

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

September 13, 2017

Chairman Fredrick Houston called the September 13, 2017 regular meeting of the Ellsworth Trustees to order at 7:00 pm. A roll call was taken to establish a quorum: Trustee Robert Toman - present, Vice Chairman William Spellman - present, Chairman Fredrick Houston – present. Also present were, Fiscal Officer James DeCenso, Zoning Inspector Wayne Sarna, Maintenance Supervisor Matt Stroney, Fire Chief Robert Sternburg, Asst. Chief Brian O'Neil, and Asst. Chief Ted Smith.

MINUTES: Fiscal Officer DeCenso presented the minutes from both the August 9th regular Trustee meeting and the September 5, 2017 special 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 August 9, 2017. Trustee Toman seconded the motion. The roll call vote was all in favor. Trustee Spellman made a motion to accept the minutes from the special meeting held September 5, 2017. Trustee Toman seconded the motion. The roll call vote was all in favor.

FISCAL REPORT: Fiscal Officer James DeCenso started his Fiscal Report by reporting August receipts of \$88,854.18. August's expenditures were \$28,317.04. Total YTD receipts as of August 31, 2017 were \$338,882.34 while expenditures for that eight-month period were \$291,210.51. The fund balance as of August 31, 2017 was \$853,382.81 minus the outstanding SIB loan of \$157,327.00 for a net balance of \$696,055.81. Mr. DeCenso's report included a fund balance increase in August of \$60,537.14 making an eight-month increase of \$47,671.83 from December 31, 2016. Mr. DeCenso reported that the Township received \$70,000.00 in property tax estimates in August. Also, cable franchise fees were received of \$6,863.92. OTARMA paid to the Township \$919.42 as a previous year capital refund plus a \$300.00 loyalty fee. Mr. DeCenso advised the Board that the new UAN computer and printer have been installed in his office. These are provided by the State of Ohio as part of the UAN quarterly fees. This frees up a computer and printer that can be used by another department. He then advised the Board that he had received a bid from Grace Exterminating for \$950.00 for 9/1/17 – 8/31/18 services. Also received is an invoice to pay \$249.00 for the installation of light bars on the Township maintenance truck. The Mahoning County Sheriff donated the light bars. Trustee Toman made a motion to approve \$1,199.00 for the Exterminator Agreement and to pay for the light bars installation. Trustee Spellman seconded the motion. The roll call vote was all in favor. Mr. DeCenso advised the Board that a settlement request was received on an outstanding EMS invoice. After discussion with Chief O'Neil, and considering the advise of the billing company to deny the request, it was decided to return the matter to the EMS billing company and attempt to negotiate a higher settlement. Mr. DeCenso notified the Board that the Fire Hall has been requested for Sunday, Oct 29th for the annual Trick or Trunk sponsored by the Fire Association. Chairman Houston advised the Board that the Vindicator had requested the Township's Halloween schedule. Trustee Spellman made a motion to hold Halloween hours on Tuesday October 31, 2017 from 5:00 pm to 7:00 pm and to provide the Fire Hall to the Fire Association without charge on the 22nd. Trustee Toman seconded the motion. The roll call vote was all in favor.

At that time Chairman Houston introduced Dr. Rajendra Koirala. Dr. Koirala is requesting the Board to accept an Economic Development Transfer Form "TRES" of a C-1, C-2 and D-6 liquor license from an out of Township location to 11025 Akron Canfield Rd. (Sunoco Gas Station). Dr. Koirala explained to the Board that he is the new owner of a business in Ellsworth and that the current liquor license will not transfer to him, as the prior owner owes taxes to the State of Ohio and he believes that they will not be paid. The "TRES" is an Ohio process designed to add an additional license to a township that is already at the maximum allowed based on population. The process requires the approval of the Board of Trustees. Trustee Toman explained that the State allows one liquor license per one thousand population. If the previous tenant of the Sunoco station does not pay his back Ohio sales taxes and the license is not renewed, Dr. Koirala would not be able to obtain a new license thru normal channels as the Township is already at the maximum allowed amount of three. Dr. Koirala explained that he might not be able to maintain his business without a valid beer carry out license. At 7:38, Trustee Spellman made a motion, pursuant to ORC 122.22(G)(2) to enter into executive session to consider the economic development form requested by Dr. Koirala. Trustee Toman seconded the motion. The roll call vote was Spellman –yes, Toman –yes, and Houston –yes. The motion carried and the Board invited the Fiscal Officer into the executive session.

At 7:55, Trustee Toman made a motion to return to regular session. Trustee Spellman seconded the motion. The roll call vote was all in favor. Chairman Houston explained to Dr. Koirala that he should explore other options to obtain a license in a different manner. Chairman Houston advised Dr. Koirala that the Board would gather more information and try to reconsider his request at the October meeting or at least before the end of the year.

MAINTENANCE REPORT: Mr. Matt Stroney advised the Board that there was one burial in Ellsworth last month and that he assisted in one burial in Berlin. He advised the Board that he met with a contractor to repair the plaster in the Mausoleum and should have a proposal by next month. As requested at a prior meeting, he had gathered prices for a tree for the cemetery. Prices ranged from \$144 to \$199. Mr. Stroney requested that the drainpipe behind the pond, be extended by forty feet. The cost of the pipe is \$1,190.00 delivered. He would be able to install the pipe. In regards to earlier discussions

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Regular Trustee Meeting September 13, 2017 Continued

about the gas burner in the Town Hall, he advised the Board that there is 282 gallons of oil currently in the tank and that the Township also has a 144 gallon credit for the oil removed from the Fire Hall tanks. His suggestion is to continue burning oil while an oil inventory is available. Mr. Stroney also reminded the Board that winter is approaching and that plans for salt and plowing need to be approved and reviewed. He also provided a quote from Casual Carpets to install carpet in the Zoning office at a cost of \$975.50. Paint for the office would be approximately \$100.00. He also noted that the outside door is rotted and needs replaced. He obtained a quote of \$1,307.00 for a door with a frame, and he will get a quote for a door without a new frame for comparison. After some discussion, Trustee Toman made a motion to approve \$2,265.50 from the General Fund, to purchase the requested drainpipe at \$1,190.00, to accept the bid from Casual Carpets for \$975.50 and to allocate up to \$100.00 for paint for the Zoning Office. Trustee Spellman seconded the motion. The roll call vote was all in favor. At that time Trustee Spellman made a motion to spend \$175.00 for the purchase of a 14' tree from Parks Nursery to replace a tree removed from the cemetery. The Board discussed the matter as to the need to replace the old tree and any precedence that this may set for other residents to request other trees. Trustee Toman seconded the motion. The roll call was Spellman –yes, Toman – yes, Houston -no. The motion carried two to one.

ZONING REPORT: Zoning Inspector Wayne Sarna advised the Board that since his last report, he had issued two permits; one for a privacy fence on Gault Rd and one for a single family dwelling on Leffingwell Rd. He received one use variance request from a storage garage to living area on Diehl Lake Rd. The Board of Zoning Appeals has scheduled a hearing for September 25, 2017. The variance request fee of \$400.00 was collected. He reported on an inspection to 9914 W Hill Rd. The grass needs cut again and it appears that the roof has been replaced. He is in contact with the owner. He reported that there has not yet been a transfer of the property sold at foreclosure at 4735 Salem Warren Rd. Mr. Sarna reported that he is also following the status of a complaint filed with the Mahoning County Health Department on the property located at 6015 S. Salem Warren Rd. He will update the Board as information is received. Mr. Sarna requested a two-drawer file cabinet for his office. There was then discussion regarding the hiring of a deputy sheriff to attend the BZA meeting on September 25th. The Board advised Mr. Jim Tripp, of the BZA that he could hire a deputy if he thought it would be prudent. Mr. Sarna also advised the Board that he and other Zoning Commission and ZBA members attended a zoning workshop facilitated by Atty. Finnermore.

FIRE DEPARTMENT: Chief Robert Sternburg gave the Fire report. He reported four service calls, five false alarms, two motor vehicle accidents, one structure fire, and one hazardous call. There were fourteen EMS emergency calls and two with transports. He reported that the Township provided mutual aid seven times to surrounding communities and received aid once. Chief Sternburg advised the Board that Mr. Fred Schrock has accepted his request to become the Fire Department Chaplin. He requested that the Township purchase a Chaplin uniform for him at a cost of \$310.00. Chief Sternburg also requested two Blast Masks for training purposes at a cost of \$226.00 and that the Board consider changing over to a new Fire/EMS software reporting system. This web-based system provides better integrated reporting and data retrieval. The cost is approximately \$3,000.00 and annual renewals would be around \$2,400.00. Current software does not integrate Fire and EMS. The Chief also requested that the Board accept Joseph Milano as a probationary firefighter. Trustee Spellman made a motion to accept Joseph Milano as a probationary firefighter and to purchase a Chaplin's uniform for \$310.00, Blast Masks for \$226.00 and to encumber \$3,000.00 for Fire/EMS Reporting Software. Trustee Toman seconded the motion. The roll call vote was all in favor. The Board then thanked Fred Schrock for his commitment as the Ellsworth Township Fire Chaplin.

EMS DEPARTMENT: Assistant Chief Brian O'Neil began his report by giving an update on the new Squad. Currently, the vehicle is in the paint shop at Myers and that some interior cabinetry is being installed. New lighting will be installed and then it will be sent for lettering. Chief O'Neil indicated that the original approval of \$55,000.00 might be a bit low as quotes for reconditioning are higher than estimated. Also that some interior improvements to the older Squad, such as tablet holders would assist in efficiency. He felt that an additional \$6,500.00 would be sufficient. Trustee Toman made a motion to increase the encumbrance for the new ambulance by \$10,000.00 from \$55,000.00 to \$65,000.00. Trustee Spellman seconded the motion. The roll call vote was all in favor. Chairman Houston requested that a detail of expenses be maintained and reported to the Board.

COMMITTEE REPORTS:

Chairman Houston reported that he had participated in a meeting with EMS and the billing company to discuss how to increase efficiency in getting required data from EMS personnel to the billing company. The new software reporting system should be a big help. Also discussed was a series of reports that the billing company will provide to the Township for management purposes.

Trustee Spellman gave an update on the Ellsworth School Park sign being built by the Eagle Scouts. He thanked the Ellsworth Historical Society and the Township maintenance crew for their assistance. He also reported on the improvement to the Township's Canfield Fair display. He reported that the Land Bank would be releasing funds soon to demolish an abandoned house on Leffingwell Rd.

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Trustee Toman reported that the Crime Watch group now has 974 members. There was no significant crime in the Township last month. He also indicated that the Mahoning County Dept of Job and Family Services would like to renew the annual contract to provide workers, as needed by the Township. An executed Agreement will be returned to MCDJFS.

OLD BUSINESS:

Chairman Houston reported that the Township Complex Parking Lot has been paved and lined. The contractor will return to finish the back-fill and take care of some minor problems.

The Board announced that the appreciation and recognition meeting will be held September 18th for the Zoning Boards, the Fire Department and other people that provide their time to the Township. Sarah Baird has been hired to provide food.

NEW BUSINESS:

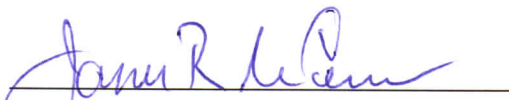
The Fiscal Officer advised the Board that he had researched a transient vendor policy. He had reviewed the ORC and also similar policies set by Jackson and Austintown Townships. The Board indicated that they would review this information and consider it next month.

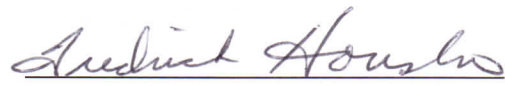
The next regular meeting will be at 7:00 pm on October 11, 2017 at the Town Hall.


At 9:30pm, Trustee Toman made a motion, pursuant to ORC 122.22(G)(2) to enter into executive session to consider the sale or purchase of property for public purposes. Trustee Spellman seconded the motion. The roll call was Trustee Spellman – Yes, Trustee Toman – Yes, Chairman Houston – Yes. The motion carried and the Board invited the Fiscal Officer to join them in executive session.

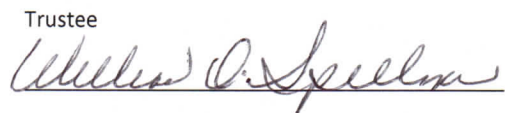
At 10:05 pm, Trustee Toman made a motion to return to regular session. Trustee Spellman seconded the motion. The roll call vote was all in favor. No actions were taken from Executive Session.

At 10:00 pm, 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