mrs. Cartwright moved to approve applying for the State of Ohio DotGov Migration Grant of \$9,500 which would be used for expenses to change the Township's website from .org to .gov. Mr. Governor seconded the motion. Discussion: The grant deadline is September 16, 2024. Roll Call: Mr. Paloski, yes; Mr. Governor, yes; Mrs. Cartwright, yes. Motion carried 3 to 0.

MOTION 2024-101

ABC Project Reimbursement – Quaker Court

Mr. Paloski moved to request financial assistance from the ABC Water and Stormwater District for the Quaker Court Culvert Replacement Project for a total cost of \$5,540.75. Mr. Governor seconded the motion. Roll Call: Mr. Paloski, yes; Mr. Governor, yes; Mrs. Cartwright, yes. Motion carried 3 to 0.

MOTION 2024-102

Strategic Community Investment Grant Program

Mrs. Cartwright moved to approve applying for a second grant for the proposed Public Works Garage Expansion Project for \$750,000 to bridge the gap between the Congressional Directed Spending Grant and the cost of the expansion with the funds being provided by the one-time

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

MOTION 2024-103

Starwood Tree Service

Mr. Paloski moved to accept Starwood Tree Service of 1383 Shannon Road, Girard, Ohio as the best low qualified bid to perform all necessary work to remove (1) willow tree from the storm sewer easement in the Fox Den development at a cost not to exceed \$2,900. Mr. Governor seconded the motion. Discussion: The tree is located behind 1315 Fox Den Trail within the storm sewer easement. Roll Call: Mr. Paloski, yes; Mr. Governor, yes; Mrs. Cartwright, yes. Motion carried 3 to 0.

MOTION 2024-104

Ohio Township Administrators Network Forum

Mr. Paloski moved to approve the Township Administrator Keith Rogers to attend the 2024 Ohio Township Administrators Network (OTAN) Forum at the Ohio Township Association Office in Blacklick, Ohio on Friday, October 18, 2024 for continuing education. All expenses will follow the Township Travel policies. Mr. Governor seconded the motion. Roll Call: Mr. Paloski, yes; Mr. Governor, yes; Mrs. Cartwright, yes. Motion carried 3 to 0.

MOTION 2024-105

Nuisance Properties

Mrs. Cartwright moved to adopt **Resolution #2024-09-10-15** Declare Nuisance Properties: **4055 Fairway Drive** parcel **#26-067-0-010.00-0**, **Lot 14** as a Public Nuisance and **8051 Herbert Road** parcel **#26-004-0-006.00-0**, **Great Lot 7** as a Public Nuisance under Ohio Revised Code 505.87 and order the required abatement, control or removal of said nuisances with all costs associated with this action be submitted to the Mahoning County Auditor's Office and place a lien on the property. Mr. Governor seconded the motion. Discussion: The Board of Trustees of Canfield Township, Mahoning County adopted this Resolution on September 10, 2024. Roll Call: Mr. Paloski, yes; Mr. Governor, yes; Mrs. Cartwright, yes. Motion carried 3 to 0.

MOTION 2024-106

Township Hall Air Duct Cleaning

Mrs. Cartwright moved to approve All-Spec of Canfield as best low bidder to clean the Township Hall's air ducts for a cost not to exceed \$1,255 and the cost will come from Repair and Maintenance 1000-120-323-0000. Mr. Governor seconded the motion. Roll Call: Mr. Paloski, yes; Mr. Governor, yes; Mrs. Cartwright, yes. Motion carried 3 to 0.

MOTION 2024-107

Authorizing the Mahoning County Auditor's Office to Assess Properties for Streetlighting within Canfield Township

Mrs. Cartwright moved to approve **Resolution #2024-09-10-16** Authorizing the Mahoning County Auditor's Office to Assess Properties for tax year 2024/calendar year 2025 within Canfield Township for Streetlighting which includes 1,277 lots for a total of \$82,805.42 (ORC

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Section 515.08). Mr. Governor seconded the motion. Roll Call: Mr. Paloski, yes; Mr. Governor, yes; Mrs. Cartwright, yes. Motion carried 3 to 0.

MOTION 2024-108

Acceptance of Rates and Certification of Tax Levies for 2025

Mr. Paloski moved to approve **Resolution #2024-09-10-17** Accepting the Amounts and Rates as Determined by the Budget Commission and Authorizing the Necessary Tax Levies and Certifying them to the County Auditor (BOARD OF TOWNSHIP TRUSTEES) (ORC Sections 5705.34-705.35). Mr. Governor seconded the motion. Roll Call: Mr. Paloski, yes; Mr. Governor, yes; Mrs. Cartwright, yes. Motion carried 3 to 0.

MOTION 2024-109

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: There is a Good Evening, Canfield scheduled for Thursday, October 17, 2024 from 5:00-7:00 pm at WayPoint 4180. Mrs. Cartwright will be giving the presentation.

Mr. Governor mentioned the Facebook page for Canfield Township does need to be on a Township computer in order to post to Facebook. Mrs. DeCapua has volunteered to set up a Facebook page for the Township; this would be information content only.

Mr. Governor asked the Board to consider the Township holidays, Christmas Eve and the day after Thanksgiving to mirror the Public Works Department. The Board will have a motion on the agenda for the next Trustees meeting; and the Township should address a work from home policy or hybrid? Mrs. Cartwright will gather more information so the Board can move forward with this policy.

Mr. Paloski stated he will invite Major Jeff Allen, Mahoning County Sheriff's Department, to present the Township's quarterly patrol report at one of the October meetings.

Mrs. Cartwright stated hopefully there will be a Canfield Community Joint Economic Development District Board meeting the third Wednesday of this month September 18, 2024.

Mr. Governor stated a Millennial Moments JEDD Board meeting will take place at the City of Canfield on September 18, 2024 at 9:00am.

Next Meeting Date(s): The Board will hold a regular meetings October 8 and 22, 2024 at 7:00pm. These meetings are scheduled to be in person at the Township Hall and will be advertised appropriately. October resumes the twice a month regular meeting of the board of Trustees.

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ADJOURNMENT:

With no further business before the Board, Chairman Governor adjourned the meeting at 8:54pm.

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