

# 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

August 20, 2019

Chairman William Spellman called the August 20 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 Fred Houston - present, Chairman William Spellman – present. Also present were Fiscal Officer James DeCenso, Zoning Inspector Wayne Sarna, Maintenance Supervisor Matt Stroney and Fire Chief Ted Smith. The Pledge of Allegiance was recited.

MINUTES: Fiscal Officer DeCenso presented the minutes from the last regular meeting held July 10, 2019. No one in attendance requested that the minutes be read. Trustee Houston 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 July's receipts were \$50,954.36 and expenditures were \$54,815.03. Receipts in July included \$34,000.00 from 2<sup>nd</sup> Half 2019 Property Tax advances. Extraordinary expenses included the \$17,571.41 ODOT SIB Loan Payment and OTARMA PERSO legal fees of \$4,680.41. For the seven-month period ending 7/31/2019, receipts were \$293,397.00 and expenditures were \$324,496.70. Mr. DeCenso's report included a fund balance decrease of \$3,860.67 in July and a decrease of \$31,099.70 through 7/31/19. The fund balance as of 7/31/19 was \$578,019.05 minus the encumbrances as of July 31 of \$121,815.07, for a net balance of \$456,203.98. The current unencumbered balance; less the SIB ODOT Loan balance of \$100,107.63 was \$356,096.35. Mr. DeCenso explained that the decrease in encumbrances from last month was due to certain projects being closed in July, which returned monies from the project funds back to their respective unencumbered funds. Hence the increase on net fund balances. He then went on to explain that certain Management reports that were distributed earlier were incorrect in that he had erroneously posted certain EMS receipts as zoning receipts. He further explained that he could not correct his error in July as he had closed the July books before discovering the error and therefore could not make the corrections in July. All reversals and corrections were made in August. He apologized for inconvenience this caused. He then reported that the Ohio Auditor's office was sending each entity a new printer sometime in the 4<sup>th</sup> quarter and that they will donate the old printer to the Township. He indicated that the old printer was still working and suggested moving it to the Road Dept as they are in need of a newer printer. He also reported that he opened an account at Office Depot through the Regional Chamber membership, which provides for discounts on office supplies. Once Office Depot updates the account for the Township' sales tax exemption, he will be able to order any needed supplies on-line. The discounts are up to 10% and most items will ship freight free. This should eliminate the need to travel to the store for supplies. Mr. DeCenso also reported that he had applied to the Ohio Department of Commerce for a \$1,000.00 Cemetery grant. This is a new program through the State and the chances of an award are slim, but worth the effort. He then requested the Board to approve \$55.00 for a roll of stamps and \$95.63 for a printer cartridge for his existing printer. He also requested approval for emergency repairs completed to the Fire Bay door by JW Murdoch of \$1,194.00 and the Turbo replaced on the new ambulance by Northern Ohio Peterbilt for \$3,559.20. At that time Trustee Houston made a motion to approve \$150.63 for the aforementioned office supplies. Trustee Toman seconded the motion. The roll call vote was all in favor. Trustee Toman then made a motion to approve the aforementioned emergency repairs in the amount of \$4,753.20. Trustee Houston seconded the motion. The roll call vote was all in favor. Mr. DeCenso then discussed the situation with the need for an approved newspaper for publishing legal notices, with the announced closing of the Youngstown Vindicator. However, it appears that the Warren Tribune has purchased the Vindicator and that they will publish a Mahoning County addition. Their announcement will satisfy Ohio R.C. 7.12, which states the qualifications for newspapers publishing legal notices. He then advised the Board that he has just received a plan update from the Mahoning County Solid Waste Management District. The plan will need to be approved or disapproved by the Board and reported to the MCSWMD by November 7th. He will forward copies of the plan to the Board members and action will need to be taken at either the September or October meetings. Any lack of action will be taken as disapproval by the MCSWMD.

MAINTENANCE REPORT: Mr. Matt Stroney reported that there was one inurnment in Ellsworth Cemetery last month. He advised the Board that he had installed the sign regarding the availability of the Niches, which was approved last month. He also reported that the fence on the west end of the Cemetery is in the process of

# RECORD OF PROCEEDINGS

Minutes of

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO 10148

Held \_\_\_\_\_

20 \_\_\_\_\_

## Regular Trustee Meeting August 20, 2019 Continued

being painted. He indicated that the Township should begin to review its road salt needs and supplier for the upcoming winter season. He reported to the Board that he has obtained quotes for material and equipment to do the annual road crack sealing and to seal the Admin/Road parking lot. He indicated that the projects could be done utilizing shared services with Berlin and Milton Townships. Mr. Stroney then reported some shared service work in which he recently participated in Milton Township. He then reported to the Board that the old mower, two weed whackers and radar machine realized \$1,264.50 from the Edinburg auction. He then updated the Board on the Town Hall repairs. The gas line and meter have been installed; the new ceiling tiles have been installed and other painting is in process. He has applied for an EPA permit to allow him to remove the old fuel tanks from the Town Hall. The Board discussed the crack sealing with Mr. Stroney. Since there is still some product inventory from last year, the quote for machine rental and product is \$1,801.80. The quote for sealant material and equipment rental for the parking lot is \$2,460.00. Trustee Houston then made a motion to approve \$4,261.80 for the road crack sealing and sealing the Admin/Road parking lot. Trustee Toman seconded the motion. The roll call vote was all in favor. The Board directed Mr. Stroney to get quotes to re-stripe the parking lot after sealing. The Board then discussed the removal of the old heating fuel tanks from the Town Hall. Mr. Curt Morrison has offered to use his equipment to remove the tanks in exchange for the approximately 97 gallons of fuel in the tanks. Mr. Stroney is getting a quote to have the tanks cleaned and disposed of while under EPA inspection. Trustee Houston made a motion to accept the offer made by Mr. Morrison to remove the tanks, and to expend up to \$1,500.00 for the necessary cleaning and hauling. Trustee Toman seconded the motion. The roll call vote was all in favor. The Board then discussed the three quotes received for preparing and painting the Town Hall. Mr. Stroney presented the three quotes that varied between \$5,970.00 and \$11,000.00. The Board discussed some questions of the two lower quotes regarding the areas primed, the areas painted, the type of paint used and the required insurance/workers' comp coverage. Mr. Stroney did not feel that there would be enough time left this season to wait until next month for the answers. Trustee Toman then made a motion to approve up to \$7,000.00 for the Town Hall painting project and to authorize Mr. Stroney to gather the required information and to select the vendor based on the requirements discussed by the Board. Trustee Houston seconded the motion. The roll call vote was all in favor.

**ZONING REPORT:** Wayne Sarna reported that he had issued four permits since the last meeting. One was for a pole barn; another for a privacy fence; another for a room addition to an existing home, and for a single family dwelling on Western Reserve Rd. He reported that the foreclosure on the property at 6446 Elk Rd was dismissed as the taxes were paid. He was advised that the property owner intends to move back into the mobile home. Mr. Sarna does not feel that the mobile home is habitable. Unfortunately the County Health Dept will most likely not enforce any potential condemnation of the dwelling. He then reported about a complaint on Knauf Rd about drainage from new construction. He met with the contractor, who agreed to extend the footer drains to eliminate the drainage running onto the neighbor's property. Mr. Sarna then reported on a prior complaint regarding cut logs and debris on Leffingwell Rd. property. He had contacted the owner who has not resolved the issue. He will contact the Mahoning County Health Dept to review. He also followed up on the complaint about the mobile home on Palmyra Rd. The owner has apparently evicted the occupant. Mr. Sarna would like to see the mobile home removed. Mr. Sarna then reported that he has been contacted by Atty. Brian Ridder to sign an affidavit regarding a zoning violation he wrote for unlicensed vehicles. Although the vehicles are now licensed, the violations were accurate at the time. At that time, the Board recognized Mr. Jim Tripp from the ZBA, who notified the Board that the Zoning Commission will be sponsoring a seminar on September 10<sup>th</sup> at the Fire Hall, by Stephanie Dyer regarding the Western Reserve Watershed.

At that time, Chairman Spellman introduced Robin Adams from the audience. Ms. Adams discussed her efforts to organize a Veterans Suicide Awareness Walk on October 3<sup>rd</sup> at 6:00pm at the High School. The walk is to support awareness that each day, 22 veterans take their life. The Board thanked Ms. Adams for her endeavor and gave their support to the Veteran Suicide Awareness Walk (WR22).

**FIRE DEPARTMENT:** Fire Chief Ted Smith reported that there were 36 calls in July, including 12 EMS calls with seven transports of which the Township transported five. Chief Smith announced that there is one new member

# RECORD OF PROCEEDINGS

Minutes of

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held \_\_\_\_\_ 20\_\_\_\_\_

## Regular Trustee Meeting August 20, 2019 Continued

application, Justin Kleinknecht, and a junior firefighter, Zachary Bernard. Mr. Kleinknecht will need to attend Firefighter 1 class at MCTCC. The current cost is \$1,400 which is payable by the Township and can eventually be reimbursed by the state. The Board then discussed the future of Emergency Dispatch services. Canfield City has presented a replacement proposal, which requires each contracting department to pay their "share" of the dispatch cost. Ellsworth would be required to pay a \$42.00 per call estimate. Based on the number of calls of each contracting dept, the Township could receive an annual refund or pay more to meet the required fixed costs. The Board and Fiscal Officer felt that this is an open-ended arrangement and may not meet State guidelines or be prudent for the Township. Chief Smith also presented a contact proposal from Austintown. The cost is a flat \$40.00 per dispatch. Another advantage is that Austintown is a 911 center. Currently 911 calls are answered in Austintown and then rerouted to Canfield for dispatching Township emergency services. The Chief stated that there could be a few minutes delay between those calls. There had been previous discussions with Austintown, however there was a huge disadvantage in that current Township radios were not compatible and would cause expensive replacements. This is no longer a problem, as the radios are now compatible. The Board discussed the pros and cons between the proposals. The Board decided to review the information and to discuss again at the next regular meeting. The Chief then discussed some needed repairs. Engine E-41 needs brakes and four quotes were received. The quotes range from \$2,300 to \$3,600; also depending on the extent of the work that would need done. After discussion, it was determined to use Western Star for brakes and drums. They are certified for this type of work. The Chief also requested \$200.00 each, for pump testing on E-41 and E-47. Also, all firefighters are required to participate with an annual mask fit test. The fit test cost \$50.00 per individual and there are currently 27 members which means a potential cost of \$1,350.00. After some discussion, Trustee Houston made a motion to approve up to \$2,500 for E-41 brakes, \$400 for pump tests, \$1,300 for fit tests and \$1,400 for a Firefighter 1 class at MCTCC; for a total of \$5,600. Trustee Toman seconded the motion. The roll call vote was all in favor.

### COMMITTEE REPORTS:

Trustee Houston provided to Mr. Stroney a printed record book and software backup that he had had developed for maintaining the Niche records. The Board thanked him for his efforts.

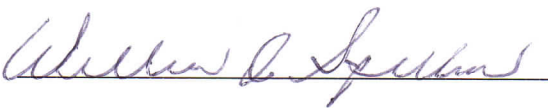
Trustee Toman reported that Utility Pipeline has been out surveying the residents on Rt. 45, south of 224, for installation of a natural gas line. If that can be installed this year, they will plan the Diehl Lake area next spring. He also reported to the Board that the Mill Creek MetroParks has begun planning to make major updates to the Vickers Nature Preserve, including walking trails, restrooms and perhaps a rental facility.

Trustee Spellman discussed the Canfield Fair display and some updates that are needed before it is moved to the fairgrounds next week. He indicated, that with the progress of repairs to the Town Hall, that the meetings could possibly be moved back there before the end of the year.

The next meeting will be held at 7:00 pm on Tuesday September 11, 2019 at the Fire Hall.

At 9:45 PM, Trustee Houston made a motion to adjourn. Trustee Toman seconded the motion. The roll call vote was all in favor.

  
Fiscal Officer

  
Chairman

  
Trustee

  
Trustee