

# RECORD OF PROCEEDINGS

Minutes of

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held

20

## MINUTES OF ELLSWORTH TWP BOARD OF TRUSTEE'S

### REGULAR MEETING

June 10, 2020

Chairman Fredrick Houston called the June 10th regular meeting of the Ellsworth Trustees to order at 7:00 pm. 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, Zoning Inspector Wayne Sarna, Road and Maintenance Supervisor Matt Stroney, Fire Chief Ted Smith and the ZBA Chairman Jim Tripp. The Pledge of Allegiance was recited.

MINUTES: Fiscal Officer DeCenso presented the minutes from the last regular meeting held May 2, 2020. No one in attendance requested that the minutes be read. 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 May's receipts were \$46,726 and expenditures were \$43,396. Receipts included the 1<sup>st</sup> Half Property Tax settlement of \$13,938 and the \$15,654 reimbursement from the State of Ohio for 1<sup>st</sup> Half property tax credits. Expenses included the 1<sup>st</sup> Half payment to the Health Dept. of \$8,533, 2019 Election expenses of \$1,166, and tax collection fees to the County of \$1,166. Total receipts through the first five months of 2020 were \$244,351 and total expenditures were \$271,393. Excluding the BWC grant purchases and the additional payment to ODOT SIB, normal-operational expenditures were \$190,078. The total gross fund balance as of May 31, 2020 was \$584,989. Accounting for the increased principle payment on the ODOT loan in February, the outstanding loan balance has been reduced to \$50,805. A net gross fund balance is \$534,184 and the General Fund contingency balance is \$2,277. He then presented for approval invoices of \$250.00 from Turner, May & Shepherd for zoning legal work, \$247.50 from Professional Engine Systems for the Generator PM, \$499.00 from Pipelines, Inc. for the new parking area drainage and \$221.70 for annual fees to the Mahoning County Hazmat Fund. Trustee Toman made a motion to approve the \$1,218.20 in expenses. Trustee Spellman seconded the motion. The roll call vote was all in favor. The Fiscal Officer then presented a report of the 2019TY property tax collections. Total collections were \$135,594 vs the budget of \$124,622. Mr. DeCenso also distributed his report on 2019 EMS revenue. The 70 transports had an average charge of \$1,039 with a reimbursement average of \$465. The outstanding accounts receivable average is \$69 per transport. He also reported on 27 non-transports billed at an average charge of \$340 and with average collections of \$164 per incident. He then advised the Board that NOPEC has made available to the Township, an energy savings grant of \$3,622. The Board would need to pass a resolution accepting the grant monies and appoint someone to enter into the Grant Agreement. Trustee Toman made a motion to accept the 2020 NOPEC Community Energized Grant of \$3,622 and to allow the Fiscal Officer to enter into the Grant Agreement. Trustee Spellman seconded the motion. The roll call vote was all in favor.

ROAD and MAINTENANCE: Mr. Matt Stroney reported that there were three burials in Berlin Township last month where he assisted. Berlin Township assisted him with resetting some headstones that were toppled from the April wind damage. He also assisted the VFW with the Memorial Day display that was set up at the entrance to the cemetery. Mr. Stroney gave an update on the replacement sign for the cemetery, that was also destroyed in April from the wind damage. He informed the Board that he was able to obtain about 100 tons of road grindings from ODOT from the Rt 45 repaving, for use at the new baseball parking area. Also, that grass has now been planted around the Complex parking area, where the new lights had been installed. Mr. Stroney advised the Board that he needs to reserve the crack sealing equipment from Sealmaster, for this fall's annual project. He would need to have assistance from other townships, and then would assist them with their roads. The Board then discussed the need to approach the other townships for their assistance. Mr. Stroney would hesitate to hire seasonal labor as there is a significant training process. He then requested an approval for an emergency repair to the dumping control cable on the truck, in the amount of \$434.67. Trustee Toman made a motion to approve the \$434.67 expensed on the dump truck. Trustee Spellman seconded the motion. The roll call vote was all in favor. Mr. Stroney advised the Board that the Fire Station roof and the pavilion behind the Road Dept building have been repaired from the April wind damage. Mr. Stroney and the Board thanked Rich Allison and Fred Houston for the use of their tractors and Western Reserve Landscape for fertilizing the Ball Fields.



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Regular Trustee Meeting June 10, 2020 Continued

ZONING REPORT: Mr. Wayne Sarna reported that four permits were issued since the last meeting. He had issued permits for a porch addition on Palmyra Rd; a two-car garage on Kivatani Trail; a single-family dwelling on Kivatani Trail; an above ground pool on Berlin Station Rd.; and four temporary signs from Whitehouse Farms. He then reported that an appeal for a variance was received June 4<sup>th</sup> to install an 8' fence at a home on Berlin Station Rd, while the zoning amendment allows a 6' fence. A \$400.00 fee was paid by the homeowner. The Appeals Board will schedule the hearing. Complaints were received regarding tall grass at an uninhabited farmhouse on Akron Canfield Rd. Mr. Sarna will follow up with the Health Department. He reported to the Board that he had met with Atty. Finnamore on June 5<sup>th</sup> to review the Site Plan submitted on the former coal tipple on Ste Rt 45. He and Atty Finnamore also discussed some policies to abate nuisance homes and homesites in the Township. He will have some information for the next Board meeting.

Chairman Houston then recognized Jim Tripp, Chairman of the ZBA. Mr. Tripp advised the Board that none of the current members are interested in the secretary's position. Per Ohio RC 519.13, the ZBA may hire assistance and recommends that the Board hire Rita Baun for the secretary position. The Board thanked Mrs. Baun for her many years of services as a ZBA member. Trustee Toman made a motion to hire Rita Baun as a secretary to the Township's Zoning Board of Appeals, retroactive to May 1, 2020 at a rate of \$100.00 per meeting. The paid position will remain until terminated by the Board. Trustee Spellman seconded the motion. The roll call vote was all in favor. Mr. Tripp then advised the Board that the alternate position in the ZBA is still open. The Board will continue to advertise for the open position.

FIRE DEPARTMENT: Chief Edward Smith reported that in May, there were 17 calls including 16 EMS calls with nine transports of which the Township transported seven. He also reported that the Department provided mutual aid once. He noted that with the current pandemic, total EMS calls are down almost 50% from 2019. He and the Board surmised that people are hesitant to enter a hospital for any illness at this time. He reported that all the pump maintenance and truck service was completed. No major problems found. The Chief reviewed the resumes of three new potential members. Two are medics and one has recently completed his Firefighter II classes at MCCTC. He also reported on six members that have completed their one-year probation with the Department. He reported that he is investigating more BWC grants for fire hoods and gloves. He advised the Board that he will need to replace five sets of gear this year. The approximate cost is \$2,000 per set and that Assistant Chief Blosser is obtaining quotes. The Chief reported that the Department was able to cover fifteen on-call days in May. He advised the Board that now with 26 members, he would like to expand the number of officers by adding a 2<sup>nd</sup> Lieutenant and Captain. After Board discussion, Trustee Toman made a motion to approve adding Erin O'Driscoll, Thomas Toporcer and Anthony Schram to the EFD. Trustee Spellman seconded the motion. The roll call vote was all in favor. Trustee Toman then made a motion to add an additional Lieutenant and Captain position to the EFD. Trustee Spellman seconded the motion. The roll call vote was all in favor. Chief Smith gave an update on an Emergency Medical Responder class for interested firefighters that he would have the Township sponsor. It is a 40-hour class that he is authorized to teach.

#### COMMITTEE REPORTS:

Trustee Toman gave an update on the Crime Watch. He reported that there was a recent break-in at a home on Huxley. He advised on some grass that needs cut on Ohio Edison property. He has reported the complaint to the company. He also reported on a complaint received from neighbors near Palmyra and Bailey roads. The complaint is regarding a home business used to train individuals for a concealed weapon license. The complaint includes excessive gunfire on the weekends. Trustee Toman asked the Zoning inspector to review the Zoning Amendment for home businesses. Trustee Spellman reviewed the need, per Ohio revised code to use an NRA standard for target backstops. He advised the Board that he will discuss the matter with the Sherriff's office.

Trustee Spellman gave an update on the parking lot construction off Elias Lloyd Rd. for the ball fields. He reported on the process of getting the Town Hall roof fixed. The contractor indicated that he is approximately two weeks away from starting.

Trustee Houston reported on some drainage issues in the area. He also reported that he will be meeting with an OTARMA Risk Assessment representative on Tuesday, June 16<sup>th</sup> at 11:00 AM. She would like to review current Township policies and take pictures of Township property.

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Regular Trustee Meeting June 10, 2020 Continued

## OLD BUSINESS:

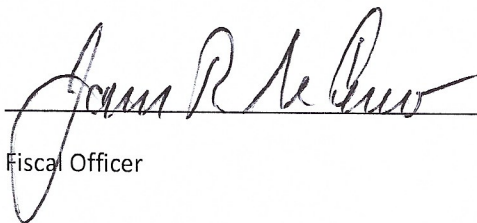
Trustee Houston reported on an EPA inspection on the Township's water system. The EPA's concern was that the water usage in Township buildings has been suspended during the pandemic. Mr. Stroney reported that he met with the inspector and advised him that water usage was still intact and that all quality reporting was up to date.

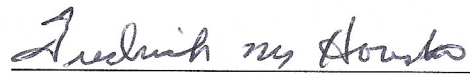
## NEW BUSINESS:

The Fiscal Officer reported that due to the current pandemic, he reviewed some new health restrictions and rules on use of the Town Hall for banquets. Mr. Stroney asked the Board for direction on use of restrooms for the baseball fields. The health department requires constant disinfecting. Chief Smith advised that he could provide a sprayer to spray down the restrooms after use.

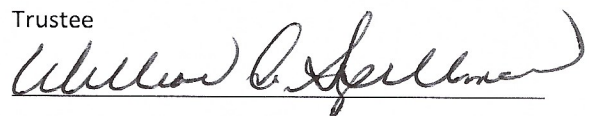
The next meeting will be held at 7:00 pm on Wednesday, July 8, 2020 at the Town Hall or Fire Hall, depending on social distancing requirements at the time.

At 8:50 PM, Trustee Toman made a motion to adjourn. Trustee Spellman seconded the motion. The roll call vote was all in favor.

  
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Fiscal Officer

  
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Chairman

  
\_\_\_\_\_  
Trustee

  
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Trustee