

# RECORD OF PROCEEDINGS

Minutes of

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held \_\_\_\_\_

20 \_\_\_\_\_

## MINUTES OF ELLSWORTH TWP BOARD OF TRUSTEE'S

### SPECIAL & REGULAR MEETING

MARCH 10, 2016

Chairman William Spellman called the MARCH 10, 2016 special budget meeting of the Ellsworth Trustees to order at 6:01 p.m. 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, Fire Chief Robert Sternburg, and Assistant Chief Ted Smith. Guests in the audience include Fred Shrock and Jim Tripp from the Ellsworth Zoning Commission. The Pledge of Allegiance was recited.

Chairman Spellman explained the Budget process to the public. He then turned the meeting over to Fiscal Officer James DeCenso who explained the fund process. Mr. DeCenso then went through each of the departments and reviewed with the Trustees historical expenditure data from each department. Maintenance Supervisor Matt Stroney, Fire Chief Robert Sternburg and Zoning Commission Chairman Fred Shrock presented to the Trustees their objectives for 2016. The total available funds to appropriate, as certified by the Mahoning County Budget Commission is 1,220,229.15. Mr. DeCenso went through a line item projection for each department. The Trustees then reviewed and made appropriate changes. The only fund reallocation was to transfer \$10,000 from the General Fund to the Zoning Fund as Zoning has limited revenues to support their services. Due to time restraints, at 7:15, Chairman Spellman ruled to table the remaining budget discussions until after the conclusion of the regular meeting.

After a short break, Chairman Spellman called the regular meeting to order at 7:30 p.m. Another roll call was taken. All members are present. The Pledge of Allegiance was recited.

MINUTES: Fiscal Officer DeCenso presented the minutes of the February 10, 2016 regular Trustee meeting. No one in attendance requested that they be read. Trustee Toman made a motion to accept the minutes. Trustee Houston seconded the motion. The vote was all in favor.

FISCAL REPORT: Fiscal Officer James DeCenso reported that the February receipts were \$24,927.36 including \$4,320.00 in real estate advances. The expenditures were \$43,643.55. The cash balance as of February 29, 2016 is \$727,924.28. Mr. DeCenso advised the Board that he would like to attend the Local Government Officials Conference held in Columbus Ohio from March 22<sup>nd</sup> to 24<sup>th</sup>. He would also attend a required Public Records Seminar while in Columbus. Trustee Houston made a motion to approve up to \$1,000.00 for related expenses. Trustee Toman seconded the motion. The vote was all in favor.

Chairman Spellman then introduced Joe Komara and Jessica Coleman from Knox Energy to discuss the company's desire to extend natural gas pipelines in the Township. The representatives advised the Board and the public that they have created a form for resident's to complete should they have interest in a natural gas supplier to their homes or businesses. The form does not obligate anyone but merely advises Knox that they are interested in additional information. Knox Energy is a co-operative and is a not for profit organization. Forms will be made available at the Township Administrative building and at local businesses. Residents would only be responsible for costs to tie into their line from the road right-of-way. Chairman Spellman thanked Mr. Komara and Ms. Coleman for their presentation. The representatives agreed to stay at the Hall to discuss their project with any interested parties.

MAINTENANCE REPORT: Mr. Matt Stroney advised the Board that there was one burial in the Township since the last meeting. He then distributed a proposed Indigent Burial Policy to review. He also distributed Cemetery rules that he would like to see posted at each Township Cemetery. He advised that he has assisted Western Reserve Schools with parking lot snowplowing. He then advised the Board that he would like to rehire through Callos temporary summer help for lawn mowing. He has also been contacted by Jackson Township to participate in joint services. The Trustees advised that they should be involved in any discussions with Jackson Township. The Board then discussed the proposed Indigent Burial Policy. ORC 9.15 requires the Township to cover the costs of burial for a qualified resident or transient. The Policy would provide cremation and inurnment of the deceased. Trustee Toman made a motion to accept the Indigent Policy and Procedures as presented. Trustee Houston seconded the motion. The vote was all in favor.

ZONING REPORT: Mr. Wayne Sarna gave his Zoning report. Since the last meeting, he has written two permits. He advised the Board that he had submitted to the Mahoning County Planning Commission the land use map, approved by the Trustees at their last meeting. At that time Trustee Toman introduced to the public Dr. Matteucci who is an applicant to the Township Board of Zoning Appeals. At that time Mr. Sarna, Mr. Shrock and Mr. Tripp were excused to meet with Dr. Matteucci to

# RECORD OF PROCEEDINGS

Minutes of

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO 10148

Held Regular Trustee Meeting March 10, 2015 Continued

20

FIRE DEPARTMENT: Chief Sternburg gave the Fire Department report. The chief reported one brush fire, one hazardous spill, ten EMS calls with six transports. The chief requested approval to purchase two new sets of turnout gear. The normal cost is \$2,000 per set. Warren Fire equipment has made available two sets at \$1,300 each. Also, that the thermal imager will need two new batteries. However, they can be rebuilt for \$64 each. He advised that he has received two firefighter applications for approval. Kevin Windham of Berlin Twp. and Robert Hively of Ellsworth Twp. are the applicants. Chief Sternburg also announced that he has applied for a \$30,000 grant for EMS equipment. Also requested is to pay MCCTC \$660 for Coleman Smith to attend Firefighter II at the school. Trustee Houston made a motion to approve \$3,388 for the listed requests and to approve the two new firefighters. Trustee Toman seconded the motion. The vote was all in favor.

EMS DEPARTMENT Chief Bob Sternburg reported six EMS transports since the last EMS report. He then elaborated that the earlier mentioned EMS grant would be used to purchase a new monitor for the ambulance.

#### COMMITTEE REPORTS:

Trustee Toman reported that the Crime watch group on Facebook is now up to 577 members. He reported that the school property acquisition process was completed. He made a motion to purchase from The Western Reserve School Board the offered property located at S. Salem Warren Rd. at a cost of \$10.00. Trustee Houston seconded the motion. The vote was all in favor.

Trustee Houston reported that he has meet with Mr. Jason Young to review the Admin/Fire Dept parking area for possible repaving.

Chairman Spellman reported that the trustees met with the County Engineer at the Engineer's annual township meeting to listen to different presenters and the programs that may be available to the Township. The Trustees were also able to present needs within the Township to the Engineer. He also reported that the Township's 911 dispatch had been successfully transferred from the Sebring Center to the Canfield Center. Chief Sternburg also confirmed that the call times have been reduced. Chairman Spellman then reported that the Mahoning County Land Bank is working with the Township to compile a list of properties for the Land Bank to fund demolition.

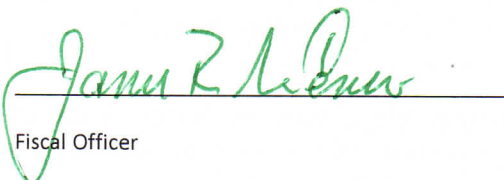
Trustee Houston then discussed the need to begin the project to pave the aforementioned parking lot. He introduced Mr. Jason Young, PE to discuss options for the project. Mr. Young explained the different paving options regarding needed base repairs and also a process to recycle and reuse some of the grindings of the existing pavement. He also explained the use of a paving fabric, which can be purchased cheaper, however it is not designed for heavy use as seen in the existing parking area. The Board discussed the variables involved and the most efficient long-term solutions. Mr. Young advised that it would be expensive to engineer and advertise all possible paving options. His opinion was to engineer and advertise for bid the recycling process for paving. Trustee Houston made a motion to hire Mr. Young's firm at a cost not to exceed \$6,000 to engineer and advertise for bids the recycling method to repave the Admin/Fire Complex parking area. Trustee Toman seconded the motion. The vote was all in favor. Trustee Houston reminded the Board and the public that the Township is not bound to the project if they are not comfortable with the bids received.

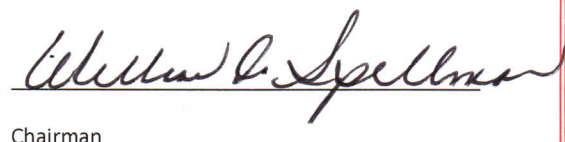
Chairman Spellman announced that the next regular meeting would be held Wednesday April 13, 2016 at 7:00 p.m.

After the Good of The Order, the Board took a short break at 9:25 pm and then at 9:30 pm continued the Township Budget discussions.

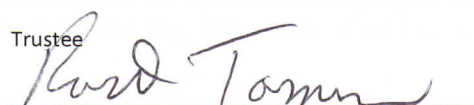
The Board and the Fiscal Officer continued to review the Budget needs for 2016. After detail review, Trustee Toman offered a resolution to appropriate the total 2016 Resource Budget of \$1,220,299.15 as estimated by the Mahoning County Budget Commission. Trustee Houston seconded the motion. The vote was all in favor.

At 10:17 p.m. Trustee Toman made a motion to adjourn the meeting. Trustee Houston seconded the motion. The vote was all in favor.

  
Fiscal Officer

  
Chairman

  
Trustee

  
Trustee