

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

DECEMBER 9, 2015

Chairman Bob Toman called the December 9, 2015 regular meeting of the Ellsworth Trustees to order at 7:03 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 EMS Director Brian O'Neil. Guests in the audience include Jason Young, PE from Todo Engineering and Paul Hendricks from the Ellsworth Historical Society. The Pledge of Allegiance was recited. Western Reserve News records the meeting.

MINUTES: Fiscal Officer James DeCenso presented the minutes of the November 11, 2015 regular Trustee meeting. No one in attendance requested that they be read. Trustee Houston made a motion to accept the minutes of the November 11th meeting. Trustee Spellman seconded the motion. The vote was all in favor.

Chairman Toman introduced Jason Young, PE, proprietor of Todo Engineering and Consulting. Mr. Young explained to the Board, the 2016 Scrap Tire Grant sponsored by the Ohio Environmental Protection Agency. The grant consists of 100% matching funds for paving projects that includes recycled asphalt shingles or tires in the material mix. Mr. Young advised that paving the Fire Station parking lot would qualify for the application. He met with RT Vernal Paving Co. and suggested that the Township could apply for an \$80,000 grant and match \$80,000 of its own funds. The Trustees discussed the value of the grant to the Township and the value of repaving the parking lot. The Trustees also discussed the value to hire Mr. Young to do the grant application and the preliminary engineering design of the project required with the grant application. Trustee Houston made a motion to hire Mr. Young's company at a cost of \$2,500.00 to design the project and apply for an \$80,000 grant thru the Ohio Environmental Protection Agency on behalf of the Township. Trustee Spellman seconded the motion. The vote was all in favor. The Trustees thanked Mr. Young for his attendance.

FISCAL REPORT: Fiscal Officer James DeCenso reported that November expenditures totaled \$37,549.07 and revenue collected was \$59,097.22, which included the 2nd half 2014 property tax settlement. In addition, the township received the proceeds of the ODOT Loan in the amount of \$153,327.00. In summary, the Township paid the contractor \$176,250.28 for the 2015 Chip, Seal and Fog Program. The net cash disbursed from the Township cash fund was \$22,923.28 plus engineering costs. The Township's monthend cash balance was \$842,404.37. Mr. DeCenso then reviewed the prior months' discussions to invest some of the township's funds into FDIC insured CDs. Again, In light of the Federal Reserve Bank's announcement that interest rates may increase in December, he suggested that the Township postpone any long term investments until the January meeting,

MAINTENANCE REPORT: Mr. Matt Stroney reported that he has received positive feedback about the 2015 Road Project from some residents of Rolling Hills. He then reported that he was gathering quotes to repair the roof leak in the Mausoleum. Also that he will be assisting the VFW with the ceremonial wreath program to be held at Ellsworth Cemetery on Saturday December 12th. Mr. Stroney reported that Allied Lock is still working to complete the installation of the electronic door locks and panic bars at the Fire Station Hall. At his request, the County Engineer has installed some "Children Playing" signs on Berlin Station Road. Trustee Spellman suggested that Mr. Stroney create a file with some pictures of Township roads prior to the winter snow plowing. This would assist in documenting any potential issues with the winter plowing. The Trustees then discussed the Mausoleum roof damage and any need to appropriate funds prior to the January meeting. However, no quote has yet to be received so no action could be taken.

ZONING REPORT: Mr. Wayne Sarna gave his Zoning report. He reported that he had issued three permits, including two directional sign permits, since his last report. He indicated that last month, he had received numerous zoning inquires about vacant parcels throughout the Township. He reported a request from a new business to locate at the east end of the Country Pantry plaza. They would provide location services for auto parts. He had referred them to the December 8th Zoning Commission meeting.

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REGULAR MEETING DECEMBER 9, 2015 Continued

FIRE and EMS DEPARTMENT: Chief Sternburg gave the Fire Department report. The chief reported one brush fire, three structure fires calls, six vehicle accident calls and seven EMS calls since his last report. He reported that he, Battalion Chief O'Neil and Assistant Chief Tom Powell attended a meeting with Canfield Police Chief Colluci to discuss the State's new 911 re-organization. There will soon be only four subsidized call/dispatch centers in Mahoning County. Canfield plans to meet the requirements and Ellsworth would fit well in their plan. Berlin and Jackson have already indicated their desire to join with Canfield. Canfield also provides additional benefits, such as EMD dispatchers, and call mapping assistance. Chief Sternburg and the Trustees discussed the value to commit to Canfield at this time. There would be a fixed cost to join and a higher monthly fee than currently being paid to Sebring. The Sebring Agreement will terminate in May 2016 or can end with a 30 day written notice. Chief O'Neill added that the system would be compatible with Ellsworth EMS and would also provide any known medical history info to our crews. Trustee Spellman made a motion to provide preliminary commitment to move the Township's emergency dispatch to Canfield pending review of an actual Agreement. Trustee Houston seconded the motion. The vote was all in favor. Chief Sternburg also requested that four Township Fire Officers be sent to Officer Training classes I and II at \$650.00 per student. Trustee Houston made a motion to approve \$2,600 to send four officers to Officer Training classes in Springfield Twp. Trustee Spellman seconded the motion. The vote was all in favor.

EMS Director Brian O'Neil reported that there was one EMS transport since the last report. Also that first responder class will begin after the first of the year. This will train the non-EMTs in the Fire Department to become first responders. He then mentioned that he has applied for a grant to upgrade the squad's cardiac monitor modem to a 3G modem. The new monitor provided by St. Elizabeth Hospital requires 3G. If the grant is unsuccessful, the cost will be \$650.00. He is also furthering the process for acquiring the AEDs approved a few months ago. He advised the Trustees that the EMS license, currently under St. Joseph Hospital, will expire in March 2016 and that he will be moving the license to Trumbull Memorial Hospital's sponsorship, as they offer better assistance to the squad.

COMMITTEE REPORTS:

Trustee Spellman identified that he has requested a copy of the Computer Use Policy from the county to utilize in the Township. He is also working with the Land Bank to add some properties to their responsibility. Also that salt will be available from the county at approx. \$60.00 per ton. The Township would be responsible to transport salt back to Ellsworth from the county depot.

Trustee Toman reported that the crime watch program is now up to 555 members. From the sheriff's department, there were no serious crimes to report from last month.

OLD BUSINESS: Chairman Toman introduced Paul Hendricks from the Ellsworth Historical Society. Mr. Hendricks advised the Trustees that the Society is interested in taking possession of the Township's original fire truck, EFD#1. The Trustees discussed the ability to donate EFD#1 to the society. They discussed the legalities covered under ORC 505.10, on how to donate unfit-for-use property with a value less than \$2,500.00, to any eligible nonprofit organization. Trustee Spellman made a motion to follow ORC 505.10 instructions to advertise EFD#1 as available to be donated to a nonprofit organization. Trustee Houston seconded the motion. The vote was all in favor. The trustees thanked all who in the past have been involved with any restoration attempts on the fire truck, and thanked Mr. Hendricks for his well-prepared proposal. Mr. Hendricks then described to the Board and the audience some of the Historical Society's functions.

The Trustees discussed the openings on the Zoning Commission and the Zoning Appeals Board. They would like to have any interested party apply by year-end and attend the Re-organizational meeting for an interview.

The Trustees discussed the format for the Township employees performance appraisal program. The Trustees have appraisal forms to complete and will meet with employees at the next meeting.

Chairman Toman discussed the School District land that has been offered to the Township. He had interviewed a local title search company. He advised the Board that a title search will cost between \$500.00 and \$700.00, a survey \$850.00 and title insurance \$750.00. The Trustees discussed continuing in a prudent manner including reviews by the County Prosecutor's office and the Township's attorney. Trustee Houston made a motion to expend up to \$1,000.00 for a title search; to then proceed with a legal review upon receiving a clean title report;

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to then, with legal approval, proceed with a survey at a cost up to \$900, and to then purchase title insurance with a cost up to \$950.00. Trustee Spellman seconded the motion. The vote was all in favor.

The Trustees then discussed the Ohio Township Association's winter conference held January 27th - 30th in Columbus Ohio. Trustee Spellman made a motion for the Township to directly pay or reimburse expenses for the Trustees, the Fiscal Officer and the Maintenance Supervisor to attend the conference. The expenses include registration, lodging, meals and transportation at approved Township rates. Trustee Houston seconded the motion. The vote was all in favor.

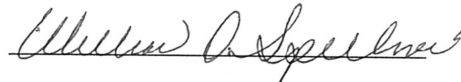
The Trustees discussed the upcoming Re-organizational meeting time and agenda. The Re-organizational meeting will begin at 6:00 PM on January 4th with interviews of Zoning Boards' applicants and employee performance appraisals, followed by the meeting. The meeting will require a legal notice.

Chairman Toman announced that next regularly scheduled board meeting would be held Wednesday January 13, 2015 at 7:00 p.m.

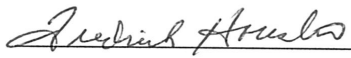
At 9:00 PM, Trustee Spellman made a motion to adjourn the meeting. Trustee Houston seconded the motion. The vote was all in favor.



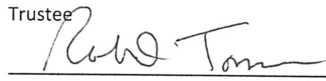
Fiscal Officer



Chairman



Trustee



Trustee