

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

May 9, 2018

Chairman Robert Toman called the May 9, 2018 regular meeting of the Ellsworth Trustees to order at 7:00 pm. A roll call was taken to establish a quorum: Trustee Fredrick Houston - present, Vice Chairman William Spellman - present, Chairman Robert Toman – present. Also present were Fiscal Officer James DeCenso, Maintenance Supervisor Matt Stroney, Zoning Inspector Wayne Sarna, Fire Chief Robert Sternburg and Assistant Chief Brian O'Neil. The Pledge of Allegiance was recited.

MINUTES: Fiscal Officer DeCenso presented the minutes from the April 11, 2018 regular meeting. No one in attendance requested that the minutes be read. Trustee Houston made a motion to accept the minutes from the regular meeting held April 11, 2018. Trustee Spellman seconded the motion. The roll call vote was all in favor.

FISCAL REPORT: Fiscal Officer James DeCenso reported that April receipts were \$41,533.13. April's expenditures were \$32,280.72. Included in April's receipts was a property tax advance of \$30,000. Receipts for the four months ended April 30, 2018 were \$135,361.57 and expenditures were \$260,913.66. Mr. DeCenso's report included a fund balance increase in April of \$9,252.41 and that the fund has decreased by \$125,552.09 during 2018. The fund balance as of March 30, 2018 was \$649,962.46 minus the outstanding SIB loan of \$142,627.28 for a net balance of \$498,092.77. The current amount encumbered for routine Township expenses is \$148,187.31 leaving an unencumbered balance of \$359,147.87. Mr. DeCenso then reported that there has not been any new communication from the auditor who is performing the 2016-2017 audits. He went on to report that the Township has received notice from Armstrong Cable that they have renewed their franchise license in Ohio for the ten-year period 2018-2028. Mr. DeCenso reported that the franchise fees received from Armstrong in 2018 totaled \$26,952.00 or about 6% of the Township's total revenue. He then requested approval for \$4,014.96 in expenditures, including two invoices from D&T P.M; one for Engine 43 repair of \$567.18 and the other for \$2,078.84 for oil changes and safety checks on Engines 48,47,41,46 & Squad 43. Also included are invoices from Ashley for repair of the 1989 GMC 3500 for \$792.19, Warren Fire \$27.00 for a coat repair, and \$549.75 from PennCare from 11/14/17 for EMS medical supplies. Trustee Houston made a motion for payment of the \$4,014.96 requested. Trustee Spellman seconded the motion. The roll call vote was all in favor. Mr. DeCenso then advised the Board that the Township's application for the Star Ohio program was in process. He then reported that a question arose at the last meeting regarding liability of volunteer firefighters in route to a call. He spoke to OTARMA regarding liability coverage and was advised that the Township is secondary to the driver's private insurance. Mr. DeCenso then provided to the Board a listing of approved projects, including the amount approved, the amount spent and the encumbered amount remaining. The Board discussed with Mr. Stroney, that the Fire Hall restroom project might be low on available funds. Trustee Houston made a motion to add \$750.00 to the restroom remodel project. Trustee Spellman seconded the motion. The roll call vote was all in favor.

MAINTENANCE REPORT: Mr. Matt Stroney advised the Board that he assisted with one burial in Berlin Township last month. He then requested from the Board consideration to adopt a policy to allow flat stone markers to be placed on an existing grave to mark a cremation inurnment that occurred on top of the original burial. Mr. Stroney and the Board discussed the increasing trend of cremations. Trustee Houston made a motion to amend the cemetery policy to allow a flat marker to be installed, pursuant to current foundation and marker standards, above the burial site of a cremation urn, when such urn was buried on top of an existing vault location. Trustee Spellman seconded the motion. The roll call vote was all in favor. Mr. Stroney requested that the Board investigate the creation of a niche for inurnments, due to the increasing number of cremations. Mr. Stroney then advised the Board that he attended the Mahoning County Green Team meeting and that the 2018 Recycling space lease will be the same as 2017. He advised the Fiscal Officer that the Agreement should be received soon. He updated the Board on the restroom remodel project. Mr. Stroney then advised the Board that Grace Exterminating donated and sprayed weed control on the Township's baseball fields and playground areas. He then provided to the Board a quote from Everbrite Inc., to mill, excavate and pave areas at the Ellsworth School Park, the Town Hall and the Cemetery. He also advised the Board that he had interviewed one individual and accepted an application from another individual for part time work in the Township. He would also like to have the Fire Hall carpet cleaned as the installer suggested an annual cleaning. The Board discussed the hiring of part time help in the summer primarily for grass cutting and trimming. Mr. Stroney suggested hiring both individuals so that either can be used as available. Trustee Spellman made a motion to hire both individuals through Callos Resources at an employee rate of \$9.50 per hour plus the Callos fee. Matt Stroney to schedule and supervise. Trustee Houston seconded the motion. The roll call vote was all in favor. Trustee Houston then requested that the Fiscal Officer draft a thank you letter to Grace Exterminating for their donation of services to the Township.

ZONING REPORT: Zoning Inspector Wayne Sarna reported that, since the last meeting, he had issued two permits. Issued were one permit for three temporary signs, and also one building permit for a non-commercial storage building. He reported that he is still waiting for drawings as to the former coal tipple site on Rt. 45. He suggested to the Board that the

RECORD OF PROCEEDINGS

Minutes of

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO 10148

Held _____ 20____

Regular Trustee Meeting May 9, 2018 Continued

Township consider a site plan review fee. As currently there is none. If a plan is submitted and denied, there is no fee for the Township. The Board requested from Mr. Sarna that he review surrounding communities for their policies and fees. The Board then discussed the potential for agriculture exemptions or residential buildings to be built and then later the owner requests a zoning change to commercial. When that occurs, the Township loses the higher commercial building permit fees. Mr. Sarna then reported that he had sent a letter to the owner of property on N. Palmyra Rd requiring the removal of junk and debris from the property. The property will be re-inspected in 30 days. Mr. Sarna also reported his attendance at the Township Zoning Commission meeting held May 8, 2018. At that meeting, the Commission reviewed a request from a Diehl Lake property owner to reparcel three lots into one. The Commission recommended that the reparcelling be denied, as it would modify the PUD. Also at that meeting, another property owner requested to place a mobile home on his property while a house is being built there. The Commission could not find a relevant code section to review. Mr. Sarna requested authority to contact Atty. Fimmamore for advice. The Board consented.

FIRE DEPARTMENT: Chief Sternburg reported that, since the last meeting the Department responded to three service calls, five false alarms, three motor vehicle crashes, three emergency medicals and had four EMS transports. There were thirteen mutual aid responses to other departments and three received from Canfield. Chief Sternburg then discussed with the Board, his desire to review other billing entities to use for EMS transport billing. He has reviewed a list of companies qualified by the department's current software fire reporting company. He spoke to Medicount, to get an example of how other billing companies obtain information directly from the reporting software. The chief is setting up a meeting with the Medicount representative to gain a proposal from them. Mr. DeCenso requested to attend that meeting. Chief Sternburg then asked the Board to consider the needs of a levy to increase department funding. The Board agreed to take his request into consideration. The Board then discussed the boot and glove order approved last month. Chief Sternburg reported that he had ordered the gloves from Finley Fire and was still reviewing different boots. The Fiscal Officer added that the original expenditure for the gloves was approved at \$80.00 per pair and that the actual cost was \$54.00. No other items were requested.

EMS DEPARTMENT: There was no separate EMS report as Asst. Chief O'Neil had left for an emergency EMS call.

COMMITTEE REPORTS: Trustee Spellman reported that the Trustees had put up all of the flags in the main business section of the Township. He also reported that an informational meeting has been established with the Mahoning County Sanitary Engineer to gather data on sewer lines for the Township. Chairman Toman reported on the Crime Watch group and some recent crime in the community.

OLD BUSINESS:

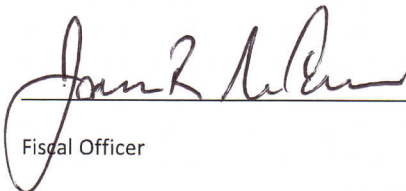
No old business was discussed.

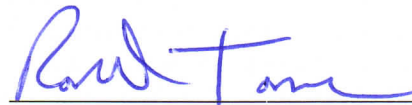
NEW BUSINESS:

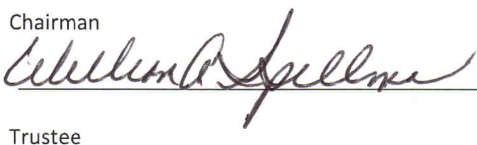
The VFW Memorial Day services will be held on Sunday May 27th beginning at 11:00 am. The Board discussed a contribution to the VFW for Memorial Day activities. Trustee Houston made a motion that pursuant to Ohio RC 307.66, that the Township contribute \$300.00 to VFW post 9571 for Memorial Day activities. Trustee Spellman seconded the motion. The roll call vote was all in favor.

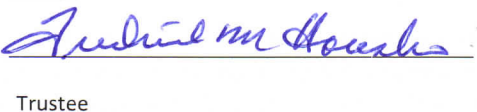
The next meeting will be held at 7:00 pm on June 13, 2018.

At 8:30 pm, Trustee Houston made a motion to adjourn the meeting. Trustee Spellman seconded the motion. The roll call vote was all in favor.


Fiscal Officer


Chairman


Trustee


Trustee