

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

JANUARY 13, 2016

Chairman William Spellman called the January 13, 2016 regular meeting of the Ellsworth Trustees to order at 6:03 p.m. A roll call was taken to establish a quorum: Trustee Robert Toman - present, Vice Chairman Fred Houston – present, Chairman William Spellman – 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 Jim Tripp from the Ellsworth Zoning Commission, Jason Young, PE from Todo Engineering, Major William Cappabianca of the Mahoning County Sheriff's Dept and Paul Hendricks from the Ellsworth Historical Society. The Pledge of Allegiance was recited.

At 6:05 p.m. Trustee Houston made a motion for the Board to go into executive session per ORC 121.22 to review personnel performances with Township employees. Trustee Toman seconded the motion. The vote was Trustee Toman – yes, Trustee Houston – yes, Trustee Spellman – yes. The Board then went into executive session.

At 7:20 p.m. Trustee Houston made a motion to return from executive session. Trustee Toman seconded the motion. The vote was all in favor.

MINUTES: Fiscal Officer James DeCenso presented the minutes of both the December 9, 2015 regular Trustee meeting and the January 4, 2016 Organizational meeting. No one in attendance requested that they be read. Trustee Toman made a motion to accept both sets of minutes. Trustee Houston seconded the motion. The vote was all in favor.

Chairman Spellman introduced Jason Young, PE, proprietor of Todo Engineering and Consulting. Mr. Young had been previously approved by the Board to design an application for the Ohio Scrap Tire Grant sponsored by the Ohio EPA. Mr. Young advised the Board that the total parking lot paving project would cost \$159,527 and that this grant application will be for ½ or \$79,763.50. Mr. Young requested a signature for the application. Trustee Houston signed the application on behalf of the Board. Mr. Young was then excused.

Chairman Spellman then introduced Major William Cappabianca of the Mahoning County Sheriff's Dept who explained to the Board the current use of a Deputy Sheriff as a Resource officer assigned to the Western Reserve School District. The officer is also assigned to patrol both Ellsworth and Berlin townships during the summer months. The costs to employ the deputy is: 50% paid by the Mahoning County Sheriff's Dept, 30% by the school district and the remaining 20% is split between both Ellsworth and Berlin Townships. The previous three-year Agreement will terminate on February 3, 2016. Major Cappabianca explained to the Board and to the public, the role and value of a Resource officer and that the costs of a new three-year contract would remain the same. The trustees discussed the value of the officer in the Township. Trustee Toman made a motion to execute the three-year Agreement and to authorize a payment of \$7,625.00 per year over each of the three years. Trustee Houston seconded the motion. The vote was all in favor. The Trustees then thanked the Sheriff's Dept for their efforts in the Township. There was then discussion about any county availability for Township dispatch services. Major Cappabianca indicated that it is under review, however there are no immediate plans. Major Cappabianca was then excused.

FISCAL REPORT: Fiscal Officer James DeCenso reported that he has been working on closing the Township books for the year 2015 and that final reports would be made available soon. He did report that total 2015 receipts were \$379,428.98. Another \$155,327.00 was received through the Ohio ODOT loan. Total expenditures in 2015 were \$450,595.68, which included \$176,250.28 spent on the 2015 Chip, Seal and Fog Project, plus \$7,250.00 for engineering costs associated with the project. He then advised the Board that although he had been instructed at the last Board meeting to advertise the available donation of the Township's old unused Fire Engine EFD#1, he did not fulfill the advertising requirement as the costs would have been over \$450.00 and he thought that not prudent. The Board discussed other options and Mr. Hendricks of the Ellsworth Historical Society indicated the society's willingness to pay any related expenses. The Board thanked Mr. Hendricks but rejected his proposal, as it is possible that another non-profit organization could also apply for the donation. Trustee Houston made a motion to rescind the resolution made at the December 9, 2015 regular meeting to pursue a sale process under

RECORD OF PROCEEDINGS

Minutes of

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO 10148

Held

20

Ellsworth Township Trustee Meeting Jan 13, 2016 Continued.

ORC 505.10. Trustee Toman seconded the motion. The vote was all in favor. The Board then directed the Fiscal Officer to investigate all sale options under ORC 505.10. Mr. DeCenso then reviewed with the Board the new CD investment rates since the Federal Reserve raised the federal funds rate in December. The 26-week rate had risen from 0.180% in July 2015 to 0.441% this week. Trustee Houston then made a motion authorizing the Township to purchase one 26-week CD for \$100,000 from Farmer's National Bank. Trustee Toman seconded the motion. The vote was all in favor.

MAINTENANCE REPORT: Mr. Matt Stroney presented a list of items that his department has been working on. He reported that the Fire Chief's office and the shower room paint and tile have been completed. He then reviewed options for some wall cabinets for the Fire Chief's office and some flooring quotes for the hall kitchen. His department would provide all labor. He also reviewed installing a gas line in the kitchen. The Board then reviewed the quotes. Trustee Houston made a motion to approve purchasing cabinets through the general fund, for the Chief's office at a cost not to exceed \$650.00. Trustee Toman seconded the motion. The vote was all in favor. The Trustees then discussed the need to replace the kitchen floor. Trustee Toman made a motion to replace the hall kitchen floor and install a gas line at a combined cost not to exceed \$2,000.00. Trustee Houston seconded the motion. The vote was all in favor. Mr. Stroney then discussed the quote from Roof Rite to repair the Mausoleum roof. Trustee Toman made a motion to accept the Mausoleum roof repair quote from Roof Rite in the amount of \$2,810.00. Trustee Houston seconded the motion. The vote was all in favor. Mr. Stroney will co-ordinate the roof repairs to be performed during appropriate weather.

ZONING REPORT: Mr. Wayne Sarna gave his Zoning report. He reported that he took in one CAUV application, since his last report. He then reported that he had one request for a demolition permit. Mr. Sarna indicated that during 2015, he had provided twenty-three building permits. He indicated that he had sent the Township Land Use map to the Mahoning County Planning Commission. He should have some feedback in time for the February Board meeting. The Trustees then discussed with Mr. Tripp the Zoning Commission's Organizational meeting that was held Tuesday January 12, 2016. Mr. Tripp reported that Fred Schrock would remain as chairman; Sean Giblen is the new vice-chairman, Janine Goddard remains as secretary. Mr. Tripp then requested that the Township purchase 24 zoning booklets from Atty Mark Fimmamore for use by the Commission and to have some available in the Zoning office. There was also discussion to raise the secretary's per Diem for Commission workshops to the same rate as a Zoning meeting. The Board decided to defer any action until all the performance appraisals are completed. The Trustees then discussed the appointments for the Zoning and Zoning Board of Appeals Boards. Mr. Tripp indicated that he would remain on the Zoning Commission through his full term, which expires in 2019. Trustee Toman made a motion to appoint Dan Stout to a full five-year term as a Zoning Commission member, and to appoint Jim Mayberry to the alternate Zoning Commission position. Trustee Houston seconded the motion. The vote was all in favor. Trustee Houston made a motion to re-appoint Rita Baun to another full term to the Zoning Board of Appeals. Trustee Toman seconded the motion. The vote was all in favor.

FIRE and EMS DEPARTMENT: Chief Sternburg gave the Fire Department report. The chief reported fourteen calls, nine EMS calls and two vehicle crashes since his last report. There were 350 firefighter hours. The chief submitted a firefighter application from Jordan Gibbs. The chief discussed the department's application for the FEMA Emergency Tools grant. The Trustees and the Chief then continued discussion on emergency dispatch services for the Township. The chief discussed the advantages to move to the Canfield dispatch center. The cost would be approximately \$200 more per month, but medical dispatchers, direct communication for mutual aid assistance; available patient medical history and GPS mapping would be worth the additional expense. Trustee Houston then made a conditional motion to terminate the existing Agreement with the Village of Sebring effective February 14, 2016 and to execute a contract with Canfield after receiving a favorable review of the Contract from the Township's legal council. The motion includes a maximum annual expenditure with Canfield of \$12,500.00 for the first year, \$12,656.25 for the second year and a maximum radio upgrade charge of \$2,381.08. The termination with Sebring would be rescinded if the contract with Canfield cannot be executed with the required covenants. Trustee Toman seconded the motion. The vote was all in favor. The trustees did express their concern that they should have had access to the proposed contract from Canfield prior to the need to make this change at this meeting.

RECORD OF PROCEEDINGS

Minutes of

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held

20

Ellsworth Township Trustee Meeting Jan 13, 2016 Continued

EMS Director Brian O'Neil reported that there were four EMS transports since the last report. The department is in the process of setting up the first responders' class to begin early February. He then mentioned that he would be changing the medical directorship to Trumbull Memorial Hospital effective January 15, 2016. He will need to switch the Rx license. He introduced two requests to the Trustees, first, for \$1,308.00 to PennCare for the annual medical charting license and also \$450.00 for new cardiac monitor leads also from PennCare. Trustee Toman then made a motion to approve the expenditure of \$1,758.00 to purchase new cardiac monitor leads and for the annual medical charting license.

COMMITTEE REPORTS:

Trustee Toman reported that the school property acquisition process was moving along well. The title search did not find any issues and a property survey was completed. The township is now waiting for a sales Agreement and a closing.

Trustee Toman then reported that Knox Energy has contacted the Township and would like to again review any interest to advance their gas line down route 45.

Trustee Houston reported his work with Jason Young on the Recycle Grant application. Also that he and Matt Stoney put some slag over the grindings used in the parking lot extension. Chairman Spellman thanked him for his time and equipment.


At this time Fiscal Officer DeCenso reported that he had had the opportunity to read the entire ORC 505.10 and that because the value of the asset is less than \$2,500.00, the Township may elect to a private sale of the old Fire Engine to any party. At that time, Mr. Hendricks of the Ellsworth Historical Society proposed a purchase price of \$100.00. Trustee Houston made a motion to sell the 1951 Chevrolet Fire Truck (EFD #1) to the Ellsworth Historical Society. The sale shall include that the Township shall 1) have the Right of First Refusal, should the Historical Society ever decide to dispose of the truck. That 2) the truck would revert to the Township should the Historical Society dissolve. And 3) that the Historical Society will use all prudent means to protect the truck while in their possession. Trustee Toman seconded the motion. The vote was all in favor.


Chairman Spellman announced that the next regular meeting will be held Wednesday February 10, 2016 at 7:00 p.m.

At 9:35 p.m. Trustee Toman made a motion to adjourn the meeting. Trustee Houston seconded the motion. The vote was all in favor.


Fiscal Officer


Chairman


Trustee


Trustee