

# 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

August 10, 2016

Chairman William Spellman called the August 10, 2016 regular meeting of the Ellsworth Trustees to order at 7:03 p.m. A roll call was taken to establish a quorum: Trustee Robert Toman - present, Vice Chairman Fred Houston – present, Chairman William Spellman – present. Also present were Fiscal Officer James DeCenso, Zoning Inspector Wayne Sarna, Maintenance Supervisor Matt Stroney, and Fire Chief Robert Sternburg. Guests in the audience included Bill Hendricks of the Ellsworth Township Historical Society. The Pledge of Allegiance was recited.

MINUTES: Fiscal Officer DeCenso presented the minutes from the July 13, 2016 regular Trustee meeting. No one in attendance requested that the minutes be read. Trustee Houston made a motion to accept the minutes from the July 13<sup>th</sup> regular meeting. Trustee Toman seconded the motion. The roll call vote was all in favor.

FISCAL REPORT: Fiscal Officer James DeCenso reported that the July receipts were \$40,493.41. The month's expenditures were \$25,900.68. For the seven months ending July 31, 2016, total receipts were \$245,251.04 and total expenditures were \$271,141.15. Extra-ordinary events included receipts of \$15,624.22 from the State of Ohio for 1<sup>st</sup> half 2014-tax year Homestead and Roll Back property taxes, and payment of the \$1,400.00 to Knox Energy for commitment to the natural gas line for the Town Hall. The book cash balance as of July 31, 2016 was \$790,064.79 minus the outstanding SIB loan of \$157,327.00 for a net of \$632,737.79. Mr. DeCenso advised the Board that the 2<sup>nd</sup> half 2014-tax year Homestead estimated amount of approximately \$15,000.00 is still due the Township, and is expected soon. He also noted that for the first seven months of 2016, the deficit spending was \$25,890.11. The Board discussed the Homestead exemption process and agreed that the Township should take an active role in advertising the qualifications and process for its citizens. Mr. DeCenso indicated that he had received some additional information from the County Prosecutor but will wait until later in the agenda to relay. He also noted that he did renew the annual Worksite Agreement with the Ohio Job and Family Services. This allows the Township to utilize the service if and when necessary. From the last meeting, Mr. DeCenso was able to obtain a formal lease rate of 4.856%, should the Township consider leasing to own a new EMS Monitor. The Board felt the rate to be pretty good; however there should be additional quotes for comparison. Although there has not been any formal request from Emergency Services for the monitor, preliminary data is being gathered to compare purchase versus leasing. Mr. DeCenso advised the Board that he had no requests for expenditures. He then advised that the Audit for 2014-2015 was still underway and that results may be a few months away. The Board then discussed the applicability for the Township to join the Youngstown/Warren Chamber of Commerce. Trustee Toman made a motion to expend the \$260.00 necessary to join the Chamber for one year. Trustee Houston seconded the motion. The roll call vote was all in favor. Mr. DeCenso and the Board then discussed the continuing need for the Township to pursue an Investment program that would enhance earnings on the funds available. Mr. DeCenso advised the Board that at least one official in the Township must first obtain six hours of Certified Public Investment Management (CPIM) and pay an annual \$100.00 fee before the Township can submit an Investment policy to The Ohio Treasurer. Once the Policy is approved, the Township can maintain investments beyond a bank savings or CDs. As a comparison Bank savings accounts are currently 0.5% while US Agency Bonds are paying 1.25% - 1.35%. The Board agreed for the Fiscal Officer to continue working on an Investment Policy. Mr. DeCenso felt that it would be important for the Township to project its capital needs for the next few years before any long term commitments are made. Mr. DeCenso finished by announcing that he will begin to solicit rates for the Health Insurance renewal and also that he has attempted to contact Jeff Williams regarding winter snow plowing.

ZONING REPORT: Mr. Wayne Sarna gave his Zoning report. Since the last meeting, he has written three building permits. He also reported receiving one complaint for uncut grass on Duck Creek Rd. He has written a letter to the property owner and will follow up. He also has followed up on the debris left after timbering on Leffingwell Rd. He will need to re-visit the property owner to determine why he has not complied with the earlier order. Mr. Sarna also reported that a zoning variance has been received from the ZBA on the commercial property located at 11083 W. Akron Canfield Rd. He then confirmed that the new Zoning Resolution and Map was recorded on July 27, 2016. Mr. Sarna indicated that he was present for the inspection of the Rt. 45 coal tippie property. There was some discussion regarding the Elk Hill property. It was suggested that a follow up call be made to the Health Dept regarding the complaint filed with them one month ago.

MAINTENANCE REPORT: Mr. Matt Stroney advised the Board that the Canfield Fair display will be set up on August 25<sup>th</sup>, so anyone interested in helping should be there around 8:00 AM. There were no burials last month. He also did meet with one contractor regarding the cracked plaster inside the Mausoleum. He has not yet received a quote. He is looking for additional contractors to obtain additional quotes. Mr. Stroney advised the Board that there is an old Township safe and some other unusable equipment that he would like to take to auction. The Board discussed the safe and the possibility to scrap it since the tumbler is not working. Mr. Bill Hendricks from the Historical Society indicated that the Historical Society would be interested in purchasing the safe. He offered \$17.00 and would arrange to remove the safe. Trustee Houston made a motion pursuant to ORC 505.10 to sell an unusable and inoperable safe to the Ellsworth Historical Society for the sum of

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## Regular Trustee Meeting August 10, 2016 Continued

\$17.00. Trustee Toman seconded the motion. The roll call vote was all in favor. Trustee Houston then made a motion to have the inoperable 2003 Husqvarna mower and an old inoperable pressure washer taken to auction. Trustee Toman seconded the motion. The roll call vote was all in favor. Mr. Stroney then advised the Board that the Town Hall SW foundation failure has been reviewed. Also that this would be a good time to redirect the drainage away from the building. He estimated the total cost to be \$2,500.00. Trustee Toman made a motion to expend up to \$2,500.00 to have the SW foundation of the Town Hall repaired and to install necessary downspout drainage. Trustee Houston seconded the motion. The roll call vote was all in favor.

FIRE DEPARTMENT: Chief Sternburg gave the Fire Department report. The chief reported two structure fires, one brush fire, one service calls, four false alarms, and fifteen EMS calls with eleven transports. The Chief reported that the new building keys have been distributed to officers and seven top responders and that all firefighters have a key code assigned to them. Also that he and Asst Chief O'Neil have installed the AEDs in the Town Hall and the Admin/Fire hall. Chief Sternburg advised the Board how the Township firefighters are tracked during a fire. He was happy to announce that the Mahoning County Fire Chief's association was so impressed with the Ellsworth system that they are adopting the system countywide. The Chief then requested acceptance of Thomas Blessing as a probationary firefighter. He is also an EMT and has worked in Canfield. Chief Sternburg then requested funds to renew the fire reporting software at \$595.00 for one more year. Also that he needed to replace some fire hose at a cost of \$1,912.00 from the testing recently performed. He also requested two new sets of turn out gear at a cost of \$3,806.00. The chief requested that the turn out gear be funded through the fire dept fund and not the fire apparatus levy fund. He would to continue to build the one mill fire apparatus fund for future equipment needs. Trustee Houston made a motion to accept Thomas Blessing as a probationary firefighter and to expend \$6,313.00 as requested by Chief Sternburg. Trustee Toman seconded the motion. The roll call vote was all in favor.

EMS DEPARTMENT Fire Chief Sternburg gave the EMS report. He indicated that the department had eleven transports last month. The Board then discussed the need to make sure all charts are updated and completed quickly. The Chief advised that he and Asst. Chief O'Neil continuously work with the staff to make sure that charts are updated promptly.

## COMMITTEE REPORTS:

Trustee Houston reported that he had assisted Columbia Gas Company to set up a meeting with West Hill neighborhood residents to discuss extending their lines along West Hill and North Elk. Since Columbia Gas is under PUCO direction, they offer tie-in to any interested property owner at no charge to the property owner. Trustee Houston also reported that he has reviewed the potential cost savings to convert current fluorescent lighting to LED. He estimated, based on watt usage, that the Township could save about \$280.00 annually in electric costs to convert the admin/fire hall to LED. The cost to the Township would be approximately \$1,200.00 and the payback is about four years. In addition, the LED provides better lighting. Trustee Houston then made a motion to expend up to \$1,500.00 to convert the entire Admin/Fire building from fluorescent to LED. Trustee Toman seconded the motion. The roll call vote was all in favor.

Trustee Toman opened the discussion about the prior sale of the 1951 Fire Truck to the Ellsworth Historical Society and asked the Fiscal Officer to expand upon the information gathered from the Mahoning County Prosecutor's office. Mr. DeCenso advised the Board that the prosecutor's office felt that the three covenants included with the sale in January 2016, could not necessarily be enforced. Trustee Houston made a motion to amend the original January 13, 2016 sale by eliminating the three covenants originally attached to the sale. Trustee Toman seconded the motion. The roll call vote was all in favor. Trustee Toman then reported that he and Mr. Stroney had drawn up some specs for the concrete work needed at the Complex site prior to any potential asphalt repair or paving. The expected project cost is under the requirement to advertise, however it will be posted at the Post Office and other local sites. Trustee Toman then began some discussion regarding the use of Township maintenance to cut the grass at the West Hill property. The Board instructed Mr. Stroney to clean up the property and make it look presentable. No action will be taken to charge back the property owner at this time. He also reported that the Western Reserve School has applied for a grant for an early warning siren at the school.

Chairman Spellman reported that he has received a sample of a paving contract from Canfield Township. He would like to have the contract reviewed by the Trustees to determine its use for the Complex Project, should it be re-considered for this year. He also reported that Knox Energy has requested to post a sign in the Township advising that they will be extending their gas line. He also thanked Lee Sandstrom for engaging in negotiations with Knox Energy to reduce the tie-in fee from \$2,800.00 to \$1,700.00.

Chairman Spellman then introduced Mr. Bill Hendricks. Mr. Hendricks requested that the property recently acquired from the school district be officially known as the "Ellsworth School Community Park". The Board discussed the possibility to erect a sign and to assist the Ellsworth Historical Society with fundraising and other activities to promote the property. Trustee Houston made a motion to officially name the property obtained from the school district as, "Ellsworth School Community Park". Trustee Toman seconded the motion. The roll call vote was all in favor.

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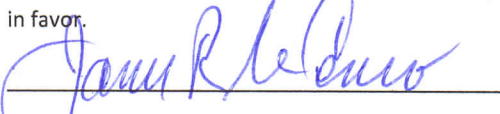
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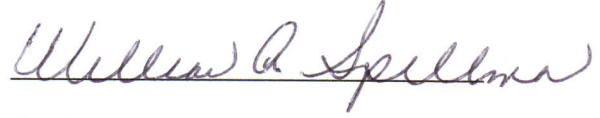
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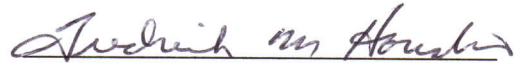
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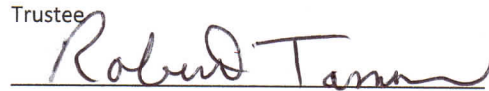
Chairman Spellman announced that the next regular meeting would be held Wednesday September 14, 2016 at 7:00 p.m.

At 9:27 p.m. Trustee Toman made a motion to adjourn the meeting. Trustee Houston seconded the motion. The vote was all in favor.

  
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Fiscal Officer

  
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Chairman

  
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Trustee

  
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Trustee