

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

April 10, 2024

Chairman Robert Toman called the April 10, 2024, regular meeting of the Ellsworth Trustees to order at 7:00 pm. A roll call was taken to establish a quorum: Chairman Robert Toman - present, Vice Chairman William Spellman - present, Trustee Fredrick Houston – present. Also, present were Road and Maintenance Supervisor Tom Hoffman, Fire Chief Edward Smith, and Zoning Inspector Wayne Sarna. The Pledge of Allegiance was recited.

MINUTES: Fiscal Officer James DeCenso presented the minutes from the last Regular meeting, which were held March 13, 2024. No one in attendance requested that the minutes be read. **Motion 2024-44:** Trustee Houston made a motion to accept the minutes from the last regular meeting. Trustee Spellman seconded the motion. The roll call vote was all in favor.

ROAD and MAINTENANCE: Mr. Tom Hoffman reported that there was one burial in Ellsworth cemetery last month. He reported that the roof is leaking at the mausoleum, and that the glass needs resealed. All wreaths have been removed from veterans' graves. He reported that there are some leaking boiler zone valves in the Fire Station and that he has obtained a quote from EMS Plumbing for \$2,095 - \$2,455 to rebuild all five valves. **Motion 2024-45:** Trustee Houston made a motion to accept the quote from EMS Plumbing and to encumber \$2,500 to replace the five boiler-line water zone valves in the Fire Station. Trustee Spellman seconded the motion. The roll call vote was all in favor. Mr. Hoffman advised the Board that the Asphalt project, approved last month, will begin soon, weather permitting.

ZONING REPORT: Zoning Inspector Wayne Sarna reported that he had issued one Zoning permit since the last meeting for a single-family residence and garage on Palmyra Rd. Mr. Sarna then advised the Board that the demolition of the structure at 10610 Akron Canfield has been completed and that the property lien needs to be filed. He reported that he had received and reviewed a draft of the lawsuit against Canfield Corner LLC seeking injunctive relief to repair the collapsed wall on the northern property line along State Rt 45. Chairman Toman interjected that the property has been sold. Mr. Sarna will hold up filing the lawsuit and review the situation with the new owner. He then reported that he is continuing to work with the property owner at 12036 N Palmyra Rd to resolve the debris situation. He also reported that the Mahoning County prosecutor has sent a letter to the bank that owns the property, through foreclosure, at 12082 N Palmyra Rd to remove an abandoned trailer and garage. The deadline was March 15, 2024. He will follow up with the prosecutor. Mr. Sarna reported that he has been in contact with the owner and the occupant of 5843 Gault Rd and that they will work on removing the accumulated debris from that property. Mr. Sarna then reported on a violation letter that he sent to 8740 Palmyra Rd regarding abandoned vehicles, trailers, and other debris. His letter required that the property be cleaned up by April 15, 2024. He then reported that the property at 6666 S. Salem Warren Rd, with a pending violation, is for sale. He will continue to monitor that situation. Mr. Sarna concluded his report by reporting that he had attended the Zoning Commission meeting on April 2, 2024, where the Commission approved an amended zoning resolution. He is reviewing the resolution prior to sending it to the Mahoning County Planning Commission.

FIRE DEPARTMENT: Chief Edward Smith reported that there were 32 emergency calls in the Township in March of which 23 were EMS related. There were 11 transports during the month that were all provided by Ellsworth. Chief Smith then presented applications from Abby Aey, FF I/EMT and Brandon Baird, FF I/EMT. He also presented applications for Junior Firefighters from Kerri May, Natalie Canacci and Payge Allender. He reported that the Department and the Fiscal Officer met with Dave Peters from Buck-I Technology to review upgrades to the Station's Wi-Fi coverage and computer hardware. The current system is at least ten years old and contains numerous stand-alone routers and related hardware. The objective is to move to one mesh type system and to upgrade the computers to better technology and security. The 1st quote received was \$5,504 for Four computers w/monitors and a 32TB back-up drive. The 2nd quote was \$2,523 and included a Wi-Fi system, cable, and installation. Also quoted was the use of Microsoft 365 standard to utilize ellsworthohio.com for email addresses. The cost is \$12.50 per month, per user. The Board discussed the quotes and determined to proceed with the hardware and infrastructure updates, but the email costs were too expensive and will consider other options. **Motion 2024-46:** Trustee Houston then made the motion to accept the quotes from Buck-I Technology

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Regular Trustee Meeting April 10, 2024, Continued

and to encumber \$8,500 for the project. Trustee Spellman seconded the motion. The roll call vote was all in favor. Chief Smith then reviewed the need to order six sets of gear that was budgeted in 2023 and 2024. This is to replace expiring gear and the cost is \$5,107 per set. Also, six helmets need to be replaced at a cost of \$466 each. The total request is for \$33,438 to replace six sets of gear and helmets. The Fiscal Officer indicated that there is \$23,075 remaining from the 2023 approval, stemming from the East Palestine train derailment. **Motion 2024-47:** Trustee Houston then made the motion to approve adding an additional \$11,000 to the 2023 resolution for six new sets of fire gear and six helmets, providing a combined total of \$34,075. Trustee Spellman seconded the motion. The roll call vote was all in favor. The Chief then discussed a request that Fire/EMS duty crews be permitted to leave the station to pick up food at one of five local locations while on duty. The crew members would take the ambulance to the location. The Board approved and no motion was deemed necessary.

The Board discussed the need for the Zoning Inspector to promptly file zoning violations with the courts without requiring Board authorization to approve the court fees. Since Mr. Sarna has the authority to incur legal fees, it was decided to provide the same ability towards court filing fees. **Motion 2024-48:** Trustee Houston made a motion to add language to Legal fees to include Court Fees. Trustee Spellman seconded the motion. The roll call vote was all in favor.

FISCAL REPORT: Fiscal Officer James DeCenso reported that March's receipts were \$305,462 and expenditures were \$71,825. Receipts included the first 2023 Property Tax advances of \$279,000 and \$3,614 (5.4%) in bank interest. Expenditures included the \$10,004 to the Sheriff for the SRO. The total gross fund balances as of March 31, 2024, was \$975,990 including \$27,545 in unspent ARPA funds; \$567,558 in Fire/EMS Operations and Equipment funds and \$273,774 in Road funds. The General Fund balance is \$92,780 (including Cemetery and Zoning funds). The Fiscal Officer presented invoices of \$135.00 to EMS Plumbing for boiler repairs, \$770.00 to Sedwick for BWC Managed Care annual fees and requested encumbering \$800.00 for annual fire extinguisher inspections and anticipated repairs. **Motion 2024-49:** Trustee Houston then made the motion to approve \$1,705 for the invoices and encumbrance presented. Trustee Spellman seconded the motion. The roll call vote was all in favor. The Fiscal Officer then reported on additional Group Health Insurance quotes received. The goal was to obtain a plan that provides a Medicare Supplement for an employee with a spouse that is not Medicare eligible. Currently the Township is required to pay for full coverage for an employee and spouse, regardless of any Medicare coverage. However, none of the three quotes received provided any changes to that concern. The Fiscal Officer and the Board determined that any other savings were not sufficient to change contracts mid-year. The quotes will be re-requested in the fall for the 2025 contract. The Board then discussed the use of seasonal part-time employees. The Board agreed to hire seasonal help versus the cost of a temporary agency. The Board then reviewed employment applications from Michael Broderick and Ellen Maxine Borchers. The Fiscal Officer determined that the current General Fund appropriations would permit up to 25 hours per week through the balance of 2024. **Motion 2024-50:** Trustee Houston then made the motion to hire Michael Broderick at a rate of \$15.00 per hour and to hire Ellen Maxine Borchers at a rate of \$16.00 per hour. Total hours shall require an average of 25 hours paid per week through the General Fund. Trustee Spellman seconded the motion. The roll call vote was all in favor. The Board then reviewed the 2024 NOPEC Community Event Sponsorship Program. The Township has been awarded a grant of \$1,000.00 from NOPEC. The Board discussed the possible uses of this grant. **Motion 2024-51:** Trustee Houston then made the motion to subaward \$300 to the Wreaths for Veteran's event, \$300.00 to VFW Post 9571 for Memorial Day event activities and retain \$400 for the Township's participation in the Halloween Trick-or-Truck event. Trustee Spellman seconded the motion. The roll call vote was all in favor.

COMMITTEE REPORTS:

Trustee Spellman reported that First Energy has had a crew in the Township checking on the integrity of their telephone poles. He also discussed his on-going participation with the Mahoning County Sanitary Department attempting to find available funding for failed septic systems.

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Chairman Toman reported that the Elk Rd up-dated engineering project is continuously delayed by the County Engineer, due to limited staff engineer time availability. He also reported on negotiations with Berlin Township regarding their proposal to provide grave excavation to Ellsworth at a cost of \$350.00 ea. He reported that Berlin is reviewing the Ellsworth's request to add a Hold Harmless clause in the Agreement.

OLD BUSINESS:

No old Business

NEW BUSINESS:

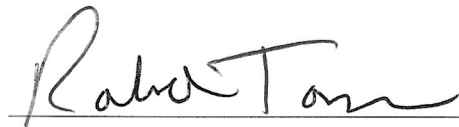
The Board then discussed a vacancy on the Zoning Commission due to the resignation of Dan Stout. The Board thanked Dan for his years of service. **Motion 2024-52:** Trustee Houston made a motion to appoint AJ Baltes as Mr. Stout's replacement through his unexpired term ending December 31, 2025. Trustee Spellman seconded the motion. The roll call vote was all in favor. The Board then discussed the open alternate position on the Zoning Commission. **Motion 2024-53:** Trustee Spellman then made the motion to appoint Sarah Hendricks to the Zoning Commission as the alternate. Trustee Houston seconded the motion. The roll call vote was all in favor. The Board then considered the Fire/EMS applications. **Motion 2024-54:** Trustee Houston then made a motion to appoint Abigail Aye FF I/EMT and Brandon Baird FF I/EMT to the Department effective March 25, 2024 and to appoint Natalie Canacci as a Junior Firefighter effective March 25, 2024 and to appoint Kerri May and Payge Allender as Junior Firefighters effective April 10, 2024. Trustee Spellman seconded the motion. The roll call vote was all in favor.

The next regular meeting will be Wednesday May 8, 2024, at 7:00 pm at the Town Hall.

With no further business, at 8:45 pm, **Motion 2024-55:** Trustee Spellman made a motion to adjourn. Trustee Houston seconded the motion. The roll call vote was all in favor.



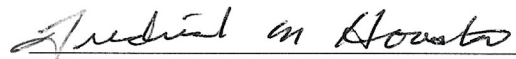
Fiscal Officer



Chairman



Trustee



Trustee