

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

February 7, 2017

Chairman Fredrick Houston called the February 7, 2017 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 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, and Asst. Fire Chief and EMS Director Brian O'Neil. The Pledge of Allegiance was recited.

MINUTES: Fiscal Officer DeCenso presented the minutes from the January 7, 2017 Organizational meeting and the January 7, 2017 regular Trustee meetings. No one in attendance requested that the minutes be read. Trustee Toman made a motion to accept the minutes from both of the January 7th meetings. Trustee Toman seconded the motion. The roll call vote was all in favor.

FISCAL REPORT: Fiscal Officer James DeCenso predicated his report by advising all that since year-end fiscal activities have not been completed, the January report is accurate. He then reported January receipts were \$10,790.56. The month's expenditures were \$39,027.06. Extra-ordinary events included payment of the 2017 Ohio BWC premiums in total in the amount of \$9,250.02. The Township was refunded 2% (\$185.00) by making payment in full prior to January 3, 2017. The fund balance as of January 31, 2016 was \$777,474.48 minus the outstanding SIB loan of \$157,327.00 for a fund balance of \$620,147.48. He also noted that for 2017, the Township had a fund balance reduction of \$28,236.50 from December 31, 2016. Mr. DeCenso reported to the Board, that pursuant to ORC 505.04, an Inventory of Township Road equipment, needs the Trustees' signatures and will then be delivered to the County Engineer. Also that the BWC final true up report and premium is due by February 17th. The amount due is \$1,138.39. Trustee Spellman made a motion to expend \$1,138.39 to pay the final 2016 BWC True Up premium. Trustee Toman seconded the motion. The roll call vote was all in favor. The final 2017 Appropriation Budget was discussed as compiled at the recent budget workshop. Trustee Toman made a motion to accept the 2017 appropriations of \$1,211,808.09 including a \$6,000.00 transfer from General Fund to the Zoning Fund. Trustee Spellman seconded the motion. The roll call vote was all in favor. At that time, the Board requested from the Zoning Inspector that he compare the current Zoning fees to other townships and report back to the Board at the next meeting. The Fiscal Officer then advised that he had been able to complete the necessary educational requirements at the OTA winter conference to be certified by the Ohio Treasurer's office, Center for Public Investment Management (CPIM). He can now pursue an Investment Policy with the State of Ohio that will give the Township more investment opportunities. Also from the OTA conference, Mr. DeCenso reported a list of fraud prevention procedures that the State of Ohio is recommending, including the use of Ohio's Open Checkbook program, a Positive Pay program with the bank and possibly direct deposits. He has requested a list of fees from Farmer's National Bank for further discussion. The Open Checkbook program will make available all Township expenses through the State's website. The program is free and integrates directly with the UAN accounting software used by the Township. Trustee Spellman made a motion directing the Fiscal Officer to participate in the Ohio Open Checkbook program. Trustee Toman seconded the motion. The roll call vote was all in favor. At that time Trustee Spellman made a motion to expend \$287.48 to renew the Township's website hosted by Godaddy.com. Trustee Toman seconded the motion. The roll call vote was all in favor.

MAINTENANCE REPORT: Mr. Matt Stroney advised the Board that the carpeting projects in the hall and Sheriff's office have been completed by Casual Carpets. Also completed was the radio room LED lighting improvement project. He advised the Board that Holiday decorations would be removed from the Cemeteries in March. He is also still exploring the installation of LED pole lighting in the SE and SW corners of the admin building parking lot. He would like to pursue that project this spring. Mr. Stroney also advised the Board that Knox Energy had begun to install the natural gas lines along route 45, from the Admin/Fire Building towards route 224.

ZONING REPORT: Zoning Inspector Sarna advised the Board that since his last report, he had issued a permit for a commercial sign at Dollar General and received an application and issued a permit for a commercial sign at 11737 Akron Canfield Rd. He reported that he had attended the Zoning Commission meeting on January 10, 2017 in which a number of Diehl Lake residents attended and provided comments to the Board as to various zoning questions. He reported that he had received a document request from the attorney representing the complaining property owner regarding the garage at 11140 Diehl Lake. He met with the attorney and provided copies of the documents requested. He reported that he did submit a letter to the owners of the garage at 11140 Diehl Lake stating the limitations for the use of the property for only storage of personal property of the owners of the property.

FIRE DEPARTMENT: Chief Robert Sternburg gave the Fire report. He reported one structure fire, eleven service calls, two false alarms, and one motor vehicle accident. There were fourteen EMS calls and eleven transports. The Chief requested funds of \$900 to reimburse Joe Stubbs for combined firefighter I and II classes provided by Youngstown City. It is a thirteen-week program from nine to five daily. He also requested funds to replace a Trash Hook for \$50.00, a Brass Nozzle for

RECORD OF PROCEEDINGS

Minutes of

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO 10148

Held _____

20_____

Regular Trustee Meeting February 7, 2017 Continued

\$200.00 and to purchase four new 30 year SCBA Bottles at \$1,252.00 each. He advised the Board that the Mahoning County Commissioners have approved funding for the County Haz-Mat at \$0.10 annually per capita per township. Trustee Spellman made a motion to approve expenditures of \$6,158.00 from the Fire Fund for requested items. Trustee Toman seconded the motion. The roll call vote was all in favor.

EMS DEPARTMENT: Assistant Chief and EMS Director Brian O'Neil requested reimbursement of \$150.00 for the renewal of the Rx License and also to purchase supplies from Eastern Medical for \$60.20 and Penn Care for \$491.13. Trustee Spellman made a motion to approve \$701.33 from the EMS Fund for EMS expenditures. Trustee Toman seconded the motion. The roll call vote was all in favor. Chief O'Neil requested approval to pursue grants from Ohio BWC for EMS equipment. The Board approved his request. Chairman Houston began discussion of the recent meeting attended by the Trustees, Chief Sternburg and Asst Chief O'Neil, with the western county townships and Craig Beach to pursue ideas to continue providing quality emergency services. At that time the Board discussed the EMS coverage that the Township is providing to surrounding communities. Although mutual aid is a vital part of the department, the Board is concerned about the cost to cover outside calls and the availability of Emergency Services in the Township while the squad is in another community. Asst Chief O'Neil indicated that another ambulance might be necessary in the near future to maintain quick response. It would also help to keep charges down for Township residents since an outside provider will pursue any uninsured fees from the patient. The Board summarized that the EMS volunteers do an outstanding service for the Township and that they want to keep this service viable and fully funded for Township residents.

COMMITTEE REPORTS:

Trustee Spellman received some early information on the upcoming 2020 Census and reported the importance of working towards an accurate census as the number of residents counts towards funding and other grant opportunities. He reported the benefits of attending the recent OTA conference. He again requested any information regarding abandoned houses in the Township as the County Land Bank is completing an inventory for their demolition funding. He also advised that Armstrong Cable has notified the Township that their rates will be increasing.

Trustee Toman reported that there are now 784 members of the Crime Watch. He also reported a good OTA conference and that while in Columbus he visited the State's surplus goods warehouse. He now has contacts and their website to review for items as needed, in the Township.

Chairman Houston reported on his classes attended at the OTA conference. He did attend a BWC workshop and discussed that there are two classifications available for township workers' coverage.


NEW BUSINESS:

The Board then discussed some ideas for new projects. Chairman Spellman reported that two Eagle Scout applicants have approached him to assist in creating a new sign for the Township School Property. Also some ideas to enclose and update the pavilion attached to the Maintenance garage. Trustee Toman and Chairman Spellman agreed that any parking lot pavement project needs to begin the analysis stage soon so that we are ready for construction, once the paving season begins.

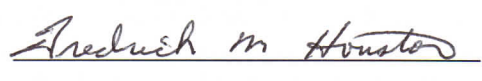
The Board discussed the continuing need for new members on both the Zoning Commission and the Zoning Board of Appeals. There has been some interest from residents and the Board should be ready to interview applicants at the next meeting.

At that time, the Board presented an Achievement Award to Fred Schrock for his many years of dedication to Ellsworth Township Zoning Commission.

The next regular meeting will be held at 7:00 pm on March 8, 2017 at the Town Hall. At 9:00 pm Trustee Spellman made a motion to adjourn the meeting. Trustee Toman seconded the motion. The vote was all in favor.



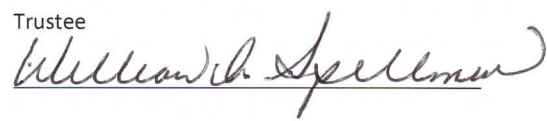
Fiscal Officer



Chairman



Trustee



Trustee