

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

November 10, 2018

Chairman Robert Toman called the November 10, 2018 regular meeting of the Ellsworth Trustees to order at 9:00 am. 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, Zoning Commission Secretary Dee Tripp, Interim Fire Chief Tom Powell and Assistant Chiefs Ted Smith, and Robert Sternburg. The Pledge of Allegiance was recited.

MINUTES: Fiscal Officer DeCenso presented the minutes from the regular meeting held October 10, 2018. No one in attendance requested that the minutes be read. Trustee Houston made a motion to accept the minutes from the regular meeting held October 10, 2018. Trustee Spellman seconded the motion. The roll call vote was all in favor.

Chairman Toman recognized Uta Franks, representing the VFW sponsor of the Tree Lighting Ceremony, who advised the Board and the public as to the progress of their ceremony that will be held at the Township Fire Hall on November 24th. She has accumulated nearly 10,000 lights for the tree. The Township maintenance and fire departments have volunteered to assist in the decorating.

FISCAL REPORT: Fiscal Officer James DeCenso reported that October's receipts were \$30,632.50 and expenditures were \$52,962.86. Extraordinary expenditures included \$9,736.16 for 2nd half 2018 payment to the County Health Dept and \$2,428.00 for the Fire Dept's Software renewal. Receipts for the nine months ended October 31, 2018 were \$392,515.67 and expenditures were \$532,988.94. Mr. DeCenso's report included a fund balance decrease of \$22,330.36 in October and that the fund has decreased by \$140,473.27 during 2018. The fund balance as of October 31, 2018 was \$635,041.28 minus the encumbrances as of October 31, 2018 of \$84,823.00 for a net balance of \$550,218.28. The current unencumbered balance, less the SIB ODOT Loan of \$131,538.29 was \$418,679.99. Mr. DeCenso then presented to the Board a review of current open project balances. He asked the departments to review and determine what projects should remain open for 2019. He then reported the final results from the 2017TY, 2nd half property tax collections. The total collections were \$234,494.01. He reported that \$15,734.14 is still due from the State of Ohio which is the taxpayer's Homestead, Owner Occupied and Non-Business credits that are refunded to the Township by the state. That credit should be received shortly. Mr. DeCenso then advised the Board that the Township could pay the 2019 BWC annual Premium in a lump sum of \$4,220.00 before December 21st and receive a 2% refund. Trustee Houston made a motion to expend the \$4,220.00 BWC Premium to be paid prior to December 21, 2018. Trustee Spellman seconded the motion. The roll call vote was all in favor. Mr. DeCenso then reviewed the EMS on-call shift pays and asked that the Board confirm how EMS personnel are to be paid for a transport when not on a shift-call. Traditionally, the transporter was paid \$16.00 for a transport. The discussion centered on paying the increased amount, based on medical certification. Trustee Houston made a motion to eliminate any confusion by amending the EMS policy to pay for transports, when not on call, at the rates of: an EMR at \$16.00, a Basic at \$20.00, an Intermediate at \$25.00, and a Medic at \$30.00 retroactive to September 1, 2018. Trustee Spellman seconded the motion. The roll call vote was all in favor. Trustee Houston would like to have the Fire Chief sign off on the payroll ledger provided to the Fiscal Officer. All involved felt that that was a good idea. Mr. DeCenso then reviewed the upcoming payroll direct deposit program and the collection process for EMS debts through the Ohio Attorney General's office. The Board discussed creating a collection policy for EMS debts. The Board instructed the Fire/EMS Departments to create a policy that will require the Department to sign off on any bad debts that they propose to send to collections and then the Trustees could sign off before sending to the Ohio AG. The Board will review any policy proposals at the next meeting.

MAINTENANCE REPORT: The Trustees read Mr. Stroney's report in his absence. There was one burial in Ellsworth and one burial in Berlin that he assisted. Also that the plastic shields were installed on the swing set chains. The Trustees then reviewed the parking lot lighting project. Additional quotes, obtained by Mr. Stroney, were reviewed with different pole styles and possibly using some used poles. Other lighting options were also reviewed. The Board felt that additional funds would be needed for any of the discussed options. Trustee Houston made a motion to increase the existing encumbrance of \$6,000.00 by \$2,000.00 to \$8,000.00 total for the parking lot lighting project. Trustee Spellman seconded the motion. The roll call vote was all in favor. The Board then reviewed a proposal from Western Reserve Baseball Organization to purchase their 2015 Polaris R 150 Hammerhead. The vehicle does need a motor rebuild and other maintenance. They are asking \$500.00 and a new engine and parts may be \$200.00. Trustee Houston made a motion to approve up to \$800.00 for the 2015 Polaris and rebuild as long as a title or bill of sale is provided by WRBO. Trustee Spellman seconded the motion. The roll call vote was all in favor.

ZONING REPORT: Dee Tripp read Zoning Inspector Wayne Sarna's report. The report included that since his last report, a permit was issued for a detached garage on Leffingwell Rd and a permit was issued for a storage shed on Croy Rd. He also reported that the Mahoning County Planning Commission recommended approval of the Zoning change request on the Croy Rd property from Agriculture to Business. The Township Zoning Commission will meet on November 13th to consider

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Regular Trustee Meeting November 10, 2018 Continued

the County's recommendation. The Mahoning County Planning Commission also recommended approval of a re-parcel of lots on Ellsworth Rd. Mr. Sarna's report also included his conditional approval of the general site plan submitted by Basista Holdings on August 17, 2018. The approval requires the submission of the proposed topography of the site and to provide as general location of development areas and uses by Advanced Drainage and Trenching and Basista Holdings that were not noted on the general site plan map. The deadline for submission is November 15, 2018. Mrs. Tripp advised the Board that if the Township Zoning Commission recommends the Crory Road property zone change, the Trustees must have a public hearing within thirty days of the Commission's action. In anticipation of their action, the Board scheduled a public hearing to be held at 6:00 pm on December 12th, which is one hour prior to the next general meeting time.

FIRE DEPARTMENT: Interim Chief Tom Powell reported that there were 20 calls since the last meeting, including one structural fire, five motor vehicle accidents, and seven medical transports. The department provided mutual aid outside of the Township four times. The Chief also reported that an internal ISO (Insurance Service Office) audit was recently completed. Insurance companies use the ISO rating to calculate property insurance rates in the Township. The Chief provided a list of tools that need to be purchased to meet the required items. The total quote from Warren Fire is \$5,602.00. The Board discussed the value of maintaining a good rating to assist residents' in lowering their insurance costs. The Chief also requested \$1,990.00 to pay Firefighter II training for Joe Milano and Jordan Gibbs. The Chief explained that both firefighters have been on the department for a while and are both very active in answering alarms. They are also both EMTs. After discussion about the source of funding, Trustee Houston made a motion to approve the \$5,602.00 from the One-Mill Fund and the \$1,990.00 from the Fire Fund for training. Trustee Spellman seconded the motion. The roll call vote was all in favor. The Chief then reported that 37.6% of the available on-call time slots were covered during the previous month.

EMS DEPARTMENT: Assistant Chief Smith discussed the earlier proposed Medicount Billing Agreement. The Board discussed the merits of a different Billing company. The remaining concern is that the four-year Agreement contains language that only allows the Township to terminate the contract, without cause, if it provides a notice at least 180 days prior to the renewal date. The Board is concerned that existing officials may not be in office four years from now and the process to terminate may be forgotten. Trustee Spellman made a motion to accept the proposed Agreement from Medicount on the condition that the contract would simply terminate after the four years and could not renew without Board Approval. Trustee Houston seconded the motion. The roll call vote was all in favor. The Board then discussed the proposed Dispatch Agreement renewal with the City of Canfield. The new Agreement is fee based on the number of calls answered by Canfield dispatch, as opposed to the current fixed monthly fee Agreement. The renewal is expected to raise dispatch expenses by 13% or \$1,700.00. Chief Powell reported that other dispatch centers would require expensive radio frequency changes and would limit the department's communication abilities with Cardinal and Berlin Fire/EMS assistance. The Chief noted that although the Agreement is for three years, it does contain a provision for a 90-day termination notice without cause. After discussion regarding future options, Trustee Houston made a motion to accept the proposed Canfield City Dispatch Agreement effective January 1, 2019. Trustee Spellman seconded the motion. The roll call vote was all in favor.

Chairman Toman reminded the Board that the next Fire/EMS workshop would be held Monday December 3rd at 6:00 pm.

COMMITTEE REPORTS: Trustee Houston advised that the cost to place the niches inside the Mausoleum would be \$1,200.00 per crypt. The Board determined that an outdoor memorial would be less costly and more accessible to the public. There is approximately a six-month lead-time to order the niches. Trustee Houston indicated that he should have a final written quote for the next meeting, and if approved, would provide sufficient time for the cement pad to be built in the spring prior to delivery.

Trustee Spellman discussed the road salt needs for the 2018-2019 winter season. He had discussed the ability to purchase salt from Mahoning County again this season.

The next meeting will be Wednesday, December 12, 2018 at 7:00 pm. A public hearing to review the proposed zoning change on the Crory Road property may be in order, and if so would begin one hour prior to the regular meeting.

At 11:05 am, Trustee Spellman made a motion pursuant to ORC 122.22(g)(1) to enter into Executive Session to discuss Township personnel employment matters. Trustee Houston seconded the motion. The roll call vote was all in favor. The Board invited the Fiscal Officer to attend.

At 12:02 pm, Trustee Spellman made a motion to return to Regular Session. Trustee Houston seconded the motion. The roll call vote was all in favor.

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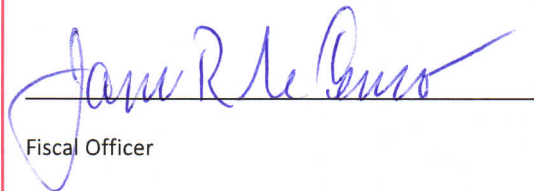
Meeting

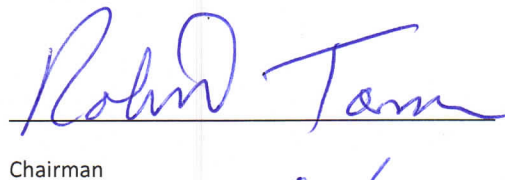
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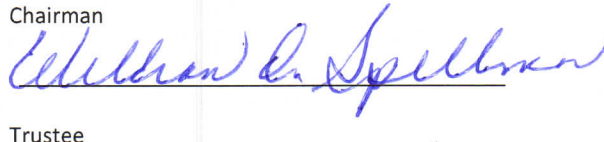
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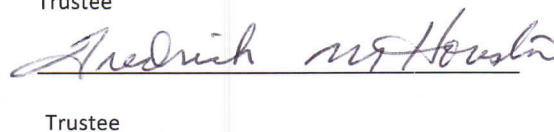
Regular Trustee Meeting November 10, 2018 Continued

At 12:04 pm, Trustee Houston made a motion to adjourn. Trustee Spellman seconded the motion. The roll call vote was all in favor.


Fiscal Officer


Chairman


Trustee


Trustee