

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

June 14, 2017

Chairman Fredrick Houston called the June 14, 2017 regular meeting of the Ellsworth Trustees to order at 7:05 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, Austintown Fire Chief Andrew Frost and Jason Young P.E. from Todo Engineering. The Pledge of Allegiance was recited.

MINUTES: Fiscal Officer DeCenso presented the minutes from the May 10, 2017 regular Trustee meetings. No one in attendance requested that the minutes be read. Trustee Spellman made a motion to accept the minutes from the May 10th meeting. Trustee Toman seconded the motion. The roll call vote was all in favor.

TOWNSHIP COMPLEX PARKING LOT RESURFACING PROJECT: Chairman Houston opened two bids received for the Parking Lot Resurfacing Project. Bids were received from Barbicas Paving LLC and R.T. Vernal, Inc. The Chairman then directed Mr. Young to review the bids and to report back to the Board prior to the end of the meeting.

HAZ-MAT: Chairman Houston introduced Austintown Fire Chief Andrew Frost who gave a brief history of the funding for the Mahoning County Haz-Mat team. He reported that the Mahoning County Fire Chiefs Association has recommended a \$0.20 per resident fee to fund the team. The county will pay \$0.10 and each township/municipality will pay the other \$0.10 per resident. Ellsworth Township's annual fee would be approximately \$240.00. Chief Sternburg recommended acceptance as he has experience with the Haz-Mat response in the Township and feels that continuing support is essential to the safety of the residents. Trustee Spellman made a motion to expend the \$0.10 per Township resident from the General Fund, to the Mahoning County Haz-Mat Team for a one-year commitment. 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 May receipts of \$38,126.95. May's expenditures were \$44,534.60. Total YTD receipts as of May 31, 2017 were \$209,828.19 while expenditures for that five-month period were \$191,879.75. The fund balance as of May 31, 2017 was \$823,659.42 minus the outstanding SIB loan of \$157,327.00 for a net balance of \$666,332.42. Mr. DeCenso's report included a fund balance decrease in May of (\$6,407.65) and a five-month increase of \$17,948.44 from December 31, 2016. This compares to a similar five-month fund decrease in 2016 of \$26,409.31. Mr. DeCenso explained that in May, the Township collected from the State of Ohio, \$15,611.79 for the 1st half TY2116 Homestead and Rollback credits. Also collected from the BWC was the 2015 BWC group rating rebate of \$1,565.21 and \$809.00 in BWC audit reviews, but due to miscalculations by the Bureau the Township will need to repay \$628.00.

Mr. DeCenso also discussed the Township's Property and Liability Insurance renewal for \$13,518. OTARMA will distribute a \$919.42 capital distribution in 2017. Trustee Spellman made a motion to renew with OTARMA for \$13,518. Trustee Toman seconded the motion. The roll call vote was all in favor.

Mr. DeCenso advised that the Allied Lock project has been completed and that the \$3,285.00 approved in 2016 will now be paid. He went on to explain that the \$744.00 approved in April for flags has been exceeded by \$299.00 and will need approval for the additional amount. Trustee Spellman made a motion to refund the BWC \$628.00 and to approve up to \$299.00 to add to April's approval for flags. Trustee Toman seconded the motion. The roll call vote was all in favor.

TOWNSHIP COMPLEX PARKING LOT RESURFACING PROJECT: Chairman Houston then re-introduced Jason Young to review the bids received for the resurfacing project. Bids were received from Barbicas Paving, LLC of \$67,999.00 and R.T. Vernal, Inc of \$78,880.00. Mr. Young's original estimate was \$90,000.00. Mr. Young advised the Board that Barbicas Paving did not return the completed Contract or the required prevailing wage information. He indicated that the Board has the authority to accept an incomplete bid or to disqualify them. The Board discussed the potential risks of accepting an incomplete bid package, primarily without the prevailing wage guarantee. Trustee Toman made a motion to accept the bid from R.T. Vernal, Inc. for \$78,880.00. Trustee Spellman seconded the motion. The roll call vote was all in favor. The Board then discussed the need to hire Todo Engineering to oversee the paving project. Trustee Spellman made a motion to hire Jason Young, P.E. aka Todo Engineering at a rate of \$125.00 per hour as per needed to supervise the resurfacing project. Trustee Toman seconded the motion. The roll call vote was all in favor.

MAINTENANCE REPORT: Mr. Matt Stroney advised the Board of one Township burial in May and that he assisted in one burial in Berlin. He advised the Board that the Allied Lock project has been completed. The Board discussed that the Township may continue to call Allied Lock for service work, however notice should be given to Medeco that any further issues would cause the Township to seek a new vendor.

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Regular Trustee Meeting June 14, 2017 Continued

Mr. Stroney advised that the Western Reserve Senior Girls Softball team had written their names in the dugouts following the annual game against Jackson-Milton. This has since been cleaned and the students have written apology letters to the Board. Chairman Houston then introduced a request received from Milton Township Trustees for shared services with Ellsworth maintenance. Trustee Toman made a motion to accept shared maintenance services with Milton Township. Trustee Spellman seconded the motion. The roll call vote was all in favor.

ZONING REPORT: Zoning Inspector Sarna advised the Board that since his last report, he had issued two permits; one for a detached garage with a variance as approved by the ZBA on May 30, 2017, and also for a four-foot fence. He also issued an exemption permit to the Buckeye Horse farm for replacement of the wood on the front porch. The permit required an affidavit from his Zoning Office to the Mahoning County Building Inspector that the property is zoned agricultural. He also spoke to the owner of 9914 West Hill and that the owner intends to bring it back to a livable condition within the next sixty (60) days. Mr. Sarna reported that the site of an old girl scout camp in the Township is up for auction. The property is zoned agricultural and has been abandoned as a campground for over twenty (20) years.

FIRE DEPARTMENT: Chief Robert Sternburg gave the Fire report. He reported one vehicle fire, two service calls, one false alarm, and four motor vehicle accidents. There were eight EMS emergency calls and fourteen with transports. The Chief reported the Township provided mutual aid eight times and received aid once. He asked the Board for authorization to pay a maintenance bill of \$971.89 from Jackson Twp to repair the radio repeater. The repeater is shared with four townships that will all share in the cost. He also requested reimbursement for \$75.49 for a printer toner cartridge that he bought and to pay Chief O'Neil \$292.14 for the 541 miles he drove round-trip to NY to see the used fire truck discussed last month. He also presented the need for \$3,964.00 to purchase turn out gear for two new firefighters (Joe Stubbs and Dave Ashburn) and \$2,286.00 for hose replacements identified through recent testing. Chief Sternburg then requested the Board to reinstate Carl Kutsko. Trustee Toman made a motion to approve \$7,589.52 from the Fire Operations Fund to cover the above-mentioned items. Trustee Spellman seconded the motion. The roll call vote was all in favor. Trustee Spellman made a motion to reinstate Carl Kutsko as a probationary firefighter. Trustee Toman seconded the motion. The roll call was all in favor.

EMS DEPARTMENT: Assistant Chief O'Neil gave the EMS report. He advised the Board that he has been reviewing the 2016 transports and indicated that all have been billed. He has also reviewed the YTD receipts in his reports which shows \$13,684.01 received versus the \$10,276.81 reported from the Fiscal Officer. He will provide a report to the Fiscal Officer for comparison. Chief O'Neil also reported that he is reviewing a grant from the BWC for up to \$40,000.00 for 75% of the cost of a power cot system and a stair chair. He estimated the Township cost to be \$13,000.00, based on estimated product cost of \$52,000.00. He then requested reimbursement of \$109.39 for an ink cartridge for the EMS printer. Trustee Toman then made a motion to approve the Township's involvement in the BWC Safety Intervention Grant and to reimburse Chief O'Neil \$109.39 for the ink cartridge. Trustee Toman seconded the motion. The roll call was all in favor.

Discussion then continued on the cost of a new ambulance. A new build would take six to eight months to complete. The 2017 demo reviewed from LifeLine was quoted at \$198,000 with \$35,000 in options. A new base model is \$202,000. The demo would save the Township around \$39,000. Chief Sternburg then proposed that the Township purchase a new ambulance with existing levy funds and look at new funds to replace the 1995 fire truck. The Board suggested that other vehicles also be reviewed including older models before committing to a purchase. Chiefs Sternburg and O'Neil indicated that they have extensively reviewed the used market and felt that a demo ambulance provided the most efficient use of funds. The Board thanked the Chiefs for their efforts and would like to see some other used options at the next meeting. There was some further discussion regarding the receipts generated by EMS and the ability to maintain EMS operations on those receipts. Also discussed was the need to look at long-term needs for the Fire Department.

COMMITTEE REPORTS:

Trustee Spellman indicated that the sign for the Ellsworth School property was about ready to be erected. He also reported that he had discussions with ODOT for safety updates at the Palmyra Rd and Rte 45 intersections. The idea to have speed reduction or rumble strips was dismissed by ODOT but the county will agree to increase the size of the stop signs on Palmyra from 30" to 36". He discussed the idea to lease the Ellsworth School property to a not-for-profit group for a flea market venture.

Trustee Toman reported that the Crime Watch group had received a stipend from the VFW auxiliary at the Memorial Day ceremony, but that it would be returned as the Crime Watch does not currently have expenses. He reported that he attended the last Zoning Commission meeting and that the commission members requested some training. The Board asked Trustee Spellman to contact Atty. Mathis to see if he could do a training session for the Zoning commission, ZBA members and the public. He was instructed to reserve a date if available.

Chairman Houston reported that he attended the ribbon cutting at the Dollar General store. He is continuing his work reviewing OTARMA's suggestions with the Township Policy manuals.

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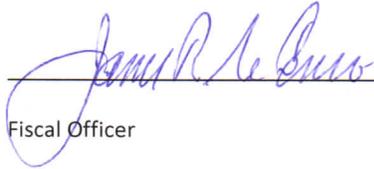
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Regular Trustee Meeting June 14, 2017 Continued

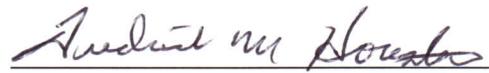
NEW BUSINESS:

The Board discussed having an Appreciation picnic for the Zoning Boards, the Fire Department and other people that provide their time to the Township. Dates discussed were mid August or mid September.

Trustee Toman made a motion to change the next regular meeting to 7:00 pm on July 5, 2017 at the Town Hall. Trustee Spellman seconded the motion. The roll call was all in favor. At 10:48 pm Trustee Toman made a motion to adjourn the meeting. Trustee Spellman seconded the motion. The vote was all in favor.



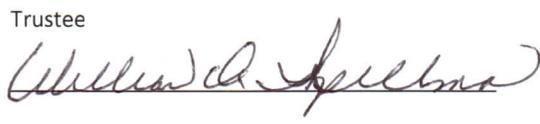
Fiscal Officer



Chairman



Trustee



Trustee