

# 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

September 5, 2018

Chairman Robert Toman called the September 5, 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 Chiefs Ted Smith and Brian O'Neil. The Pledge of Allegiance was recited.

MINUTES: Fiscal Officer DeCenso presented the minutes from the August 8, 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, August 8, 2018. Trustee Spellman seconded the motion. The roll call vote was all in favor.

FISCAL REPORT: Fiscal Officer James DeCenso reported that August receipts were \$71,186.13. August's expenditures were \$36,651.60. Included in August's receipts was \$48,000 from the 2017TY 2nd half Property Tax Advance and \$6,996.00 from Armstrong Cable for their quarterly Cable Franchise fee to the Township. Included in expenditures was a \$9,160.00 payment to New Life Masonry for the exterior repair work completed at the Mausoleum. Receipts for the seven months ended August 31, 2018 were \$347,189.20 and expenditures were \$449,301.48. Mr. DeCenso's report included a fund balance increase of \$34,534.33 and that the fund has decreased by \$102,112.28 during 2018. The fund balance as of August 31, 2018 was \$673,402.27 minus the now outstanding SIB loan of \$131,538.29 for a net balance of \$541,863.98. The current amount, encumbered for routine expenses and approved Township projects is \$115,290.90, leaving an unencumbered balance of \$426,573.08. Mr. DeCenso then advised the Board that he had attended a Rural Broadband Roundtable hosted by Congressman Bill Johnson on August 27th. Congressman Johnson reported that the initial attempt to provide high speed broadband to the communities first requires a census of the already available services. That aspect is now underway. He also reported that he attended the Fire/EMS workshop held on August 27<sup>th</sup>. He reported that Chief Sternburg proposed a staffing arrangement to pay an on-call stipend to two medical responders for the hours between 7am and 7pm. He then requested authorization to purchase an external hard drive for computer backups. Trustee Houston made a motion to authorize up to \$110.00 for the Fiscal Officer to purchase an external hard drive for his use. Trustee Spellman seconded the motion. The roll call vote was all in favor.

MAINTENANCE REPORT: Mr. Matt Stroney advised the Board that there were two burials in the Township in September. He advised the Board that there is a request for a cremation burial on October 8<sup>th</sup>, which is a holiday. Current policy prohibits burials on holidays and Sundays. Mr. Stroney indicated that he is willing to work that day. The Board discussed and suggested adding the \$150.00 Saturday surcharge to the burial fee. The Mausoleum exterior repairs are complete and the contractor's work was good quality. He advised the Board that the EPA has inspected the Public Water System. He provided a copy of the report that listed one violation in that an air gap in the lines was required and that the problem was rectified while the inspector was still on site. A written report will be sent back to the EPA. Mr. Stroney then advised the Board that the grass was mowed on the vacant property at 9914 West Hill. The Board instructed the Fiscal Officer to review ORC 505.87 and appropriately bill the property owner \$250.00 for five man hours of work. Mr. Stroney advised the Board that he would need 1 pallet of Seal for \$1,500.00 to complete the Crack Seal project on Township roads. This is a shared service project with Berlin Center. In addition, he listed some remaining 2018 projects which includes painting the speed bump on West Hill; the parking lot lighting project; and that the ball field dugout roofs need replaced. He also stated that the Canfield Fair display was damaged while at the fair and may need repaired or replaced. The Board discussed each project. Mr. Stroney provided a quote of \$3,035.70 from Graybar for three light poles for the parking lot. The underground piping is already in place. He would need to pour foundations, wire and install the fixtures. He estimated \$6,000.00 for the entire project. The material for the dugouts could be purchased for \$350.00 and would be installed in-house. Trustee Houston made a motion to approve \$8,000.00 for the list of projects, including the paint for \$350.00, the Crack Seal for \$1,500.00, the Parking Lot project for \$6,000.00 and the Dug Out roofs for \$350.00. The Fiscal Officer indicated that funding for the Parking Lot Lights could be split between the Road and General Funds as used with the parking lot paving. Trustee Spellman seconded the motion. The roll call vote was all in favor.

ZONING REPORT: Zoning Inspector Wayne Sarna reported that, since the last meeting, there were no building permits issued. He advised the Board that he has sent a letter to the property owner of 9914 West Hill Dr., advising of the uncut and tall grass. He then reported that he has received a general site plan from the attorneys representing the owner of the coal tipple on S. Salem Warren Rd. The documents have been submitted to the Zoning Commission to review at the September 11, 2018 meeting. He also followed up on the complaint of an alleged sawmill operation on Herbert Rd. The owner stated that he is cutting wood for heating his home. He was also selling some of the wood and was advised that he could not operate any commercial activity on his property. Mr. Sarna reported that he had attended a mediation meeting on August

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## Regular Trustee Meeting September 5, 2018 Continued

27<sup>th</sup> regarding the Radosh-Harter lawsuit and that no resolution was produced. He also reported on an inspection of property on S. Salem Warren Rd where a tree had fallen on the roof of the home. The property had been cleaned up to some extent and he will continue to monitor the situation. He then advised the Board that a potential buyer of a home and garage located at 8941 S Salem Warren Rd, had contacted him about a zone change to business. It is currently 1/2 residential and 1/2 agricultural. The buyer was advised that the owner would need to apply for any zone change. He then advised the Board that he had sent a letter to the owner of a residence at 8711 S Salem Warren Rd as to the tall grass and deteriorating condition of the residence.

FIRE DEPARTMENT0: Chief Bob Sternburg and Assistant Chief Ted Smith reviewed the statistics of the department for the month of August. Chief Smith reviewed the mutual aid statistics for the period of January thru August. Chief Sternburg then requested approval to purchase 2,000 refrigerator magnets that included the emergency direct phone number (330.538.3341) for \$450.00 and a new roof ladder for \$293.95. He planned to distribute the magnets at the Township's Trick or Trunk and possibly Election Day. Trustee Houston made a motion to approve \$743.95 for the requested items. Trustee Spellman seconded the motion. The roll call vote was all in favor.

EMS DEPARTMENT: Chief Sternburg then presented his proposal to pay two certified medical personnel to be on call for a four hour shift; three shifts per day from 7am to 7pm; seven days a week. The pay schedule would be Medics \$30.00 per shift, Intermediate \$25.00 per shift, Basics \$20.00 per shift and EMR \$15.00 per shift. The Board discussed the funding for his proposal. Trustee Houston made a motion to expend up to \$5,000.00 from the Fire Fund to pay salaries for this EMS Staffing Project. Trustee Spellman seconded the motion. The roll call vote was all in favor. Chief O'Neil requested reimbursement of \$53.55 for new headlights that he had replaced on Squad 43. Trustee Houston made a motion to reimburse Chief O'Neil \$53.55 for his purchase of headlights. Trustee Spellman seconded the motion. The roll call vote was all in favor.

COMMITTEE REPORTS: Trustee Houston provided additional information regarding the purchase of a Niche for the Ellsworth Cemetery. From last month's questions, he found that two standard size cremation ash containers would fit in a single Niche. Larger Urns would not fit. Also, he found that a purchase from Lane Memorials would require a 50% deposit with the remainder paid upon installation. Standard order time is approximately six months.

Trustee Spellman discussed the Township's participation in the annual Laying of Wreaths in the Ellsworth Cemetery. The ceremony will take place December 1<sup>st</sup>. He is also gathering more information on the idea to enclose the Pavilion.

Chairman Toman reported on Crime Watch issues. The Gas Aggregation issue will be on the November ballot.

The Chairman reminded the public about the next Fire/EMS Workshop on September 24 at 7:00 pm at the Fire Hall.

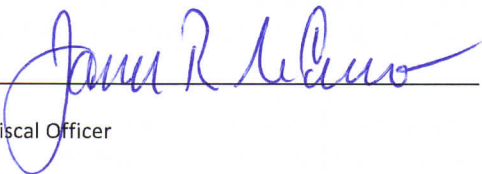
Trustee Spellman introduced Uta Franks, a Berlin Township resident. Mrs. Franks requested the Township's participation with Berlin Township to create a tree lighting ceremony, using the pine tree in front of the Fire Station. She suggested Saturday evening, November 23<sup>rd</sup> and to have the Hall available for refreshments. Mr. Stroney advised that there are limited lights available for the tree and would need the ladder truck to decorate the tree. The Board agreed to the use of the hall and property. The Board thanked Mrs. Franks for her efforts.

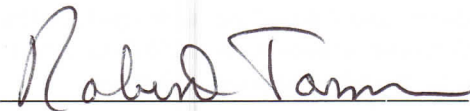
At 8:35 pm Trustee Spellman made a motion, pursuant to Ohio Revised Code 122.22(g)(2) to adjourn to Executive Session to meet with legal counsel. Trustee Houston seconded the motion. The roll call vote was all in favor. The Fiscal Officer, the Zoning Inspector, the Zoning Commission Chairman and Secretary were all invited to the Executive Session.

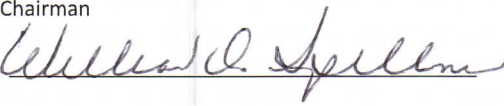
At 10:44 pm the Board returned from executive session. No action was taken from Executive Session.

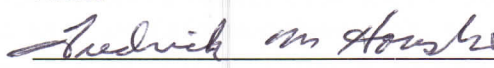
At 10:45 pm, Trustee Houston made a motion to adjourn. Trustee Spellman seconded the motion. The roll call vote was all in favor.

The next meeting will be Wednesday, October 10, 2018 at 7:00 pm.

  
Fiscal Officer

  
Chairman

  
Trustee

  
Trustee