

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

AUGUST 11, 2015

Chairman Bob Toman called the August 11, 2015 regular meeting of the Ellsworth Trustees to order at 7:05 p.m. A roll call was taken to establish a quorum: Trustee Fred Houston – present, Vice Chairman William Spellman – present, and Chairman Robert Toman – present. Also present were Fiscal Officer James DeCenso, Zoning Inspector Wayne Sarna, Maintenance Supervisor Matt Stroney, Fire Chief Robert Sternburg and guest Jason Young, PE who will address the 2015 Township Chip and Seal Project. The Pledge of Allegiance was recited.

MINUTES: Fiscal Office James DeCenso presented the minutes of the July 8, 2015 regular Trustee meeting. No one in attendance requested that they be read. Trustee Spellman made a motion to accept the minutes of the July 8th meeting. Trustee Houston seconded the motion. The vote was all in favor.

SPECIAL REPORT – 2015 Chip and Seal Project: Mr. Jason Young reported that the double chip seal has been completed on township roads. All that is left is the fog seal. There was additional work involved and 6 square yards of material was needed to expand the cul-de-sac area as earlier discussed and approved. Mr. Young has reviewed and certified all of the asphalt materials used and reported that all is in compliance of the original specifications. The trustees asked Mr. Young to review the final invoice(s) from the contractor before submission. Mr. Young agreed. The trustees discussed with Mr. Young the schedule for the fog seal. The trustees discussed the need for a resolution to cover the costs of the additional cul-de-sac asphalt and labor work. Trustee Houston made a motion to encumber ten thousand dollars (\$10,000) to cover the costs of the additional cul-de-sac work. Trustee Spellman seconded the motion. The vote was all in favor. The trustees thanked Mr. Young for his work and oversight on the project.

FISCAL REPORT: Fiscal Officer James DeCenso reported that the invoice from Superior Auto Repair has been received for the ambulance accident. Although the township has a \$1,000 deductible, Superior had reduced our bill down to \$400. Trustee Houston made a motion to pay Superior Auto Repair four hundred dollars (\$400). Trustee Spellman seconded the motion. The vote was all in favor. The trustees thanked Superior Auto for their generosity in reducing the township's invoice. The trustees also thanked Myers Equipment for their generous loan of an ambulance to the township while repairs were being made. Mr. DeCenso advised the trustees that the Bison Ranch has submitted an application for a D1 liquor license and that the township has the right to request a hearing, if desired, as the township admin building is within 100 feet of the Bison ranch property. The trustees discussed the matter and determined that no hearing was necessary. Mr. DeCenso supplemented his prior month report from last month that 85% of budgeted 2014 1st half taxes had been collected. He indicated that his percentage was reported net of health department and auditor collection fees. With adding those fees back the collection percentage was 92% of budget. Mr. DeCenso reported that July expenditures totaled \$35,461 and July revenue collected was \$16,513. He reported that 2nd half 2014 property taxes advances would begin to be received in August. Mr. DeCenso then discussed the township's loan opportunities for the 2015 Chip and Seal Project. He had contacted Farmer's National Bank and Home Savings Bank, neither of which were able to compete positively with the loan opportunity through the ODOT program. Mr. DeCenso submitted to the trustees ODOT documents to sign as required by ODOT for the loan closing process. He indicated that a signed resolution or signed minutes by the trustees would be necessary to include. He submitted a written resolution that can be signed and immediately submitted to ODOT, since signed and approved minutes would not be available until next month. After discussion, Trustee Spellman made the motion to execute the Loan Agreement with ODOT's State Infrastructure Bank for One Hundred Fifty Seven Thousand Three Hundred Twenty Seven Dollars (\$157,327.00) and to submit all necessary documents. Trustee Houston seconded the motion. The vote was all in favor.

MAINTENANCE REPORT: Mr. Matt Stroney gave his maintenance report. There was one burial since the last meeting. He reported that the cemetery well pump was having some issues and that he had contacted a pump service company for repairs. He then reported that he discussed pond safety measures with the township's insurance risk management division. They suggested appropriate signage and life saving rings. Trustee Houston made a motion to purchase two (2) signs and four (4) flotation rings, not to exceed Seven Hundred and Fifty Dollars (\$75), to install at the pond. Trustee Spellman seconded the motion. The vote was all in favor. Mr. Stroney then reported that he has arranged with Armstrong Cable to combine the cable services between the

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Maintenance Building and the Fire/Administrative Building. He has already strung the wire between the buildings. He reported that the catch basin on Elk Rd was repaired. All township roads were edged before the Chip and Seal Project and the 25-mile per hour speed limit signs were installed on Elk Rd. Also that repairs were made to vandalized spouting on one of the baseball field dugouts. He will also begin to make some repairs to the parking lot prior to the winter.

ZONING REPORT: Mr. Wayne Sarna gave his Zoning report. Two permits were granted in the township since his last report. Mr. Sarna reported that there were two new zoning complaints since the last meeting. One included septage on Knauf Rd, for which he submitted a complaint to the Mahoning County Health Department. The other included the use of the Diehl Lake Lodge as an overnight camp for children. He will investigate and refer to the Zoning Commission. He also discussed his need for follow up with the Sportsman Club's possible use of shooting automatic weapons with potential ricocheting. He will go back to speak to them regarding any issues. Mr. Sarna also reported that the Lewis site plan meeting with the Zoning Appeals Board has been rescheduled from July to August 27, 2015.

FIRE DEPARTMENT: Chief Sternburg gave the fire and EMS reports. The Fire Department responded to seven calls and EMS responded to twelve EMS calls in the last month. Chief Sternburg then explained that he met with the Fiscal Officer to review the balances of the departments 2015 budgets, including the 1 mill fire levy. The Chief presented to the trustees a list of equipment and equipment repairs that he has scheduled for the remainder of 2015. The trustees reviewed the list with the Chief and agreed that all funding was available. Trustee Houston made a motion to approve Fourteen Thousand Nine Hundred and Fifty One Dollars (\$14,951.00) of fire department expenditure requests. Trustee Spellman seconded the motion. The vote was all in favor. The Chief further requested that the township review the need to install AEDs at the township hall and the hall at the fire station. The trustees asked Chief Sternburg to review and bring a proposal to the next meeting, including any available grant information.

COMMITTEE REPORTS: Trustee Houston reported that he had been approached, for a raise by one of the Callos temp employees working in maintenance. The trustees requested that Matt Stroney provide a performance review and report back to the trustees. Trustee Houston also indicated his pleasure with the work performed by Specialized Paving and Jason Young on the 2015 Chip and Seal Project. He also indicated that he would like to have the Township review the possibility of using the old road filings (from the Chip and Seal Project) to pave the maintenance/fire station parking lot. The trustees agreed to have Trustee Houston begin the research. The trustees also discussed the improvements to the Ellsworth Township display for the 2015 Canfield Fair.

Trustee Spellman discussed the upcoming August 27th MCTA meeting in Canfield and that the County Engineer will be there to roll out his plan for county road improvements and any 2015 winter salt program that he will make available to the townships. Trustee Spellman also reported that there might be some availability to extend sewer lines north on Ohio rte 45 to include the township Administrative building. He reviewed discussions with Dennis O'Hara, the Mahoning County Haz-Mat Director. With a connection to the sanitary sewer system and the current back-up generator, the Ellsworth Fire Hall could potentially be used as an emergency site following any natural disaster, such as a tornado. The trustees discussed some signage for Elk Rd. to limit truck traffic on the newly sealed township roads.

Trustee Toman reported that he discussed with a representative of First Energy, the empty house on Duck Creek Rd property that they own. He reported that resolution to tear it down would be forth coming. He also has worked with the sheriff's dept to move up the auction sale of the empty house on West Hill. That auction date is now August 18th. He also mentioned that the trustees have reviewed the mangled guardrail on Berlin Station Rd. He then reported a Face book page has been created for the Crime watch Program. The name is Western Mahoning County Crime Reporter.

The trustees then thanked all involved for helping to move the old fire truck from the Grittie property to the Maintenance Building. They also thanked the Grittie family for storing the vehicle while a new location was found.

Also that the Zoning Board has an opening and that they are requesting any interested party to apply to the Trustees.

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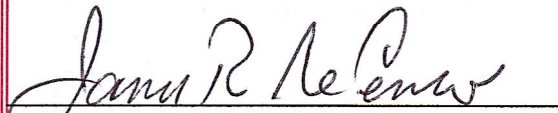
Chairman Toman announced that next regularly scheduled board meeting would be held Wednesday September 9, 2015 at 7:00 p.m.

After a brief intermission, the board reconvened to review some discussion and proposals from the Fiscal Officer.

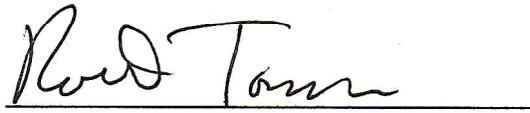
Fiscal Officer DeCenso advised the trustees that since his appointment in April, he has since reviewed the township's programs and has some preliminary proposals. Mr. DeCenso reported that he has instituted a program to utilize purchase orders and requisitions for township expenses. This will assist in his verifying fund availability prior to purchases being made. Fire Chief Sternburg and Maintenance Manager Stroney also agreed that continued monthly reviews with the Fiscal Officer would be helpful in maintaining their appropriation balances.

Mr. DeCenso and the trustees discussed the ability of the township to review investment opportunities with Township funds. A proposal to review both short and long term strategies will be incorporated into the 2016 appropriations. Discussion was held regarding offering direct deposit to the township employees, zoning board members and firefighters. It was agreed that any potential cost savings would not justify the \$35 monthly bank fee at this time. Discussion was also held on the amount of financial information that should be presented on the Township's website. It was determined that a statement of Township revenues and expenditures would be beneficial to Township residents.

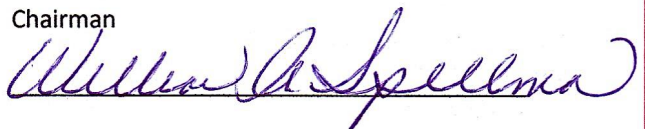
At 9:46 p.m. Trustee Spellman made a motion to adjourn the meeting. Trustee Houston seconded the motion. The vote was all in favor.



Fiscal Officer



Chairman



Trustee



Trustee