

# 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

July 13, 2016

Chairman William Spellman called the July 13, 2016 regular meeting of the Ellsworth Trustees to order at 7:03 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 Assistant Fire Chief / EMS Director Brian O'Neil. Guests in the audience included Fred Schrock from the Ellsworth Zoning Commission Jim Tripp from the Ellsworth Zoning Board of Appeals and Jason Young, P.E. The Pledge of Allegiance was recited.

MINUTES: Fiscal Officer DeCenso presented the minutes from the June 8, 2016 regular Trustee meeting and minutes from the June 15, 2016 Trustee special meeting. Chairman Spellman requested that the audience be briefed as the nature of the special meeting. Mr. DeCenso advised that a special meeting had been held, as advertised to open construction bids for the 2016 Township Complex Pavement Rehabilitation project. Chairman Spellman noted that no action was taken at that special meeting. No one in attendance requested that the minutes from either meeting be read. Trustee Houston made a motion to accept the minutes for both meetings. Trustee Toman seconded the motion. The roll call vote was all in favor.

FISCAL REPORT: Fiscal Officer James DeCenso reported that the June receipts were \$29,382.47. The month's expenditures were \$43,456.00. For the six months ending June 30, 2016, total receipts were \$204,757.63 and total expenditures were \$245,240.47. Extra-ordinary events included receipts of \$15,590.70 from the State of Ohio for 1<sup>st</sup> half 2015-tax year Homestead and Roll Back property taxes, and payment of the 2016 property and liability insurance to OTARMA in the amount of \$13,077.00. The book cash balance as of June 30, 2016 was \$775,472.06 minus the outstanding SIB loan of \$157,327.00 for a net of \$618,145.06. Mr. DeCenso advised the Board that the 2014 tax year Homestead estimated amount of approximately \$30,000.00 are still due the Township, but are expected soon. He also noted that for the first six months of 2016, the deficit spending was \$40,482.84 and he projected that by year end the total deficit spending will be approx. \$65,000.00. The Township has been experiencing this type of deficit spending over the past few years. He then advised the Board that it is time to renew the depository Agreement with Farmers' National Bank. The bank agrees to provide full deposit guarantees up to \$1,000,000.00 through the five-year term. Trustee Toman made a motion to execute the Depository Agreement with Farmers' National Bank. Trustee Houston seconded the motion. The roll call vote was all in favor. He then requested approval for expenditures for OTARMA \$13,077.00, Youngstown Mirror and Glass \$361.00 for emergency repairs to Admin/Fire Hall front door, Postage stamps \$47.00 and a Wireless Router for the Fire Dept radio room for \$50.00. Trustee Houston made a motion to approve the expenditures of \$13,535.00. Trustee Toman seconded the motion. The roll call vote was all in favor. Mr. DeCenso then advised the Board that the data gathering process for the audit has begun.

MAINTENANCE REPORT: Mr. Matt Stroney advised the Board that there was one burial last month and that the Rain Barrel has been installed. Ohio Edison had cut down a rotted tree at Geeburg Cemetery at no cost. He will dispose of the wood. He reported that the plaster in the Mausoleum is cracking and most likely will need repairs. Also that the SW corner of the Town Hall foundation is sinking and will need attention. Allied lock has completed their work to install the new combination type locks on the Admin/Fire building. He and the Fire Chief have discussed seventeen new keys for officers and primary users. All other firefighters will use the keypad. The Board directed Mr. Stroney to review the Town Hall foundation situation and make emergency repairs if necessary. Also to obtain some quotes for the Mausoleum repairs. Trustee Toman then made a motion to spend up to \$300.00 from Allied Lock for new keys for the Fire/Admin building. Trustee Houston seconded the motion. The roll call vote was all in favor.

ZONING REPORT: Mr. Wayne Sarna gave his Zoning report. Since the last meeting, he has written five building permits. He also reported receiving two complaints. He reviewed the trash and debris at 6336 Elk Rd and requested the Mahoning County Health Dept to follow up. The other complaint is a follow up to the debris left after timbering on Leffingwell Rd. He also reported that a zoning variance request had been reviewed by the ZBA on July 6, 2016 and he is awaiting their written decision. He will also be filing the new Zoning Resolution and map with the County Recorder's office. Trustee Houston then advised the Board that he had requested and received two bids for the zoning books for the public to purchase. The low bidder was DC Press of Ellsworth. Trustee Houston made a motion to spend up to \$200.00 to purchase 25 zoning books and to reimburse the other vendor for the sample book submitted with the bid. Trustee Toman seconded the motion. The roll call vote was all in favor.

FIRE DEPARTMENT: Chief Sternburg gave the Fire Department report. The chief reported two structure fires, three service calls, three false alarms, and nine EMS calls with eight transports. The Chief reported that he was reviewing the purchase of four sets of turnout gear. There was discussion regarding the available funds from either the one mill levy or the Fire department fund. The Chief will review and request purchase at a later meeting. The Chief reported that there is be more mutual aid from Canfield, since we are now obtaining dispatch from the same call center.



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Regular Trustee Meeting July 13, 2016 Continued

EMS DEPARTMENT EMS Director Brian O'Neil gave the EMS report. He submitted an invoice from PennCare for operating supplies. There was discussion about replacing the squad monitor. Fiscal Officer DeCenso will continue researching financing options. Trustee Houston made a motion to approve \$300.00 from EMS funds to pay this invoice. Trustee Toman seconded the motion. The roll call vote was all in favor. Director O'Neil gave an update on the progress of the new office in the Fire Station.

COMMITTEE REPORTS:

Trustee Toman thanked the Fire and EMS personnel for a strong representation at the Canfield 4<sup>th</sup> of July parade. He spoke to Knox Energy and they are still working on driving interest for extending their gas lines. The crime watch now contains 642 members. He advised the audience that the Western Reserve School System will be having a program for the new solar panels installed on the school roof. The program is scheduled for July 21<sup>st</sup> at 11:00 am at the school. The public is invited. He then reported that the Regional Chamber of Commerce had approached him about Township membership. The cost would be \$260.00 per year. The Board will consider for next meeting.

Trustee Houston reported that he had discussion with Columbia Gas Company about extending their lines along West Hill. They have requested assistance to set up an informational meeting with interested residents of the West Hill neighborhood.

Chairman Spellman reported that although the county engineer's office had not proposed any road repairs in Ellsworth for 2016, it appears that they are looking at Palmyra road from Rte 45 to an area near Rosemont Rd. He then began discussion about the bid received for the 2016 Township Parking Complex Rehabilitation Project. He had enlisted assistance from the County Engineer's office regarding the paving process. At the special meeting held June 15, 2016, the Fiscal Officer was asked to obtain a legal opinion about the existing project bid and the Township's options to request for additional bids utilizing alternative paving methods. Mr. DeCenso responded that he had a conversation with John Heino from the Mahoning County Prosecutor's office. It is the prosecutor's suggestion that the Township not advertise for any additional paving bids of any type without first rejecting the bid currently active. The Board then discussed the fiscal responsibility to engage in a \$132,710.00 project for the paving lot. There was unanimous consent, that after discussions with the County Engineer's office, that the method advertised may be too costly for the results expected. The Engineer's office also offered concerns about disturbing the base of the parking lot by recycling the existing pavement. At that time, Trustee Toman made a motion to reject the bid received from Specialized Construction, Inc for the 2016 Township Parking Complex Rehabilitation project. Trustee Houston seconded the motion. The roll call vote was all in favor. The Board then discussed with Mr. Jason Young, P.E., the ability to obtain other bids this late in the paving season. The feeling is that there will be ample contractors interested in bidding on a more conventional paving project. The Board then discussed the separate project of replacing the cement pad in front of the fire station bay doors.


The Board then discussed the gas line tie in with Knox Energy. The Board felt that the switch over to natural gas would be a cost savings to the Township. The commitment would be one-half of the \$2,800.00 fee. Trustee Toman made a motion to expend \$1,400.00 to Utility Pipeline as a refundable commitment for gas line tie-in at the Town Hall. Trustee Houston seconded the motion. The roll call vote was all in favor.

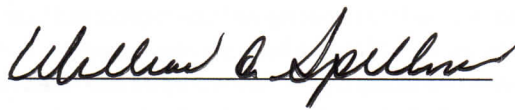
Trustee Houston would like to see the Township investigate switching lighting over to LED for the cost savings and efficiency. Perhaps a winter project.

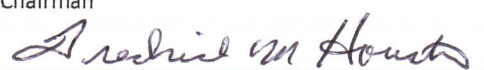
Mr. Sarna requested that he would need funds to pay the county for recording the Zoning Resolution and Map. Trustee Houston made a motion to spend up to \$500.00 to have the Zoning Resolution and Map recorded with the county. Trustee Toman seconded the motion. The roll call vote was all in favor.


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

At 9:15 p.m. Trustee Toman made a motion to adjourn the meeting. Trustee Houston seconded the motion. The vote was all in favor.

  
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Fiscal Officer

  
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Chairman

  
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Trustee

  
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Trustee