

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 14, 2020

Chairman Fredrick Houston called the October 14th 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, Zoning Inspector Wayne Sarna, Road and Maintenance Supervisor Matt Stroney, Zoning Board of Appeals Chairman Jim Tripp, Zoning Commission secretary Dee Tripp, and Assistant Fire Chief Jeremy Blosser. The Pledge of Allegiance was recited.

MINUTES: Fiscal Officer DeCenso presented the minutes from the last regular meeting held September 9, 2020. No one in attendance requested that the minutes be read. Trustee Spellman made a motion to accept the meeting minutes. Trustee Toman seconded the motion. The roll call vote was all in favor.

FISCAL REPORT: Fiscal Officer James DeCenso reported that September's receipts were \$49,541 and expenditures were \$46,067. Included in September's receipts was \$2,531 in CARES Act grants, \$11,132 in 2nd half property tax settlement and \$16,012 in insurance proceeds for the Fire Station roof repair and Cemetery damages, due to the April 8th wind claim. Expenditures included the 2nd Half payment to the Mahoning County Health Dept of \$8,533. Total receipts through the first nine months of 2020 were \$466,543 and total expenditures were \$504,252. Excluding the BWC grant purchases and the additional payments to ODOT SIB in 2020, normal-operational expenditures for the first nine months were \$410,584. The total gross fund balance as of September 30, 2020 was \$574,321. The General Fund contingency balance is \$-0-. The Fiscal Officer then presented invoices for approval of \$7,045.54 to Sealmaster for Road Sealing and \$201.80 from Atty Finamore for Zoning review. **Motion 2020-88** Trustee Toman made a motion to approve the \$7,2457.34 expenditures presented. Trustee Spellman seconded the motion. The roll call vote was all in favor. Mr. DeCenso then advised the Board that the non-emergency Fire phone line has been converted to Armstrong, saving approx. \$100.00 per month. He then reviewed the Insurance claim from the April 8th wind damage and that all settlement checks have been received. The Fiscal Officer then presented a review of 2020 actual receipts vs. Budget (including the 3rd distribution CARES Act monies of \$76,071). He projected that total available resources would exceed the original Budget by \$118,974. He reported that he has requested an Amended Certificate of Resources from the County Budget Commission. The increase in resources will allow the Township to increase the 2020 Appropriations. He proposed that Appropriations be increased to \$1,139,986. He estimated that the Township will have over \$600,000 of those appropriations available to carry over to 2021. **Motion 2020-89** Trustee Spellman made a motion to increase the 2021 Appropriations to \$1,139,986. Trustee Toman seconded the motion. The roll call vote was all in favor. Mr. DeCenso then reviewed with the Board the CARES Act grant. With the 3rd installment due, the projected total will be \$83,664. **Motion 2020-90** Trustee Toman made a motion to amend last months motion #2020-82 to increase the CARES Act funding for the Lucas Compression system from \$7,597 to the total price of \$9,881 plus three months maintenance of \$99.45 per month thru December 31, 2020. Trustee Spellman seconded the motion. The roll call vote was all in favor. The Board then discussed utilizing CARES Act funds to have the Maintenance Department build an Ultra-violet light Air Purification System. A similar item would cost over \$2,000 to purchase and there is currently a twelve-month waiting list. **Motion 2020-91** Trustee Spellman made a motion to approve up to \$1,000 to build an Air Purification System in-house using CARES Act funding. Trustee Toman seconded the motion. The roll call vote was all in favor. Mr. DeCenso then explained that in discussions with the Mahoning County Prosecutor's office, CARES Act monies could be used for Fire and EMS personnel if deemed that the public safety forces meet the substantially dedicated test in fighting to mitigate the COVID-19 emergency. He estimated \$71,000 could be used to pay and or reimburse the Fire and EMS funds. **Motion 2020-92** Trustee Spellman made a motion to follow the County Prosecutor's guidelines and accept Resolution 2020-92 whereas the Ellsworth Township Trustees accept the standards that the Township Fire and EMS personnel have been substantially dedicated to mitigating the COVID-19 emergency and to approve utilization of CARES Act monies to reimburse Fire Fund #2111 and EMS Fund #2281 for all wages and compensation paid to public health and safety forces between March 1, 2020 and December 31, 2020. Mr. DeCenso then discussed the upcoming 2021 Budget and asked departments to begin looking at their equipment needs. He also reported that the Township may consider

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creating a Medicare premium reimbursement program. The Fiscal Officer then reviewed the results of the 2018-2019 Audit. He reported that the audit findings included a material finding that he had used some incorrect accounts to record revenue. For example, a BWC grant received in 2019 was posted to "Extraordinary Income" instead of "Intergovernmental Income". Also, that the General Fund was classified as Unassigned instead of Assigned in the notes that accompanied the financial statements reported to the State Auditor in both 2018 and 2019. The Audit also listed that although, no monies were mismanaged nor did any department overspend their available resources, the Fiscal Officer neglected to certify these conditions to the County Auditor at year end. Mr. DeCenso indicated that he will be more diligent to request advice from the auditors when extraordinary type transactions need to be recorded.

ROAD and MAINTENANCE: Mr. Matt Stroney reported that there were two burials last month. Also, that the project to extend the concrete pad near the recycle bins has been completed. Mr. Stroney then reviewed some quotes to replace some windows in the Fire Hall and a quote to enclose the Pavilion. He then advised the Board that the Dump Truck will need tires and a front-end alignment before winter. The Board and Mr. Stroney discussed the availability of using the 2020 NOPEC grant for the window replacements or retroactively to the parking lot lights installed in 2020. The Fiscal Officer will review with NOPEC. **Motion 2020-93** Trustee Spellman made a motion to approve up to \$1,500 from the Road Fund for new tires and alignment for the Road Dept dump truck. Trustee Toman seconded the motion. The roll call vote was all in favor. The Board thanked Mr. Stroney for removing all the flags.

ZONING REPORT: Mr. Wayne Sarna reported that three permits were issued since the last meeting. He had issued permits for a patio/porch addition to a home on Elias Lloyd; a storage shed on S Salem-Warren Rd; and a detached garage on Berlin Station Rd. Mr. Sarna advised the Board that he received a letter from Atty Finamore who is attempting to set up a meeting with him and the Lewis's prior to a BZA hearing. He reported that he continues to inspect the property at 11535 W Akron Canfield Rd., and it appears to be somewhat neater, but he will continue to review. He will also be inspecting property on Berlin Station Rd for excessive debris and will report the condition to the Trustees. He also reported on the property located at 7015 S Salem Warren Rd. that he would like to inspect with the Fire Chief to review any potential hazards. He advised the Board of a complaint received at the Health Dept for a discharge of water from a swimming pool on Leffingwell Rd. The Trustees then discussed the needed members for both the Zoning and BZA Boards. Mrs. Tripp indicated that Ronnelle (Ronnie) Massullo has applied for the Zoning Commission alternate position recently vacated by John Paine. **Motion 2020-94** Trustee Spellman made a motion to approve Ronnelle Massullo as the alternate to the Zoning Commission. Trustee Spellman seconded the motion. The roll call vote was all in favor. The Board then discussed future members for the Zoning Board of Appeals.

FIRE DEPARTMENT: Asst Chief Jeremy Blosser reported that there were 10 calls in September, including 5 EMS calls with 5 transports of which the Township transported 3 patients. He also reported that the Department provided mutual aid three times to surrounding communities. He requested approvals for annual membership to Ohio Fire Chiefs Association for \$100.00; the annual hose testing invoice was \$1,952.50 and renewal of the Emergency reporting software is \$2,564.25. Chief Blosser also listed a few items to consider purchasing if there were any additional CARES Act monies available. The Board left open the option to encumber funds for CARES Act approved equipment, with any funds available after reimbursing the Fire and EMS funds. **Motion 2020-95** Trustee Spellman made a motion to approve the \$4,616.75 in requested expenditures and to extend the EMS On-Call shift program through November. Trustee Toman seconded the motion. The roll call vote was all in favor.

COMMITTEE REPORTS:

Trustee Spellman discussed the possibility to use the Fire bay on election day for voters to wait in line, with sufficient social spacing, before entering the voting area in the hall. The Board of Elections is strongly urging precincts to utilize as much distance as possible between people in line to vote. There will also be sufficient plexiglass placed between voting areas and machines. He also spoke to the Board of Health about the flu shots that will be available at the Town Hall on Friday, October 16th.

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Trustee Toman reported that the person responsible for recent car break-ins has been apprehended.

Trustee Houston reminded everyone to vote on November 3rd.

OLD BUSINESS:

The Board discussed the annual trick-or-trunk event. It was agreed to have the event with proper social distancing on Saturday October 30th from 2pm to 4pm. There will be no inside activities.

NEW BUSINESS:

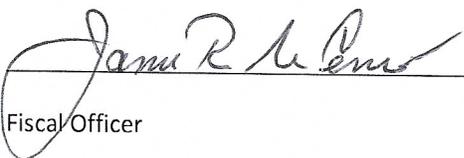
The Board discussed the idea of renovating and enclosing the Pavilion to make it more usable for Township functions and storage. Mr. Stroney suggested the possibility to store Road Dept items in it if it was more secure.

The Township Trick-or-Treat will be Saturday, October 30th from 5pm to 7pm.

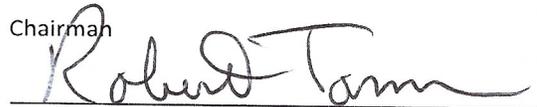
The Board discussed the ability to hold a Christmas tree lighting this year.

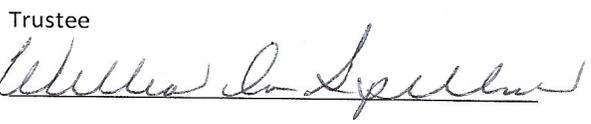
The next meeting will -be held at 7:00 pm on Wednesday, November 18, 2020 at the Fire Hall.

At 9:05 pm, Trustee Toman made a motion to adjourn. Trustee Spellman seconded the motion. The roll call vote was all in favor.


Fiscal Officer


Chairman


Trustee


Trustee