

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

December 14, 2022

Chairman William Spellman called the December 14, 2022, regular meeting of the Ellsworth Trustees to order at 7:00 pm. A roll call was taken to establish a quorum: Chairman William Spellman - present, Vice Chairman Fredrick Houston - present, Trustee Robert Toman - 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 November 9, 2022. No one in attendance requested that the minutes be read. **Motion 2022-113:** Trustee Toman made a motion to accept the meeting minutes. Trustee Houston seconded the motion. The roll call vote was all in favor.

FISCAL REPORT: Fiscal Officer James DeCenso reported that November's receipts were \$34,725 and expenditures were \$48,799. Receipts include \$2,247 of Bank interest and \$6,338 from Armstrong Cable for the 3rd Qtr. franchise fee. Expenditures included a \$5,000 payment to Western Reserve Landscape as required in the contract agreement passed in November (Motion 2022-106). The total gross fund balances as of November 30, 2022, was \$847,341, including \$197,193 in ARPA funds; \$89,693 in Fire/EMS Ops and Equipment funds and \$291,705 in Road funds. The General Fund balance is \$68,750 (includes Cemetery and Zoning funds). He reported that the unencumbered General Fund balance is now at \$6,260. The Fiscal Officer then presented invoices totaling \$8,045.87 including a \$7,048 payment to Ohio BWC as the 2023 premium estimate that is due January 2, 2023. **Motion 2022-114:** Trustee Toman made a motion to approve the \$8,045.87 in invoices as presented. Trustee Houston seconded the motion. The roll call vote was all in favor. Mr. DeCenso reported that the \$2,000 that the Board had approved last month (Motion 2022-102) to transfer from the General Fund to the Zoning Fund, for legal fees if needed, was not transferred. He explained that no new legal invoices were received since the last meeting and so any additional expenses would need to be addressed in the 2023 appropriations. He then brought forward the 2023 healthcare renewal agreement with Medical Mutual. The Fiscal Officer reported that no other insurance companies were interested in submitting a quote to the Township. The agreement was discussed at the last meeting and contains a 23.75% increase for medical coverages. After additional Board discussion, **Motion 2022-115:** Trustee Houston made a motion to renew the healthcare Agreement with Medical Mutual Ins. for 2023. Trustee Toman seconded the motion. The roll call vote was all in favor. Mr. DeCenso then reported that he had received the official ballot certificate for the levy passed in November. There were 643 votes for the levy (57%) and 485 (43%) against. He then reported on a meeting that he attended through the MCTA with the County Engineer and members of the County Prosecutor's office, who described the process for townships to request reimbursement or funding from the new ¼% Road Sales tax fund that was established in 2022. Ellsworth has access to approximately \$60,000 for each of the next five years for road and infrastructure use from the sales tax. The Board discussed the use of the sales tax monies between the County and the townships. The County does plan to repave all county roads over the next five years from their allocation of the sales tax. Mr. DeCenso then distributed the November YTD Fire/EMS fund analysis. The Fiscal Officer then identified an available 2023 Ohio grant from ARPA funds for litter and recycling. He will participate in a webinar in January regarding the grant program. He will also apply for the 2022 OTARMA Fire Grant (\$1,000) and the MORE Grant (\$500). **Motion 2022-116:** Trustee Houston made a motion to approve the grant applications and acceptance of any monies awarded to the Township. Trustee Toman seconded the motion. The roll call vote was all in favor. The Fiscal Officer then discussed the 2023 temporary appropriations that are necessary to maintain the Township operations, prior to the passage of a permanent 2023 appropriation resolution. He requested \$492,000, which will most likely match the final numbers when completed. Permanent appropriations must be passed prior to April 1, 2023. **Motion 2022-117:** Trustee Toman made a motion to approve the 2023 temporary appropriations of \$492,000. Trustee Houston seconded the motion. The roll call vote was all in favor. The Board then discussed the 2023 Budget and will conduct a workshop at 8:00 am on January 7, 2023, for an hour prior to the scheduled January 2023 Organizational and Regular meetings. Mr. DeCenso and Chief Smith then discussed the need to update the internet access and camera security for the property. The Board suggested that some quotes be obtained for 2023.

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Regular Trustee Meeting December 14, Continued

Chief Smith then reviewed with the Board changing over from Active 911 App to "I am responding" for 911 calls. He felt that more data can be captured, including the shift staffing utilizing "I am responding". This would provide more information to the Board. There are many services and terms to choose from. Chief Smith suggested the minimum service for one year to determine the value of the program. The cost is \$860.00. A three-year term would cost \$785.00 per year. The Board felt that a one-year term would be sufficient to determine its value.

ROAD and MAINTENANCE: Mr. Tom Hoffman reported on some recent cemetery plot purchases. He reported on the recent routine inspection of the generator and that everything was satisfactory. He reported on the upgrade of the sleeping quarters in the Fire Station as he had repaired the keyless door lock. He then reported that he is checking on the boiler expansion tank in the Fire Station. He is concerned that it may have a leak and will repair prior to the winter season. He is considering changing from a chlorine system to a peroxide system. He reported that Grace Extermination did their routine spraying in the buildings. He again reported on a drainage problem on South Elk Rd. It may need a catch basin and a larger drainage pipe. Mr. Hoffman then reviewed pricing to replace poles and flags that are flown during the summer months. The cost would be \$1,362. He will review the pricing with the VFW for the US flags. He reported that he had received assistance from Berlin Twp to load the Christmas tree onto the trailer and to set up the base at the church. The Board then discussed the need for ice melt to use around the buildings. Mr. Hoffman reported that he had some inventory from last year but may not have enough to last the entire year. The Board suggested that an amount be approved for Mr. Hoffman to purchase a pallet full in anticipation on the remaining winter season. **Motion 2022-118:** Trustee Houston made a motion to approve up to \$1,000 for sidewalk ice melt. Trustee Toman seconded the motion. The roll call vote was all in favor.

ZONING REPORT: Mr. Wayne Sarna advised the Board that there were no Zoning permits issued since the last meeting. He reported on conversations with Attys' Mathews and Finamore regarding the Basista site plan appeal. Atty Mathews is to send a letter to their attorney setting a deadline of 1/31/2023, for compliance with the zoning resolution requirements. The appeal hearing could be set for mid-February 2023. He reported on additional conversations with the property owner of 10610 Akron Canfield Rd. The owner's son had indicated that he would attend tonight's meeting but is not present. The Board instructed the Fire Chief and Zoning Inspector to complete their inspection pursuant to the Township's Nuisance Abatement policy and procedures. Mr. Sarna continued by updating the Board on three other active complaints in the Township. He also reported that the Overtime Sports Training Center has not responded to his letters regarding a commercial sign permit. Mr. Sarna and the Board discussed Ohio SB 52 regarding solar farms in Ohio. He will work with the zoning commission to review the Township's options to regulate solar farms.

FIRE DEPARTMENT: Chief Edward Smith reported that there have been 370 emergency calls in the Township since the beginning of the year. For November, there were 42 calls of which two were cancelled and 18 were EMS related. There were 9 transports during the month of which 9 were transported by Ellsworth. The remaining seven were transported by other departments. He reported that both Dustin Hellman and Isabel Schors are currently doing well with their EMT schooling. He also reported that he has received a few more department application requests. He and the Board also discussed the need to set up pricing to other township departments when they request an Ellsworth medic to attend to their patient during their transport. Many departments charge \$100 - \$200 when the other department is the billing entity. The Board will consider this at the Organizational meeting. Chief Smith then distributed a proposal to changeover the current shift pay to an hourly pay. His proposal maintains a level of pay based on certifications and added credentials for each individual member. Instead of a flat fee per eight-hour shift, the pay is based on each hour, as this will be much easier to track and provides more flexibility for members to work when available. The base rate for Firefighter I will be \$11.50 per hour and Firefighter II will be \$13.00 per hour. The hourly medical base rates will be \$14.50 for an EMR, \$16.00 for an EMT Basic and \$19.00 for a Paramedic. Medical would also have a \$0.25 hourly add-on for each of three firefighter certifications (36Hr, FF I, and FF II). Other certifications for instructor, inspector of Fire Card will add an additional \$0.25 to each hour. Officer pay will change from a flat quarterly amount to an hourly add-on rate of \$0.25 for Lieutenants and Captains and \$0.50 for Assistant Chiefs and Safety Officer. Actual hours worked on Township holidays (6) will be paid at a rate of time and one-half. **Motion 2022-119:** Trustee Houston made a motion to approve the new pay rates retroactive to Monday, December 12, 2022. Trustee Toman seconded the motion. The roll call vote was all in favor.

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The Board and Fiscal Officer discussed the requirements to maintain good pay records. The Board also reviewed the fund balances to assure that there is sufficient cash flow for staff coverages until monies from the recent levy are available. The Chief then submitted invoices of \$3,000 to Austintown for 911 services for the 2nd half of 2022, \$249.97 for Bound Tree medical supplies and \$860.00 for one year subscription to "I am Responding".
Motion 2022-120: Trustee Houston made a motion to approve the \$4,109.97 requested. Trustee Toman seconded the motion. The roll call vote was all in favor. Chief Smith then described a new ambulance that is available from Myers Equipment, due to a customer that backed-out of an order. The price would be approximately \$145,000 plus any needed equipment. This is \$20,000 to \$30,000 below retail. The Chief and Board discussed whether there is an immediate need for another vehicle. The current back up ambulance is older and could be a trade-in. Trustee Toman indicated his concern that this may not be an immediate need. Trustee Houston indicated that this opportunity may present itself to be financially prudent as the cost savings will be long term. The Board did agree to further analyze the current vehicle situation and determine what direction would be best for the Township. The Board directed Chief Smith to gather more information.

COMMITTEE REPORTS:

Trustee Toman reported on the latest meeting of the Mahoning County EMS committee. The County is considering paying for EMT training utilizing ARPA funding. The training would be required to take place within the county and the applicant would be required to work within the county for a given period of time.

Trustee Houston thanked Dee Tripp for her five years of service on the Zoning Commission and her tenure as the secretary. The Board reluctantly accepted her resignation and indicated how much she will be missed.

Chairman Spellman thanked the Fire Department for their participation with the Tree Lighting ceremony. He also notified the Board and audience that the Ellsworth Historical Society has established a website and is well worth viewing. He also reviewed the Ohio brownfield reclamation program funding.

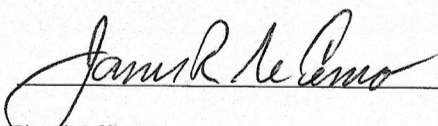
OLD BUSINESS:

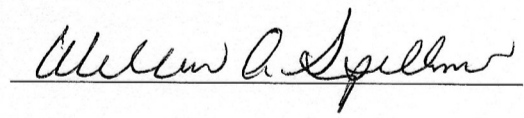
The Board reviewed two applicants to the Fire Department. **Motion 2022-121:** Trustee Houston made a motion to approve the applications of Brandie Groves and Zackary Williams. Trustee Toman seconded the motion. The roll call vote was all in favor.

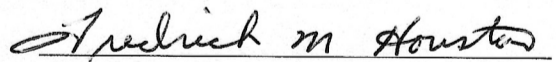
NEW BUSINESS:

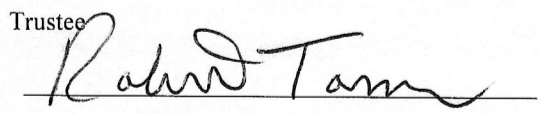
The next regular meeting and organizational meeting will be Saturday January 7, 2023, at 9:00 am. The meeting will be preceded by a budget workshop which will begin at 8:00 am.

With no further business, at 9:30 pm, **Motion 2022-122:** Trustee Toman made a motion to adjourn. Trustee Houston seconded the motion. The roll call vote was all in favor.


Fiscal Officer


Chairman


Trustee


Trustee