

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 16, 2017

Chairman Fredrick Houston called the December 16, 2017 regular meeting of the Ellsworth Trustees to order at 9:00 am. A roll call was taken to establish a quorum: Trustee William Spellman - present, Vice Chairman Robert Toman - present, Chairman Fredrick Houston - present. Also present were Fiscal Officer James DeCenso, Maintenance Supervisor Matt Stroney, Zoning Inspector Wayne Sarna, and Asst Fire Chiefs Tom Powell and Brian O'Neil.

MINUTES: Fiscal Officer DeCenso presented the minutes from the November 8th regular Trustee meeting. No one in attendance requested that the minutes be read. Trustee Spellman made a motion to accept the minutes from the regular meeting held November 8, 2017. Trustee Toman seconded the motion. The roll call vote was all in favor.

At 9:06 am, Trustee Spellman made a motion pursuant to ORC 122.22(G)(1) to consider a candidate for appointment to the Township Zoning Commission. Trustee Toman seconded the motion. The roll call vote was Trustee Spellman-yes, Trustee Toman-yes and Chairman Houston-yes.

At 9:27 am, Trustee Toman made a motion to return to regular session. Trustee Spellman seconded the motion. The roll call vote was all in favor.

FISCAL REPORT: Fiscal Officer James DeCenso reported November receipts of \$33,271.70. November's expenditures were \$37,561.37. Total YTD receipts as of November 30, 2017 were \$428,062.44 while expenditures for that eleven-month period were \$441,830.87. Mr. DeCenso's report included a fund balance decrease in November of \$4,289.67 making an eleven-month decrease in funds of \$13,768.43 from January 1, 2017. The fund balance as of November 30 2017 was \$791,942.55 minus the outstanding SIB loan of \$157,327.00 and the amounts encumbered of \$138,996.58 for a net balance of \$495,615.55. Mr. DeCenso explained that the amount due to Vernal paving of \$81,380.00 is the largest amount of that encumbrance. Included in receipts for November was \$15,624.94 reimbursed from the State of Ohio for 2016TY 2nd Half Real Estate Homestead and Roll Back Taxes. Expenditures included the approved payments to the Mahoning County Sheriff of \$7,625.00 for the Township's share of the School Resource Officer and \$2,500.00 to Dave Ashburn for of the Ellsworth Fire Dept. for materials used in building the department's gear dryer. Mr. DeCenso then presented invoices, previously paid of \$555.40 including \$150.00 to the Firemans' Dependents Fund of \$150.00 and yet unpaid of \$9,493.62 including \$9,196.00 for the 2018 Ohio BWC premiums. Trustee Toman made a motion to approve and/or pay a combined total of \$10,049.02. Trustee Spellman seconded the motion. The roll call vote was all in favor. Mr. DeCenso then presented his request of \$600,452.00 for 2018 temporary appropriations. The amount is based on 2018 needs for the Township until permanent appropriations are approved by the Trustees but not longer than three months. The Board discussed that Budget meetings will be scheduled in early 2018 to calculate 2018 permanent appropriations. Trustee Toman made a motion to set 2018 temporary appropriations to \$600,452.00. Trustee Spellman seconded the motion. The roll call vote was all in favor. He then advised the Board that he recently attended a county meeting provided by the Mahoning County Auditor. At that meeting representatives from the Ohio Auditor's office and the Ohio Attorney General's office presented some significant changes to Credit Card policies that will be needed as the result of HB312 currently in the legislature. Mr. DeCenso then notified the Board that the 2018 Healthcare renewal quote from the current carrier Coventry, was received at \$6,442.74 per month. That is a 25.5% increase. He advised the Board that unfortunately, other carriers approached (Anthem, Medical Mutual and United Healthcare), were unwilling to quote against this price. The quote received is discounted through our membership in the OTA. There was also discussion regarding the rules of open enrollment and Qualified Events that can allow an eligible employee to join the Township's group policy throughout the year. Trustee Toman made a motion to renew the 2018 Healthcare group policy with Coventry at a cost of \$6,442.74 per month. Trustee Spellman seconded the motion. The roll call vote was all in favor.

MAINTENANCE REPORT: Mr. Matt Stroney advised the Board that there was one Ellsworth burial last month and two in Berlin as part of shared services. He advised the Board that the Holiday decorations are up and that the new exterior Zoning office door had been installed. Also that Vernal has completed the back filling around the parking lot and repaved an area where water has puddled. Mr. Stroney reported that he has worked on some estimates to remodel the restrooms at the Admin/Fire Hall and to bring them up to ADA requirements. He has also reviewed projects approved in 2017 that will be carried over to 2018. The Board discussed the restroom remodel and materials needed. Since the work will be performed with Township labor, the time frame will be longer and will concentrate on one restroom at a time. Trustee Toman made a motion to encumber \$3,000.00 to remodel the Fire/Admin Hall restrooms. Trustee Spellman seconded the motion. The roll call vote was all in favor.

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Regular Trustee Meeting December 16, 2017 Continued

ZONING REPORT: Zoning Inspector Wayne Sarna reported that since the last meeting, he had written three permits. Permits were issued for a detached garage, a storage building, and a 14 x 40 addition with a deck on Diehl Lake Rd. An adjacent neighbor to the addition has filed a complaint that the permit is not in compliance with the current Zoning Resolution. A \$400.00 fee was paid and the matter has been referred to the Zoning Board of Appeals. He reported that he had attended the Zoning Commission meeting held on December 12, 2017. He has also received from Baird Tree Service, a zoning change request from Agriculture to Industry for eight acres of property on Crory Rd. That request will be referred to the Zoning Commission. The Board took this time to discuss the opening on the Zoning Commission. The Board will set up interviews with interested parties prior to the next regular meeting.

FIRE DEPARTMENT: Assistant Chief Brian O'Neil gave the Fire report. He reported two service calls, six false alarms, five motor vehicle accidents, one good intent call, and two structure fires. There were six EMS emergency calls and seven with transports. He reported that the Township provided mutual aide ten times to surrounding communities and received aide three times. He then requested six sets of windshield wipers at \$50.00 per set for the fire and EMS vehicles. Trustee Spellman made a motion to encumber \$300.00 for the purchase of windshield wipers for Fire and EMS. Trustee Toman seconded the motion. The roll call vote was all in favor. Chief O'Neil then requested approval of Brandon O'Hara as a probationary firefighter. He has already completed firefighter II certification. The Board preferred to wait for the actual application before voting on his approval

EMS DEPARTMENT: Assistant Chief Brian O'Neil gave the EMS report. He felt that the new ambulance would be the primary emergency vehicle within the week. It has however already been used as a backup. There was no new information on the Ohio BWC Grant Application. A cot for the new ambulance is on loan from the Canfield Fire Dept until the grant is announced. The Board then discussed the current communication process with the EMS billing service. Both Chief O'Neil and Fiscal Officer DeCenso felt that collections were being reported timely, however they both felt that the service company should provide additional reporting data.

COMMITTEE REPORTS:

Trustee Spellman asked if expenses for the OTA conference were in order. The Fiscal Officer indicated that all expense approvals would be covered in the 2018 Organizational meeting and 2018 Budget Appropriations. Trustee Spellman announced that the Board will begin to review Strategic plans for the Township. He reported about the meeting held last month with Bob Durbin from the Mahoning County Engineer's office. They reviewed the county roads located within the Township and hoped that his knowledge of these roads will help with future repairs. Mr. Durbin felt that the Township roads were in good order. Trustee Spellman felt that the relationship with the County is good and that the County will once again be the supplier of road salt for the Township. He also reported that the Ellsworth Community School Park sign construction continues. He indicated that they might be short of funds to complete. The Township originally approved \$700.00 and \$500.00 has already been spent. The plan is to complete the project by year-end if possible. Trustee Spellman made a motion to encumber an additional \$300.00 to the project. Trustee Toman seconded the motion. The roll call vote was all in favor. Trustee Spellman continued with the suggestion to review retaining an engineering company, such as MS Consultants. Their knowledge of available public works grants and engineering could be very valuable going forward. The Board agreed to investigate this idea.

Trustee Toman reported that the Crime Watch group has reached one thousand ninety-five members. He discussed the sense of loss of communication to the Township residents since the Round Up has gone electronic. The Board recognized the expense involved with delivering the paper around the Township and would like to explore other means of communication. Trustee Toman indicated that he might attend a School Board meeting to inquire about their perception of the matter.

OLD BUSINESS:

No Old Business was discussed.

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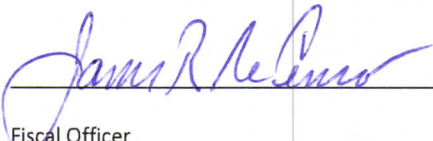
Held _____ 20____

Regular Trustee Meeting December 16, 2017 Continued


NEW BUSINESS:

The Board discussed the date for the 2018 Organizational meeting and the next regular meeting. Trustee Toman made a motion to hold the 2018 Organizational meeting on January 6, 2018 at 9:00 am with the Regular Meeting to follow. Trustee Spellman seconded the motion. The roll call vote was all in favor.

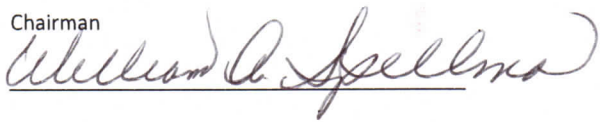
At 11:08 am, Trustee Toman made a motion to adjourn the meeting. Trustee Spellman seconded the motion. The roll call vote was all in favor.




Fiscal Officer



Chairman



Trustee



Trustee