

# 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

October 10, 2023

Chairman Fredrick Houston called the October 10, 2023, regular meeting of the Ellsworth Trustees to order at 7:00 pm. A roll call was taken to establish a quorum: Chairman Fredrick Houston - present, Vice Chairman Robert Toman - present, Trustee William Spellman - present. Also present were Fiscal Officer James DeCenso, Road and Maintenance Supervisor Tom Hoffman, and Fire Chief Edward Smith. The Pledge of Allegiance was recited.

MINUTES: Fiscal Officer DeCenso presented the minutes from the last Regular meeting which was held September 13, 2023. No one in attendance requested that the minutes be read. **Motion 2023-106:** Trustee Toman made a motion to accept the minutes from the last meeting. Trustee Spellman seconded the motion. The roll call vote was all in favor.

FISCAL REPORT: Fiscal Officer James DeCenso reported that September's receipts were \$47,534 and expenditures were \$90,982. Receipts included \$16,699 in property tax collection settlements, and \$4,367 (5.65%) in bank interest. The Fiscal Officer then reviewed the Fund balances. The total gross fund balance as of September 30, 2023, was \$1,001,162, including \$50,913 in unspent ARPA funds; \$523,275 in Fire/EMS Operations and Equipment funds and \$334,534 in Road funds. The General Fund balance is \$77,381 (including Cemetery and Zoning funds). The Fiscal Officer then presented invoices for approval, including \$150.00 to The Ohio Volunteer Firefighters Dependency Fund and \$343.00 to J.W. Murdoch for emergency repairs to the Fire Bay doors. Mr. DeCenso then confirmed for the Board that the tax lien on the McCourt property, for the cost of demolition, had been certified by him to the County Auditor. He then presented to the Board the 2024 Health Insurance contract with Medical Mutual. The contract is negotiated through the Township's membership in the Council of Smaller Enterprises (COSE). The increase will be 7.4%, however the agent had advised him that that would most likely be reduced. **Motion 2023-107:** Trustee Toman made a motion to renew the 2024 group health and life insurance contracts with Medical Mutual (COSE). Trustee Spellman seconded the motion. The roll call vote was all in favor. The Fiscal Officer then distributed and discussed the Fire/EMS funds analysis through August 2023. He reported that there were 86 transports and 34 non-transport billed through August. Billings were \$126,244 compared to \$64,228 from the same eight-month period in 2022. Total collections and Fire/EMS property taxes were \$532,069 and total expenses were \$329,256. He advised the Board that the \$202,813 surplus plus the beginning 2023 balances will be sufficient to cover current expenses until next spring when 2024 property taxes begin to be collected. The Board then discussed that the previous plan was to borrow funds for the newest ambulance purchased earlier in the year and that some ARPA funds were used instead. The Board requested that the Fiscal Officer review the earlier resolution(s) and obtain new loan information to determine if any monies should be borrowed to return to the ARPA fund. Mr. DeCenso indicated that he should be able to gather that information for the next meeting. The Fiscal Officer then reported to the Board that he noticed that a private baseball tournament was recently held on the Township fields, and that concession monies may have benefitted Western Reserve Schools. He raised the matter of liability issues of non-WRBO sponsored usage. The Board will review any policies with the 2024 Agreement with WRBO. The Fiscal Officer concluded his report by informing the Board that he, Tom Hoffman, Trustee Toman and Chief Edward Smith met with the OTARMA risk assessment representative and that he expects a follow-up report with recommendations soon.

ROAD and MAINTENANCE: Mr. Hoffman reported that he had sold another Niche in Ellsworth Cemetery and that there are now six remaining. He reported that he had assisted Berlin with a funeral. The door seals on the cemetery overhead door were replaced and some small trees on the NW corner of the cemetery were removed. He reported that the new ballfield fence is up and that some repairs to a dugout were completed. Mr. Hoffman obtained a quote of \$781 to replace an exhaust fume hose in the Fire Station and a quote of \$406 from Steam Action to clean the Fire Hall carpets. He then reported that the Bollard polls in front of the Fire Station and the Road building were cleaned and primed. He suggested installing covers (13) as some of the polls are fairly corroded from the road salt. They can then be sealed to the asphalt to eliminate further salt damage. He found 56" covers for \$43 each. He further reported that he completed painting two of the three speed bumps, he removed a dead tree on Ellias Lloyd Rd, and that crack sealing should begin this month. **Motion 2023-108:** Trustee Toman made a motion to approve \$1,568.00 for the \$493.00 requested by the Fiscal Officer, up to

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## Regular Trustee Meeting October 11, 2023, Continued

\$425.00 for the carpet cleaning, and up to \$650.00 for the Bollard covers. Trustee Spellman seconded the motion. The roll call vote was all in favor.

**ZONING REPORT:** Chairman Houston read Mr. Wayne Sarna's Zoning report. His report included that he wrote one Zoning permit since the last meeting for a single-family dwelling on Campfire Circle. He is also waiting for verification from Mahoning County regarding a request for a replat to five Diehl Lake lots. Mr. Sarna's report included a conversation he had with the realtor for the McCourt property and reminded him that the tax lien may not appear on the auditor's records, but that it had been filed. He reported that he is still waiting for any update from Atty Finamore regarding the notice to demolish the building at 10610 W. Akron Canfield Rd. Mr. Sarna's report then went on to review eight other zoning complaints within the Township. He continued his report by informing the Board that the Sebring Court issued a ruling of one count of animal abuse on the goat farm located at 12525 W Akron Canfield Rd and that sentencing is scheduled for October 19, 2023. He concluded his report by addressing the Milton Township resolution recommending regulating solar systems and wind turbines in their township to the Mahoning County Commissioners. That resolution is submitted to the Board for review.

**FIRE DEPARTMENT:** Chief Edward Smith reported that there were 45 emergency calls in the Township in August of which 30 were EMS related. There were 15 transports during the month that were all provided by Ellsworth. Chief Smith then advised the Board that he is removing equipment from the Brush Truck and will have it ready to sell in a day or two. He identified that the air trailer needs new tires and that he will obtain some pricing. Chief Smith then presented invoices of \$544.17 for EMS supplies from Bound Tree. He discussed purchasing coats for department members to wear on calls. He suggested a sweatshirt or a coat with reflective tape. He thought that 15 coats would be a good start. Estimated cost is \$250.00 each. **Motion 2023-109:** Trustee Toman then made a motion to approve the \$5,144.17 for the requested \$544.17 EMS supplies, up to \$850.00 for the Fire Bay exhaust hose/system and up to \$3,750 for coats. Trustee Spellman seconded the motion. The roll call vote was all in favor. Chief Smith then discussed the upcoming Trick-or-Trunk event at the Township Fire Station on October 29<sup>th</sup>, and that they will also be participating at the Western Reserve Schools event.

## COMMITTEE REPORTS:

Trustee Spellman reported on the Diehl Lake sewage system updates. Some residents of Berlin Station Rd had shown an interest in tying into this system. He advised that the County Sanitary Engineer indicated that the system will only accept new lines if there are current major issues with the private septic systems, however he would explore special situations. Mr. Spellman also reported on a meeting in Columbiana that included Congressman Bill Johnson. They discussed more attempts to create regional Fire/EMS districts. He also discussed some discussions with other township trustees regarding solar farms and that local governments could require bonding prior to construction.

Trustee Toman provided a current crime report. He also reported on his efforts involving the Canfield Fair display. He also reported on the OTARMA risk assessment meeting. He discussed the recommendations to review driving records of any employee or official that has authority to drive a Township vehicle.

Trustee Houston discussed the need to review the purchase of an additional columbarium (12 niches) for the Ellsworth cemetery. He will obtain pricing for the 2024 budget.

**Motion 2023-110:** Trustee Toman then made a motion to designate the Township's Trick or Treat hours for Tuesday October 31<sup>st</sup> from 5pm to 7pm. Trustee Spellman seconded the motion. The roll call vote was all in favor.



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## Regular Trustee Meeting October 11, 2023, Continued

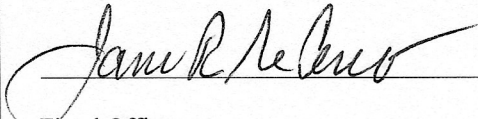
### OLD BUSINESS:

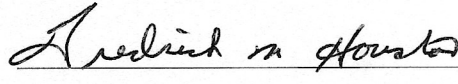
The Board discussed the current Snow removal contract with Western Reserve Landscape. The Agreement from last year continues unless terminated by either party. The Board discussed the cost of the Agreement to the Township but also the high quality of the service provided. The Fiscal Officer asked about a salt Agreement for the 2023-2024 season. The Board recommended a review of the Agreement and the need for a salt contract with Arms Trucking.

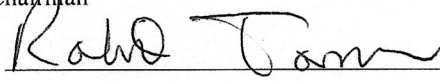
### NEW BUSINESS:

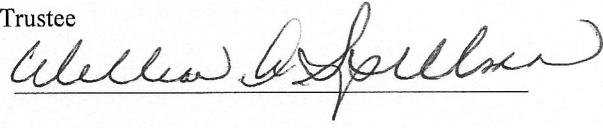
The next regular meeting will be Wednesday November 8, 2023, at 7:00 pm.

With no further business, at 9:00 pm, **Motion 2023-111:** Trustee Toman made a motion to adjourn. Trustee Spellman seconded the motion. The roll call vote was all in favor.

  
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Fiscal Officer

  
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Chairman

  
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Trustee

  
\_\_\_\_\_  
Trustee