

# 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

FEBRUARY 10, 2016

Chairman William Spellman called the February 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, Fire Chief Robert Sternburg, and EMS Director Brian O'Neil. Guests in the audience include Jim Tripp from the Ellsworth Zoning Commission. The Pledge of Allegiance was recited.

MINUTES: Fiscal Officer DeCenso presented the minutes of the January 13, 2016 regular Trustee meeting. No one in attendance requested that they be read. Trustee Toman made a motion to accept the minutes. Trustee Houston seconded the motion. The vote was all in favor.

FISCAL REPORT: Fiscal Officer James DeCenso reported that he has still been working on closing the Township books for the year 2015 and that final reports would be made available soon. He reported that all W2 forms have been printed and mailed or distributed. He reported that during his budget review process that he noticed the Township did not receive its 2015 Homestead Exemption distribution. He has worked with the State and County to rectify the situation and funds should be received in February. He also reported that no currently elected official or employee of the Township is listed as an authorized user of the safety deposit box located at Farmer's National Bank in Canfield. Mr. DeCenso then read a letter that he authored for, for all Trustees to sign authorizing any of them or the Fiscal Officer access to the safety deposit box. All trustees signed the document. He will deliver the letter to Farmer's National Bank. He then reported that communication received since the last meeting included a notice from Armstrong Cable that they will begin notifying Township residents of a rate increase. Also received was a notice from Callos Resources that they would be adding a \$0.05 per hour charge to cover Affordable Care Act expenses. This is to ensure that seasonal employees hired through Callos would not be considered employees of the Township for health care responsibilities. Mr. DeCenso then presented the ODOT 2015 Township Highway Certificate for Trustee signature. The document certifies the township roads and Inventory. This document and the 2016 Inventory will then be delivered to the Mahoning County Engineer. The Trustees all signed the document. He then reported that total expenditures in January were \$34,865.52 and receipts were \$10,551.09. The cash balance on January 31<sup>st</sup> was \$791,640.47. Mr. DeCenso then announced that he would like to attend the 2016 Local Government Conference in Columbus in March. Registration was not yet open so he did not have relevant costs. Trustee Houston made a motion to send the Fiscal Officer to the 2016 Local Government Conference and to pay any related expenses. Trustee Toman seconded the motion. The vote was all in favor. Trustee Houston then asked when 2016 Budget meetings could commence. The Board discussed potential available dates and decided to hold the Budget meeting after the end of the next regular business meeting on March 9, 2016.

MAINTENANCE REPORT: Mr. Matt Stroney advised that there was one funeral in January. He advised the Board that he has created a new cemetery form for use with plot sales and burial fees and also created an indigent burial policy. This new form will also be used to communicate receipts with the Fiscal Officer. He then reported that the Boiler's have passed State inspection. The required water samples have been sent to the Board of Health. The cabinets have been installed in the Fire Chief's office and the gas line has been installed in the Fire hall kitchen. Mr. Stroney advised the Board that he is down to the last Township flag and must purchase a minimum of twelve for \$576.00. The EFD#1 engine was delivered to the Ellsworth Township Historical Society. He advised the Board that he has investigated a newly designed snowplow shoe that he suggests be used by any Township snowplow, including third parties. The shoe oscillates up to eleven degrees and should reduce any surface damage to Township roads. He then reported that the Maintenance building overhead door springs have broken and that a proposal of \$1,356.00 has been received from JW Murdoch, Inc to replace both springs. He also asked that residents be asked through the Round-Up to only throw recyclable objects into the Recycle bins and to not stack items outside the bins. He has had to remove garbage and other non-recyclable trash from the area. A motion was made by Trustee Houston to authorize \$1,932.00 to purchase flags and to have the Maintenance building overhead door springs replaced. Trustee Toman seconded the motion. The vote was all in favor.

ZONING REPORT: Mr. Wayne Sarna gave his Zoning report. Since the last meeting, he has taken in one CAUV exemption application for an open roof structure located at 5880 S. Salem Warren Rd. He reported an inquiry from the Mahoning County Building Dept. regarding equipment located at 8803 Palmyra Rd, for which he has not yet had any building permits requested. At the previous evening's Zoning Commission meeting, the board was approached regarding the opening of a yarn shop by Township residents that raise Alpacas. The board will review the options of either rezoning their existing residential property where their house is located or for the property owners to build an auxiliary building on their existing

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Regular Trustee Meeting February 10, 2015 Continued

agriculture property. Also discussed at the Zoning Commission meeting, was the procedure for issuing permits on P.U.D. property and enforcing zoning ordinances on such property. Mr. Sarna also advised the Trustees that he has the final draft of the Land Use Plan Map and that it would require the Trustees to review and sign it. The Trustees decided to review the map at the end of the regular meeting. The board also discussed with Mr. Tripp, the response from Atty Finnamore that a PUD is under the jurisdiction of local Zoning, however the Zoning Commission or the PUD itself can create additional restrictions.

FIRE DEPARTMENT: Chief Sternburg gave the Fire Department report. The chief reported two service calls, nine EMS calls and two vehicle crashes since his last report. The chief asked that the Township reimburse the Ellsworth Township Fire Association for costs associated from sending Township firefighters and EMS members to the Mahoning County Firefighters Symposium held at the Mahoning County CTC. The total cost was \$525.00. Trustee Toman made a motion to reimburse the Ellsworth Township Fire Association \$525.00 for the cost to send Ellsworth fire and EMS members to the Symposium. Trustee Houston seconded the motion. The vote was all in favor.

EMS DEPARTMENT Director Brian O'Neil reported that there were seven EMS transports since his last report. He then requested that the Township approve payment of \$295.00 to the billing company Quest, to gain annual re-certification from Medicare/Medicaid. The Rx license renewal will be \$150.00. He also requested medical supplies from PennCare in the amount of \$645.90. Trustee Houston made a motion to approve the total of expenditures of \$1,090.90 for Quest (\$295.00), the Rx license (\$150.00) and the medical supplies (\$645.90). Trustee Toman seconded the motion. The vote was all in favor.

#### COMMITTEE REPORTS:

Trustee Toman reported that the school property acquisition process was moving along well. The Township is waiting for a closing date from the Title Company. Trustee Toman then reported that the Knox Energy representative would be visiting the Township next month.

Trustee Houston reported that the OTA winter conference had once again been a great resource for information and contacts from around the state. Both Trustees Toman and Spellman concurred.

Chairman Spellman reported that he attended a meeting with the Mahoning Valley Sanitary district and that the emphasis is to review the water run-off from Ellsworth properties to the Meander watershed. Trustee Houston added that a new law requires any farmer with more than fifty acres, to obtain a fertilizer license. Chairman Spellman also updated the board about discussions for any proposed sewer line expansions. The MVSD is in the process of obtaining a consultant to review the process, prior to any neighborhood meetings. Also that he and the other Trustees will be attending a meeting with the Mahoning County Engineer and that they have created a file of county roads that desperately need repairs.

Trustee Houston advised the Board that Jason Young, PE, had advised him that the application for the Parking Lot Re-pavement Project grant had been denied by the Ohio EPA as they no longer include parking lots as applicable projects for the recycling grant. He also advised the Board that Mr. Young would not be billing the Township for any of his work leading up to the State's decision. The board then discussed the willingness of the Board to bid the parking lot paving even without any grant opportunities. The Board asked Trustee Houston to discuss this possibility for 2016 with Mr. Young.

Chairman Spellman reviewed the Board's work to change the emergency dispatch from Sebring Village to Canfield. The Ellsworth Township's attorney had reviewed the Agreement from Canfield and certain language was changed to each party's satisfaction. Chairman Spellman provided the new Agreement to the Board for individual signatures. Chief Sternburg reviewed the logistics required to make the changeover as seamless as possible. It is still planned for February 14, 2016.

At this time Fiscal Officer DeCenso proposed to the Board that for future meetings, any Township departments requesting expenditure approvals submit their requests to him prior to the meeting. He can then summarize the requests onto a spreadsheet that he can then distribute to the Trustees prior to the meeting and to have available for the public. This would assist in maintaining the required purchase orders and to be able to review projects as they are completed. The Board agreed to try it for the next meeting.

At that time Mr. Sarna set up the Land Use Plan Map for the Trustees to review. The Trustees then signed off on the map as it was presented.

Chairman Spellman announced that the next regular meeting would be held Wednesday March 9, 2016 at 7:00 p.m. The budget reviews will be held at the end of the regular business that evening.

At 8:34 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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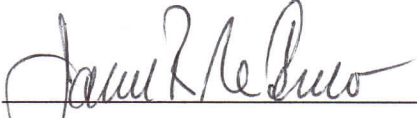
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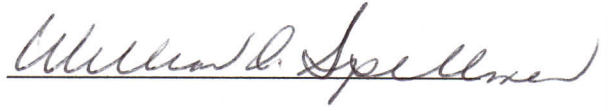
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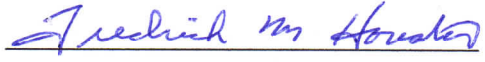
Regular Trustee Meeting February 10, 2015 Continued

  
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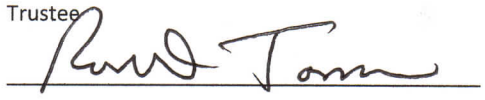
Fiscal Officer

  
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Chairman

  
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Trustee

  
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Trustee