

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

November 18, 2020

Chairman Fredrick Houston called the November 18th 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, Road and Maintenance Supervisor Matt Stroney, Zoning Commission secretary Dee Tripp, and Fire Chief Ted Smith. Zoning Inspector Wayne Sarna had been excused. The Pledge of Allegiance was recited.

MINUTES: Fiscal Officer DeCenso presented the minutes from the last regular meeting held October 14, 2020. No one in attendance requested that the minutes be read. Trustee Spellman made a motion to accept the meeting minutes. Trustee Toman seconded the motion. The roll call vote was all in favor.

Chairman Houston recognized Carol Check who advised the Board that a community Tree Lighting Ceremony will take place on Friday, December 18 at 6:00 pm. The ceremony will be held at the Ellsworth Community Church and all activities will be outside.

FISCAL REPORT: Fiscal Officer James DeCenso reported that October's receipts were \$118,964 and expenditures were \$61,335. Included in October's receipts was \$76,299 in CARES Act grants, \$15,676 in 2nd half property tax credits (Homestead, Owner Occ and Non-Business) paid by the State of Ohio and the 3rd qtr., cable franchise fee payment of \$6,438 from Armstrong. Expenditures included \$13,820 to Ellis Construction for the recycle area concrete project, \$8,000 to Everbrite for the road enhancement, \$7,046 to Sealmaster for road sealing material and \$1,676 to Attorney Finamore for Zoning consults. Total receipts through the first ten months of 2020 were \$585,507 and total expenditures were \$565,588. The total gross fund balance as of October 31, 2020 was \$631,950. The General Fund contingency balance is now \$10,945 after the Amended Certificate of Resources and Amended Appropriations have been posted. The Fiscal Officer then presented invoices for approval of \$409.75 from Atty Finamore for additional Zoning reviews. **Motion 2020-100** Trustee Spellman made a motion to approve the \$409.75 expenditures presented. Trustee Toman seconded the motion. The roll call vote was all in favor. Mr. DeCenso then gave an overview of the CARES Act monies received. The fund has a current balance of \$83,923.78 of which \$10,179.00 has been encumbered for EMS Equipment (Lucas) and \$62,014.28 has been currently encumbered for Fire and EMS salaries and Wages. \$835.47 has been spent on the Air Recycling System for the Fire Station. That leaves a balance of \$10,895.03 for approved purchases that would need to be encumbered by November 20, 2020. He then presented his monthly analysis update of EMS / Fire fund revenue and expenses. He reported that through October, the EMS fund has been reduced by \$30,645 and that the Fire fund has increased by \$36,067 for a net increase of \$5,422. He will continue to track the salary and wage expenses separately although they are now paid from CARES Act funds. The Fiscal Officer then reviewed the 2020 NOPEC Energy Grant. He informed the Board that since the last meeting, he found out that the Parking Lot Lighting project was not an approvable project as it was not an energy reducing project. Because of timing, he had to submit the Fire Station Window Replacement Project, which was then approved by NOPEC. This project meets the criteria by reducing energy and can be measured by comparison of electric bills over time. The Board discussed different options to complete the project. Mr. Stroney advised that he has a current quote of \$4,325 for triple-pane windows and installation would be estimated at \$8,000. He proposed changing to double-pane windows, which we will reduce the costs. The windows and related materials will need to be purchased in 2020 to be eligible for the \$3,622 available grant. He also proposed new LED lighting for the Road Bldg. and the Fire Bays as the 2021 project. **Motion 2020-101** Trustee Spellman made a motion to approve up to \$4,500 for windows and materials, which will be submitted for partial reimbursement from the NOPEC Grant. Trustee Toman seconded the motion. The roll call vote was all in favor. Mr. DeCenso then discussed the process for the 2021 Budget process. The Board discussed having a budget workshop prior to the next regular meeting to begin at 6:00 pm.

ROAD and MAINTENANCE: Mr. Matt Stroney asked the Board to consider suspending the use of the Mausoleum for burial services during the pandemic. At that time, the Board recognized Fred Schrock from the VFW Post 9571, who reported that the annual Wreaths for Veterans will be held Saturday, December 5th at 10:00 am at the Ellsworth Cemetery. There will not be any refreshments provided this year due to the pandemic. Mr.

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Regular Trustee Meeting November 18, 2020 Continued

Stroney then continued his report. He indicated that he is in need of a vendor to complete the tree trimming at the Cemetery. His normal contacts have not returned his calls. He then reported to the Board the necessary brake and alignment repairs that were needed on the Dump Truck. The tires cost \$958.62, but new brakes, rotors and a tie rod were needed to be replaced. The cost from Fairway Ford for those repairs was \$1,533.40. He then reported that the ditch on Elias Lloyd Rd is beginning to back up water onto the road and neighbors' properties. Mr. Stroney reported that building the Air Purification system complete and is working in the Fire Station. He also reported that he had significant emergency repairs to the Road Dept. Bldg. boiler. The total cost of materials to repair the boiler was \$860.47. Mr. Stroney advised the Board that the Christmas tree recycle program is again available and trees that are left at the Township will be sent to the Green Team in early 2021. The Board discussed the necessary expenses of the truck and the boiler. The Board had previously approved (motion 2020-93) \$1,500 for the truck repairs, so the balance of \$992.02 would need to be approved. **Motion 2020-102** Trustee Toman made a motion to approve the \$860.47 for the emergency boiler repairs and the additional \$992.02 in truck repairs. Trustee Spellman seconded the motion. The roll call vote was all in favor. Mr. Stroney and the Board then discussed some capital improvements for 2021. The Board then discussed the possible health impact of upcoming rentals of the Fire Hall with the recent increase in local COVID-19 cases. It was felt that since the Hall and Fire Station use the same kitchen and restrooms, it would be prudent to cancel all further public use until further notice. **Motion 2020-103** Trustee Toman made a motion to suspend public use of all Township in-door facilities until further notice. Trustee Spellman seconded the motion. The roll call vote was all in favor.

ZONING REPORT: Mr. Sarna had sent a written report that was read by Chairman Houston. He reported that two permits were issued since the last meeting. He had issued a permit for a storage shed on Elk Road and a permit for a single-family residence on N. Kivatani Trail. He has had correspondence with Atty. Finamore to schedule the ZBA hearing regarding the old coal tipple property on St. Rte. 45 and they are waiting for a response from the Lewis' attorneys. He reported that he re-inspected the property at 11535 W Akron Canfield Rd and that it appears some progress has been made in cleaning up the property. He has received another complaint about possible Zoning violations regarding the CCW classes held on Bailey Rd. He will investigate. He also reported on a re-inspection of property at 10691 Berlin Station Rd for excessive debris. He reported that all personal property is now behind a fence and no longer in the open. He continues to work with the County Prosecutor's office regarding the current ownership of the mobile home and property at 11971 Palmyra Rd, due to the death of the owner in August. He is also arranging with Fire Chief Smith to inspect the outside of the structure located at 7015 St. Rte. 45 for violations pursuant to the procedures adopted recently by the Board of Trustees.

FIRE DEPARTMENT: Asst Chief Jeremy Blosser reported that there were 18 calls in October, including 15 EMS calls with 11 transports of which the Township transported all 11 patients. He also reported that the Department provided mutual aid four times to surrounding communities. He reported that he has purchased a new battery for the Brush Truck on November 17th from Denny's Auto supply. He also reported that the Lucas device has been received and that training on the device has begun. The Chief reported that he has begun to contact semi and non-active members to question their plans with the department. He would like to gather equipment from members that will not be maintaining required participation with the Department. He reported that he may be able to obtain some EMS supplies from University Hospital in the future, as they have received CARES Act monies. Chief Smith advised the Board that he may need a CAD link for an interface between the Emergency Reporting System and University Hospital. The fee to add the link is \$595.00 and may not be needed if a work-around is found. He also requested approval for \$482.10 to replace some medical supplies. He then reported that he has been informed by the Fire Chief's association that CARES Act monies could be used to purchase spare fire gear to be used when original gear becomes Covid-19 contaminated. Since the gear authorized (Motion 2020-84; 9/6/2020) and ordered does qualify as spare gear, the chief felt that the use of any remaining CARES Act funding would be better used here than for any other new equipment. The Board agreed. The Fiscal Officer estimated that there should be \$10,895 available to re-appropriate and encumber for spare fire gear. **Motion 2020-104** Trustee Spellman made a motion to use any remaining CARES Act monies to purchase spare fire gear and to approve the \$1,077.10 in expenses, requested by the Fire Chief. Trustee Toman seconded the motion. The roll call vote was all in favor.

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COMMITTEE REPORTS:

Trustee Spellman reported on recent Mahoning County Township Association on-line meetings where the Township has participated. He also discussed the Township's participation in the upcoming Wreaths for Veterans ceremony that will take place December 8th.

Trustee Toman reported on the Crime Watch and efforts to discuss participation by neighboring townships in Ellsworth's EMS daytime calls.

Trustee Houston discussed his actions to recruit another Zoning Commission member.

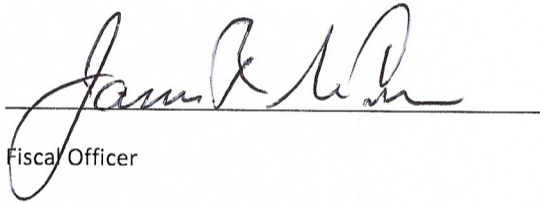
OLD BUSINESS:

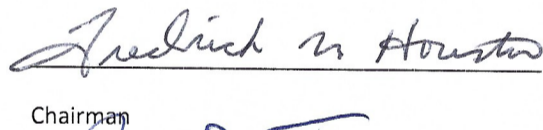
The Fiscal Officer requested feedback from the OTARMA Risk Assessment done on June 16th. Mr. Stroney advised that the basketball pole in the park will be removed and possibly placed elsewhere.

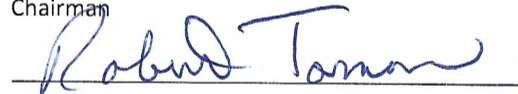
NEW BUSINESS:

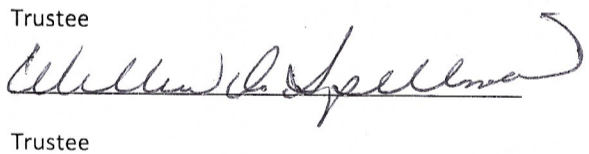
The next meeting will be held at 7:00 pm on Wednesday, December 9, 2020 at the Fire Hall. A 2021 budget workshop will be held prior to the meeting, beginning at 6:00 pm.

At 8:45 pm, 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