

MINUTES OF ELLSWORTH TWP BOARD OF TRUSTEE'S

REGULAR MEETING

January 7, 2023

Chairman Fredrick Houston called the January 7, 2023, regular meeting of the Ellsworth Trustees to order at 11:15 am. A roll call was taken to establish a quorum: Chairman Fredrick Houston - present, Vice Chairman Robert Toman - present, Trustee William Spellman – present. Also present were Fiscal Officer James DeCenso, Road and Maintenance Supervisor Tom Hoffman, Fire Chief Ted Smith, and Zoning Inspector Wayne Sarna. The Pledge of Allegiance was recited.

MINUTES: Fiscal Officer DeCenso presented the minutes from the last regular meeting which was held December 14, 2022. No one in attendance requested that the minutes be read. **Motion 2023-7:** Trustee Toman made a motion to accept the meeting minutes. Trustee Spellman seconded the motion. The roll call vote was all in favor.

FISCAL REPORT: Fiscal Officer James DeCenso reported that December's receipts were \$26,034 and expenditures were \$69,593. Receipts include \$2,823 of Bank interest. Expenditures included a \$3,750 payment to Western Reserve Landscape as required in the contract agreement passed in November (Motion 2022-106); \$3,000 to Austintown 911 for 2nd half 2022, 911 service and \$7,048 for Ohio BWC 2023 premium estimate. The total gross fund balances as of December 31, 2022, was \$803,782, including \$179,607 in ARPA funds; \$270,288 in Fire/EMS Ops and Equipment funds and \$294,817 in Road funds. The General Fund balance is \$44,379 (includes Cemetery and Zoning funds). The Fiscal Officer then presented invoices totaling \$3,526.70 including a \$433 for membership to Greater Cleveland Partnership (group covering healthcare benefits); \$2,819 payment to Ohio BWC as the 2022 premium True-Up estimate that is due February 15, 2023; and \$274.70 to Ohio Auditor for their review of the 2020-2021 Audit. **Motion 2023-8:** Trustee Spellman made a motion to approve the \$3,526.70 in invoices as presented. Trustee Toman seconded the motion. The roll call vote was all in favor. Mr. DeCenso then reviewed the Budget Workshop that was conducted earlier this morning at 8:00 am. He suggested that the Board meet again to continue the 2023 Budget. The Board agreed to meet on January 18th at 6:30 pm at the Town Hall. The Fiscal Officer then presented to the Board the proposed 2023 Green Team Property Lease Agreement for the parking lot space made available for the recycle bins. The amount to be paid by the County is \$2,250.00, which is the same as previous years. **Motion 2023-9:** Trustee Toman made a motion to approve the 2023 Property Lease Agreement with the Mahoning County Solid Waste Management District for \$2,250.00 as presented. Trustee Spellman seconded the motion. The roll call vote was all in favor. The Fiscal Officer then discussed with the Board, his request, pursuant to Ohio RC 507.021, to hire an Assistant Fiscal Officer. He described a potential job description that includes record keeping for Fire/EMS personnel/payroll and cemetery records. He explained that he has been handling many areas, that are not particularly part of his responsibilities and is asking the Board to consider budgeting something in 2023 for an assistant. He thought that 15-20 hours per week should suffice. This position would also assist the Fire Chief, but report to the Fiscal Officer. The Board agreed to consider this position in the 2023 Budget.

ROAD and MAINTENANCE: Mr. Tom Hoffman reported that Lane Funeral home retrieved two urns from the Mausoleum. He reported that he assisted Berlin Township for two burials on December 22nd and December 23rd. He distributed pricing that he obtained from Cintas to replace the runner rugs in the Fire Hall and Station area. The current rugs are very worn and have been in service for years. Also there are currently mixed colors and he suggested settling on a neutral color, such as charcoal or grey. The Board discussed the appearance of the existing rugs and debated using a service to routinely replace the runners. It was decided that maintaining the rugs internally would be more prudent. **Motion 2023-10:** Trustee Spellman made a motion to approve up to \$1,100.00 for eleven (11) new "runner rugs" for Township property. Trustee Toman seconded the motion. The roll call vote was all in favor. Mr. Hoffman then reported that after reviewing the inventory of calcium salt for the walkways, he had only purchased 25 bags of salt, rather than an entire pallet as approved earlier (2022-118). He reported that both sections of pipe have been installed behind the Road Dept building. He also assisted North Jackson in replacing a road directional sign on Gault Rd.

ZONING REPORT: Mr. Wayne Sarna advised the Board that there were no Zoning permits issued since the last meeting. He reported on continuous follow-up to Attys Finamore and Mathews to get the Appeals Board hearing

Regular Trustee Meeting January 7, 2023 Continued

set. He discussed the need to meet up with Chief Smith and inspect the property at 10610 Akron Canfield Rd for possible condemnation. He then updated the Board on three other active complaints in the Township. He reported that Overtime Sports Training Center has now responded to his letters and will be coming in for a commercial sign permit. He then discussed adding a new "late" fee to permits that are written after he has to track down the owner to obtain a permit. Mr. Sarna also requested that the Board review the current Zoning Resolution for any changes prior to ordering new books to be printed. The Board then discussed the new zoning fees as received from the commission last September. **Motion 2023-11:** Trustee Spellman made a motion to approve the zoning fees as proposed by the Zoning Commission except to change the \$50.00 "penalty" fee to a "late" fee, to be added to any permit fee, by the Zoning Inspector at the time of a late collection. The new fees would be effective immediately. Trustee Toman seconded the motion. The roll call vote was all in favor.

FIRE DEPARTMENT: Chief Edward Smith reported that there have been 389 emergency calls in the Township in 2022. For December, there were 27 calls of which 3 were cancelled and 13 were EMS related. There were 12 transports during the month of which 9 were transported by Ellsworth and 2 were transported by mutual aid. There was also one medic back-up where an Ellsworth medic rode with another department. He reported that he will be attending a County wide 911 meeting on January 9th. He reported on a fuel leak on the ladder truck which will necessitate replacing a check valve. Chief Smith then reported that he has received applications from Mark Pitzer FF II / Medic, Matt Gordon FF II / Medic, and Nick Cresanto FF II / Medic. The Chief then reported that the five sets of new gear, which was ordered last year, has been received. He discussed a program to rent gear and will gather more information as it is made available. He then reviewed suggestions from Quest Billing to raise some ambulance fees to be more in line with other departments. He then continued discussion from last month with the Board regarding a new ambulance available from Myers Equipment. The vehicle is now available as another department cancelled their order. A similar vehicle would take 18 – 24 months from order to acquire. Chief Smith discussed reducing the quoted price by \$25,500 by using the existing power cot with a new ambulance and look for a grant to use for another cot, to be used on the secondary ambulance at a later date. The Board discussed the need for a new vehicle and the availability of existing funds and/or financing a portion of the price. The Fiscal Officer reported that he had requested some loan rates from Farmers' Bank, but that he had not yet received their offer. He suspected that the rates would be in the 6% to 7% range. Trustee Houston felt that this is a great opportunity to acquire a new unit now, at this price. Trustee Toman felt that it may be too early within the new levy period to spend a significant amount on a new vehicle. He is concerned that the system in process to maintain staffing is not yet perfected and there is a risk that it does not succeed. The cost associated with this new ambulance may not be recaptured in the future if the Township is forced to join a district to provide the 24/7 coverage promised. The Board discussed the sustainability of the department. Trustee Houston reminded the Board that the funds for this vehicle would come from the older existing Apparatus Fund and not from the new levy. The Fiscal Officer reported that the Apparatus Fund has approx. \$120,000 available. The Fire Chief felt that the dependability of the primary ambulance is critical to the success of the new levy as viewed by the citizens. The Board again discussed different options to fund the vehicle, including use of ARPA funds and considered tabling discussion until the next meeting. After further discussion, it was determined that Myers may not hold this vehicle much longer. **Motion 2023-12:** Trustee Spellman made a motion to approve the \$176,309.00 purchase of the 2023 Ford Osage Model E350 Ambulance as quoted by Myers Equipment (\$148,600) less trade-in of the Township's 2006 Ford E350 Ambulance (-\$1,800) plus the power cot mounting system (\$27,709) plus installation of the cot mounting system (\$1,500); utilizing \$81,309 from the One-Mill Apparatus Fund and financing the remaining \$95,000 over five years. The finance payments will be made from the One-Mill Apparatus Fund. The entire purchase is contingent on the acquisition of a loan with annual interest at 7% or less. Chairman Houston seconded the motion. The roll call vote was Trustee Spellman – yes, Trustee Toman – no, Chairman Houston – yes. The motion passed 2-1. The Board then took up discussion on the three Department applicants previously nominated by Chief Smith. Trustee Toman recommended that the ambulance be insured at replacement cost. **Motion 2023-13:** Trustee Spellman made a motion to appoint Mark Pitzer, Matt Gordan and Nick Cresanto to the Ellsworth Fire Department. Trustee Toman seconded the motion. The roll call vote was all in favor. Chief Smith then presented an order for Bound Tree Medical of \$425.00. Also, the Fiscal Officer presented the invoice from the Western Reserve Fire District to the Township of \$6,907.17. The invoice covers the 10% Township funding of the radio grant that the Fire Department participated in earlier in the year.

Regular Trustee Meeting December 14, Continued

Motion 2023-14: Trustee Toman made a motion to approve the \$7,332.17 in invoices as presented. Trustee Spellman seconded the motion. The roll call vote was all in favor.

COMMITTEE REPORTS:

No committee reports were presented.

OLD BUSINESS:

The Board then reviewed the necessary Zoning and Zoning Board of Appeals member appointments for 2023. **Motion 2023-15:** Trustee Toman made a motion to appoint James Gilmartin as a regular member of the Zoning Commission for a full 5-year term beginning January 1, 2023. Trustee Spellman seconded the motion. The roll call vote was all in favor. **Motion 2023-16:** Trustee Toman made a motion to re-appoint Gerald Matteucci as a member of the Zoning Board of Appeals for a full 5-year term beginning January 1, 2023. Trustee Spellman seconded the motion. The roll call vote was all in favor.

NEW BUSINESS:

The next regular meeting and organizational meeting will be Wednesday February 8, 2023, at 7:00 pm.

With no further business, at 1:08 pm, **Motion 2023-17:** Trustee Toman made a motion to adjourn. Trustee Spellman seconded the motion. The roll call vote was all in favor.

Fiscal Officer

Chairman

Trustee

Trustee