

RECORD OF PROCEEDINGS

Held _____ 20 _____

MINUTES OF ELLSWORTH TWP BOARD OF TRUSTEE'S

REGULAR MEETING

January 6, 2018

Chairman Robert Toman called the January 6, 2018 regular meeting of the Ellsworth Trustees to order at 10:02 am. A roll call was taken to establish a quorum: Trustee Fredrick Houston- present, Vice Chairman William Spellman - present, Chairman Robert Toman – present. Also present were Fiscal Officer James DeCenso, Maintenance Supervisor Matt Stroney, Zoning Inspector Wayne Sarna, Fire Chief Robert Sternburg, Assistant Chief Tom Powell, Zoning Commission Chairman Sean Giblin, and ZBZ Commissioner Jim Tripp. The Pledge of Allegiance was recited.

MINUTES: Fiscal Officer DeCenso presented the minutes from the December 16, 2017 regular Trustee meeting. No one in attendance requested that the minutes be read. Trustee Houston made a motion to accept the minutes from the regular meeting held December 16, 2017. Trustee Spellman seconded the motion. The roll call vote was all in favor.

FISCAL REPORT: Fiscal Officer James DeCenso reported that he has not closed the 2017 books, however he felt that the report is accurate. December receipts were \$13,654.88. December's expenditures were \$30,082.88. Total 2017 receipts were \$441,717.32 while total expenditures for 2017 were \$471,913.75. Mr. DeCenso's report included a fund balance decrease in December of \$16,428.00 creating a decrease in funds for 2017 of \$30,196.43. The fund balance as of December 31, 2017 was \$775,514.55 minus the outstanding SIB loan of \$157,327.00 and the amounts encumbered of \$118,900.14 for a net balance of \$499,287.41. Mr. DeCenso explained that the amount due to Vernal paving of \$81,380.00 is the largest amount of that encumbrance. Expenditures included the approved payment for new fire/EMS reporting software in the amount of \$3,527.00. Mr. DeCenso then provided communication received by the Township, including a letter from the Mahoning County Prosecutor describing the process to put a levy on the ballot in Mahoning County. He then reviewed with the Board a description of services currently purchased from Armstrong Cable Co. and quotes to enhance services. He also introduced a depository Agreement received from Farmers National Bank covering the term 3/15/2016 through 3/14/2021 requiring the Trustees signatures. Mr. DeCenso then discussed the invoice received from RT Vernal Paving for \$85,570.20. The amount approved was \$81,380.00. The invoice does cover additional services provided due to variable asphalt depths and repairs. Mr. DeCenso indicated that he had sent this information to Jason Young, who engineered and supervised the project for his review. After Board discussion, Trustee Houston made a motion to approve up to \$4,190.20 additional to pay RT Vernal, upon the completed review by Jason Young. Trustee Spellman seconded the motion. The roll call vote was all in favor. The Board then discussed the appropriateness to pay Zoning and Zoning Board of Appeals members for their attendance at a workshop presented by Atty. Mark Finnamore. The workshop was held immediately following a Zoning Commission meeting on September 12, 2017. After some discussion and explanation of the event, Trustee Houston made a motion to authorize a regular workshop attendance stipend to any member of the Zoning Commission or Zoning Board of Appeals that attended the Atty. Finnamore presentation on September 12, 2017, with proper attendance records provided by their Board secretary. Trustee Spellman seconded the motion. The roll call vote was all in favor.

At 10:20 am, Trustee Houston made a motion pursuant to ORC 122.22(G)(3) to enter into Executive Session to discuss legal matters relevant to the Township. Trustee Toman seconded the motion. The roll call vote was Trustee Spellman-yes, Trustee Houston-yes and Chairman Toman-yes. The Board invited Township council Jim Mathis and Zoning Inspector Wayne Sarna to join the Executive Session.

At 10:50 am, Trustee Spellman made a motion to return to regular session. Trustee Houston seconded the motion. The roll call vote was all in favor.

MAINTENANCE REPORT: Mr. Matt Stroney advised the Board that the Zoning Office upgrades have been completed. He is in the process of initiating the Admin/Fire Hall restroom remodel project. At that time, Trustee Houston asked the Fiscal Officer if the Board had approved Mr. Stroney's attendance at the 2018 OTA Winter Conference. It was determined that Board approval for 2018 had not been completed. Trustee Houston then made a motion to approve Matt Stroney to attend the 2018 OTA Winter Conference and that his expenses will be paid or reimbursed following the current policies approved at the 2018 Organizational meeting. Trustee Spellman seconded the motion. The roll call vote was all in favor.

ZONING REPORT: Zoning Inspector Wayne Sarna began his report by thanking Matt Stroney and his crew for the Zoning Office remodel. He then reported that he had written 26 permits in 2017, which is up from the previous year of 21. Mr. Sarna then requested from the Board a cordless phone for his office and more Zoning Resolution books. After Board discussion, Trustee Houston made a motion to approve up to \$200 for a Zoning Office phone and up to \$200 to reprint more Zoning Resolution books. Trustee Spellman seconded the motion. The roll call vote was all in favor.

RECORD OF PROCEEDINGS

Minutes of

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO 10148

Held _____

20 _____

Regular Trustee Meeting January 6, 2018 Continued

Since the last meeting, Mr. Sarna had received a zone change application from Agricultural to Industrial for a parcel located on Crory Road. He indicated that he is waiting for a legal description of the property so that the application can be forwarded to the Mahoning County Planning Commission prior to submission to the Township Zoning Commission. He reported that the Zoning Board of Appeals would be hearing an appeal for an addition and deck to 11140 Diehl Lake Rd, on January 25, 2018 at 6:30 pm. He then advised the Board that he would begin to review all building permit requests from the Diehl Lake properties with the Zoning Commission before approving. Mr. Sarna also requested the Board to review a Transient Vendor Policy that could be administered through his office. The Board agreed to review and discuss at a future meeting.

The Board then discussed Zoning Board openings. Trustee Houston advised that Dr. Jerry Matteucci's position on the ZBA expired at the end of 2017 and he made a motion to re-appoint Dr. Matteucci to a five year term effective January 1, 2018. Trustee Spellman seconded the motion. The roll call vote was all in favor. Trustee Spellman then discussed the need for a new member on the Zoning Commission. Trustee Houston advised that originally five applications were received for this position, however only two applicants attended an interview. After some discussion regarding the confirmed legality of related parties serving on both the Zoning Commission and Zoning Board of Appeals, Trustee Houston made a motion to appoint Deloris (Dee) Tripp to a five-year term to the Zoning Commission effective January 1, 2018. Trustee Spellman seconded the motion. The roll call vote was all in favor.

FIRE DEPARTMENT: Chief Robert Sternburg advised the Board that since the last meeting there was one structure fire, one false alarm, and one motor vehicle accident. There were four EMS emergency calls and three with transports. He reported that the Township provided mutual aide three times to surrounding communities and received aide three times. Chief Sternburg gave an update of the new reporting software and indicated that some of the reporting backlog has begun to be reduced. He requested that Brandon O'Hara be approved as a probationary firefighter and announced that Dean Stevens has passed his Captain test and has been promoted from Lieutenant to Captain. He then updated the Board on the FEMA SCBA grant and that the department has been approved for sixteen new 2018 standard air packs with masks and bottles. He requested from the Board approval for the 2018 Ladder test from Caterpillar. The ground and aerial test cost would be \$1,110.25. This price is discounted as the Mahoning County Firechiefs Association has approved Caterpillar for all county testing. Chief Sternburg updated the Board on the local 911 dispatch centers and that the Township would have high costs to purchase new radios to move to another center. Trustee Spellman made a motion to approve \$1,110.25 for ladder testing and to approve Brandon O'Hara as a probationary firefighter. Trustee Houston seconded the motion. The roll call vote was all in favor. The Board congratulated Dean Stevens.

EMS DEPARTMENT: Chief Sternburg gave the EMS report. He reported that the new Ambulance is in service now that the loaner cot has been installed. He is still waiting for a gas card for the vehicle.

COMMITTEE REPORTS: Trustee Spellman reminded the Board that the Mahoning County Engineer will soon be scheduling the annual meeting and that the Township equipment inventory will need to be compiled for that meeting.

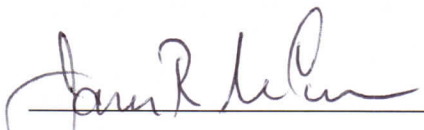
OLD BUSINESS: No Old Business was discussed.

NEW BUSINESS:

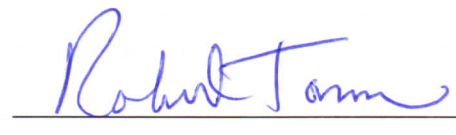
The Board discussed maintaining Callos for summer help. The Township will most likely need a new summer helper and that any interested party should contact Mr. Stroney.

The Board discussed a date for the next meeting and to hold a Budget workshop one hour prior to the meeting. It was decided to hold the next meeting at 7:00 pm on February 21, 2018 with the Budget Workshop to start at 6:00 pm.

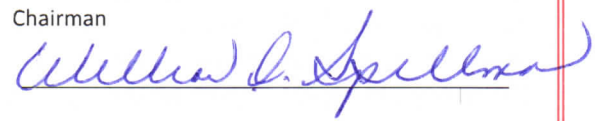
At 11:35 am, Trustee Spellman made a motion to adjourn the meeting. Trustee Houston seconded the motion. The roll call vote was all in favor.



Fiscal Officer



Chairman



Trustee



Trustee