

# 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 8, 2023

Chairman Fredrick Houston called the February 8, 2023, regular meeting of the Ellsworth Trustees to order at 7:00 pm. A roll call was taken to establish a quorum: Chairman Fredrick Houston - present, Vice Chairman Robert Toman - present, Trustee William Spellman - present. Also present were Fiscal Officer James DeCenso, Road and Maintenance Supervisor Tom Hoffman, Fire Chief Ted Smith, and Zoning Inspector Wayne Sarna. The Pledge of Allegiance was recited.

MINUTES: Fiscal Officer DeCenso presented the minutes from the Annual Organizational meeting and the last Regular meeting which were both held January 7, 2023 and a Special meeting that was held January 15, 2023. No one in attendance requested that the minutes be read. **Motion 2023-23:** Trustee Spellman made a motion to accept the minutes from all three meetings. Trustee Toman seconded the motion. The roll call vote was all in favor.

FISCAL REPORT: Fiscal Officer James DeCenso reported that January's receipts were \$27,715 and expenditures were \$205,507. Receipts include \$2,967 of Bank interest. Expenditures included a \$13,875 payment to LED3 as 75% down-payment on the new outdoor sign and \$146,800 to Myers Equipment for the new ambulance. The total expenditures without the two major capital items would be \$44,832. The total gross fund balances as of January 31, 2022, was \$623,456, including \$65,543 in ARPA funds; \$199,493 in Fire/EMS Ops and Equipment funds and \$301,191 in Road funds. The General Fund balance is \$42,540 (includes Cemetery and Zoning funds). The Fiscal Officer then presented invoices totaling \$15,838 including the annual Mahoning County HazMat assessment of \$213, road salt from Arms Trucking for \$2,040, the 2023 payment to the Mahoning County Sheriff for the SRO of \$10,004 (ARPA funds per 2022-76), and \$3,000 for the 2022 Ohio BWC True-Up premium estimate due by February 15<sup>th</sup>, and \$600 in various repair invoices. **Motion 2023-24:** Trustee Toman made a motion to approve the \$15,858 in invoices as presented. Trustee Spellman seconded the motion. The roll call vote was all in favor. The Board and Mr. DeCenso then discussed the process to hire a part-time assistant that would report to the Fiscal Officer. A job description is in process of completion. The Board is responsible for setting the wage. Mr. DeCenso then reviewed with the Board the 2023 Budget. While there is still some details to resolve since the last budget workshop held January 15<sup>th</sup>, he projected the 2023 appropriation total to be \$1,769,332. **Motion 2023-25:** Trustee Toman made a motion to approve \$1,769,332 as the 2023 final appropriations. Trustee Spellman seconded the motion. The roll call vote was all in favor. The Board discussed continuing conversations on the 2023 budget and agreed to another budget workshop to be held February 15<sup>th</sup> at 7:00 pm. The Fiscal Officer then reported to the Board that NOPEC has announced that their 2023 Energized Community Grant to the Township will be \$3,656 and that they are also making available \$1,000 in 2023 for their Community Event Sponsorship Program. The Board will need to determine an energy savings project that would qualify for the grant and also how to distribute the Community Event monies. He then reminded the Board that the reduced amount in the ARPA funds on January 31<sup>st</sup> is due to the \$95,000 advanced to the EMS fund for the ambulance purchase. The future loan on the ambulance will then be used to repay the ARPA fund.

Chairman Houston then recognized Troy Rhoades, representing First Energy. Mr. Rhoades gave a brief review of the planned activities in the Township, including the on-going summer tree and limb trimming program and the need for citizens to be aware of power line right of ways or easements, prior to erecting any structures in those areas. He then took some questions and comments from the Board and the audience. Mr. Rhoades also reviewed some available programs to convert some or all of the Township street lights to LED. The Board indicated that they would review any proposals that he could send. He also distributed some contact information for the safety services and the road department to use for quick contact regarding trees that fall on wires and other energy issues. The Board thanked Mr. Rhoades for his attendance and his availability throughout the year.

ROAD and MAINTENANCE: Mr. Tom Hoffman reported that there was one burial in the Township in January. He had assistance from Berlin. He reported that Murdock replaced the bottom door seals on the fire bay doors. He advised the Board that he is gathering some prices to replace the refrigerator in the Fire Hall kitchen. He also reported that the PO for the runner rugs has been sent to Cintas. He reported on repairing some counter tops in the Fire Hall and repaired the Fire Department's washing machine. Mr. Hoffman reported that Grace Exterminating

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## Regular Trustee Meeting February 8, 2023, Continued

has treated the Fire Station and the Town Hall. Berlin Township personnel assisted him in removing the Christmas tree from the church corner. The mower is on order from DuCut. He also reported on a discussion with Greg Ellis about some needed blacktop repairs in the Town Hall parking lot and the Fire Station lot where water is sitting and causing the asphalt to crack. He then reported on a quote from Austintown Fence on refencing a ballfield. An outfield fence replacement was quoted at \$7,226 and an infield area fence was quoted at \$3,356. Mr. Hoffman reported that he would be obtaining a quote from Esterlee Fence in the next few days. At that time Trustee Toman interjected that he had been contacted by the County Engineer's office and that a meeting is to be scheduled to review the flooding on Elk Rd and to review options for corrective action. He will advise everyone when the date is scheduled.

**ZONING REPO0RT:** Mr. Wayne Sarna advised the Board that he wrote one Zoning permit for a commercial sign at Overtime Sports Training Center. He reported that Atty. Mathews sent a letter to the Lewis' in which he indicated their need to comply with sections 405 and 406 of the Township Zoning Resolution, by way of letters from the Army Corp of Engineers, the EPA, consultants or other appropriate public agencies regarding the sanitary sewer, water, grading, flood plain and wetland regulations on or before February 28<sup>th</sup> to set an appeal in mid-March. Mr. Sarna then reported on the property at 10610 Akron Canfield Rd. He and the Fire Chief inspected the property and have written a report of condemnation and recommend removal. **Motion 2023-26:** Trustee Toman made a motion pursuant to ORC 505.86 to condemn the unsafe structure and to begin the process to demolish the property by approving a title search and providing legal notice to the owner(s). Trustee Spellman seconded the motion. The roll call vote was all in favor. Fire Chief Smith indicated that the building could be burnt by the Department. Mr. Sarna then reported on five other properties that he is reviewing for recent violations. He also reported on a agricultural exemption for a poultry shed at 5494 Salem Warren Rd. He had sent the property owner the exemption form to complete and return.

**FIRE DEPARTMENT:** Chief Edward Smith reported that there have been 33 emergency calls in the Township in January of which 3 were cancelled and 11 were EMS related. There were 7 transports during the month of which 6 were transported by Ellsworth and 1 was transported by mutual aid. He reported that he attended a County wide 911 meeting on January 9<sup>th</sup> and that there will not be any 911 call center fee changes during 2023. The Chief discussed a new two-tone paging system for the department as the first tone will notify the crew on-shift and the second tone would call for off duty personnel. He reported on his inspection of the property at 10610 W Akron Canfield Rd and the need to demolish or burn the structure as it is currently dangerous. The Chief then reported that he had replaced batteries in the Medic 400 as it would not start on February 2<sup>nd</sup>. He purchased the batteries using his personal credit card at a cost of \$279.48. He also discussed a quote from Bearcom for \$1,849.82 to install the new radio base station and antennae. Annual flow testing of 20 air-packs and the compressor are quoted at \$1,944 plus parts and labor for any non-warranty repairs. Also quoted was \$1,679.81 for 37 air cylinders to be hydrotested. The Chief then reported on two new applications; from Todd Paulsey, an FF I and medic and well as Nathan Paulsey, who is a medic. He also ordered NFPA soap to use for cleaning the gear used at East Palestine. He then discussed with the Board his attempt to obtain a price to rent gear vs. purchase. The Chief and the Board discussed the need to get the new ambulance lettered. He has received a few quotes with different lettering proposals. He felt that \$6,000 would be the maximum cost. The vendors have indicated that the material costs have increased significantly. The Chief reported on a AFG grant application that he is working on with some surrounding departments to obtain pagers for the department. The 10% match would be approximately \$3,000. The pagers could be used by personnel when off premise instead of having an expensive radio. He then reported on a proposal for a three-year maintenance program from Stryker for the Lucas and both Life-Pak 15s. The quote is for \$9,526.80. The Chief then requested payment for Joe Stubbs, Jordan Gibbs and Zach Williams to attend Fire Officer 1&2 classes starting in April 2023. The class is for 120 hours, and the cost is \$725.00 each. The Chief and the Board then discussed any billing for lift assists within the Township. He and the Board felt that the Department should not charge residents for that service. The Chief then discussed annual medical testing on Department personnel. He has begun to obtain pricing for these services. The Board discussed sharing the cost with other local departments. The Board and the Fiscal Officer then discussed the funding of the requested items. The Fiscal Officer responded that the funding is available within the 2023 appropriation budget. **Motion 2023-27:** Trustee Spellman made a motion to approve the \$26,611.91 as requested and to approve the Fire/EMS Department applications of Todd Paulsey and Nathan Paulsey. Trustee Toman seconded the motion. The roll call vote was all in favor.

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## Regular Trustee Meeting February 8, 2023, Continued

**Motion 2023-28:** Trustee Toman made a motion to approve an application for an AFG pager grant, sponsored by Jackson Township Fire Department; with a 10% Township match, estimated to be \$3,000. Trustee Spellman seconded the motion. The roll call vote was all in favor.

### COMMITTEE REPORTS:

Mr. Spellman discussed the options to upgrade the Mausoleum. He also reported to the Board that the Mahoning County Sanitary District meeting is to be held on February 9<sup>th</sup> and a township representative needs to be appointed to the Advisory Board.

Trustee Toman discussed the options allowed under ORC 505.10 to sell surplus Township property valued at over \$2,500. He proposed a resolution that would allow a representative to sell via an internet auction such as eBay. All auctions would run for at least ten days. A reserve amount shall be established by the Board or its representative. A notice shall be published in a local newspaper regarding the auction and be published at least two weeks prior to the auction start and state that the auction details will be on the Township's website. **Motion 2023-29:** Trustee Spellman made a motion to approve a policy to sell surplus equipment, valued over \$2,500 by internet auction, pursuant to ORC 505.10. Trustee Toman seconded the motion. The roll call vote was all in favor. **Motion 2023-30:** Trustee Spellman made a motion to sell the Township's 1995 International Fire Truck pursuant to the Township's auction policy (Motion 2023-29) and to appoint ACE Hardware of Ellsworth, Inc. as the auction representative. All expenses for advertising and auction fees from this sale, shall be reimbursed to the representative. Trustee Toman seconded the motion. The roll call vote was all in favor.

Chairman Houston discussed the paid holidays currently included in the full-time employment policy. It was recently discovered that ORC 511.10 spells out eleven paid holidays for full-time employees. **Motion 2023-31:** Trustee Toman made a motion to amend the full-time policy regarding paid holidays to adhere with ORC 511.10 and 1.14. Trustee Spellman seconded the motion. The roll call vote was all in favor.

### OLD BUSINESS:

There was no old business.

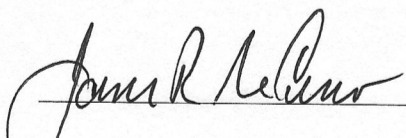
### NEW BUSINESS:

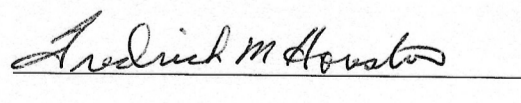
The next regular meeting will be Wednesday March 8, 2023, at 7:00 pm.


At 9:30 pm **Motion 2023-32:** Trustee Spellman made a motion, pursuant to ORC 122 (g)(1), to enter into executive session to discuss the performance appraisal of a Township employee. Trustee Toman seconded the motion. The roll call vote was all in favor.

At 9:45 pm **Motion 2023-33:** Trustee Toman made a motion to return to regular session. Trustee Spellman seconded the motion. The roll call vote was all in favor.

With no further business, at 9:47 pm, **Motion 2023-34:** Trustee Toman made a motion to adjourn. Trustee Spellman seconded the motion. The roll call vote was all in favor.

  
Fiscal Officer

  
Chairman

  
Trustee

Trustee