

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 21, 2018

Chairman Robert Toman called the February 21, 2018 budget workshop of the Ellsworth Trustees to order at 6:00 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 Chief Ted Smith. The Pledge of Allegiance was recited.

Chairman Toman began the workshop by describing the Budget process that includes an open meeting to discuss the 2018 Appropriation process. Fiscal Officer DeCenso distributed copies of his 2018 proposals to the Board based on the 2018 estimated Revenues that were approved in August 2017. Mr. DeCenso explained that the 2018 Budget Resources Available would be \$1,187,308.71 based on a beginning Fund Balance of \$775,514.55 less \$2,044.14 reserved for 2017 payroll related encumbrances plus 2018 Estimated Revenue of \$413,838.30. Of those resources, an additional \$117,700.14 is reserved for capital projects and other purchases approved in 2017 or prior that needs re-appropriated in 2018.

The Board discussed the various funds and accounts for budget. The Board instructed the Fiscal Officer to compile the data discussed and provide updated reports at the following monthly meeting.

At that time, Trustee Spellman made a motion to adjourn the budget workshop. Trustee Houston seconded the motion. The roll call vote was all in favor.

After a short recess, Chairman Robert Toman called the February 21, 2018 regular meeting of the Ellsworth Trustees to order at 7:10 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 Chief Ted Smith. The Pledge of Allegiance was recited.

MINUTES: Fiscal Officer DeCenso presented the minutes from both the January 6, 2018 organizational meeting and the January 6, 2018 regular meeting. No one in attendance requested that the minutes be read. Trustee Houston made a motion to accept the minutes from the organizational and the regular meetings held January 6, 2018. Trustee Spellman seconded the motion. The roll call vote was all in favor.

FISCAL REPORT: January receipts were \$17,610.43. January's expenditures were \$123,757.83. Included in January's expenditures was a \$85,570.20 payment to RT Vernal, Inc. Mr. DeCenso's report included a fund balance decrease in January of \$106,147.40. The fund balance as of January 31, 2018 was \$669,367.15 minus the outstanding SIB loan of \$157,327.00 for a net balance of \$512,040.15. Mr. DeCenso then provided communication received by the Township, including a letter from Armstrong Cable advising of an upcoming rate increase. He also advised the Board that Canfield dispatch is investigating the ability to include the Township's non-emergency phone line into their system, which would eliminate our need to pay AT&T for the service. The Township also received notice from the Ohio Treasurer's office that the State has created a joint collateral system for banks that maintain deposits for governmental entities so that each bank no longer is required to hold collateral for each of their customers. Farmers National Bank is one of these in the pooled system. No action is necessary. Mr. DeCenso then requested formal motion to approve the total 2018 Township Appropriations. Trustee Houston made a motion to approve \$1,187,308.71 for the Township's 2018 appropriations. Trustee Spellman seconded the motion. The roll call vote was all in favor. The individual Fund accounts should be approved at the next meeting. He then requested expenditure approvals for CareWorks Comp \$608.00, Mahoning County Sheriff (SRO) for \$7,625.00 and rental fee for the handicap Porta-John at the Township's ball field. Trustee Houston made a motion to engage CareWorks Comp for \$608.00. Trustee Spellman seconded the motion. The roll call vote was all in favor. Trustee Spellman then made a motion to authorize payment of \$7,625.00 to the Mahoning County Sheriff's office for the 2018-2019 school year. Trustee Houston seconded the motion. The roll call vote was all in favor. And Trustee Houston made a motion to rent the Porta-John at a cost of \$110.00 per month for the youth baseball season. The Fiscal Officer is to establish the timeframe for the rental. Trustee Spellman seconded the motion. The roll call vote was all in favor.

MAINTENANCE REPORT: Mr. Matt Stroney advised the Board that, since last meeting, he assisted in two shared service burials. He reminded the Board that cemetery decorations are to be removed March 1 per Cemetery rules. He advised the Board that he learned, at the recent OTA conference, that the Township should change from selling a deed to selling a Right of Interment. He also received a call from the plaster contractor who is interested in re-bidding plaster repairs in the Mausoleum. He advised the Board that he assisted Mahoning County by plowing Gault, Palmyra, Diehl, Cory, Knauf and Berlin Station roads on January 13th. He then relayed the issues at the Fire Hall with renters leaving trash and not cleaning up after events. This includes 4-H, party rentals and other civic events. Mr. Stroney indicated that he has had Grace

RECORD OF PROCEEDINGS

Minutes of

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO 10148

Held _____ 20 _____

Regular Trustee Meeting February 21, 2018 Continued

Exterminating set up traps for mice. The Board discussed setting up more stringent rules for a cleaning deposit and maintaining a checklist after each event. He then advised the Board that there will be a need for part-time summer help and any interested party should contact him. He then explained some projects that are requested for 2018.

ZONING REPORT: Zoning Inspector Wayne Sarna reported that there were no permits issued since the last meeting. He advised the Board that the Zoning request change on the Crory road property has not been processed as he is still awaiting the property's legal description from the owner, which needs to be submitted to the Mahoning County Planning Commission. He updated the Board to the appeal to the building permit issued to 11140 Diehl Lake Rd. On January 25, 2018, the Zoning Board of Appeals conditionally granted the appeal and gave the property owners thirty days to comply with Section 303 A.1.a, and b1 through 5 and to submit appropriate documents to the Zoning Inspector. Mr. Sarna reported that the documents were received on February 20, 2018 and that they do appear to be in compliance with the ZBA instructions. Therefore the building permit stands.

He then advised the Board that he received a map and a pre-application meeting request to the industrial property located on S. Salem-Warren Rd (former coal tipple). He met with the owners' representatives to discuss the usage, which included storage units, storage of business equipment and silos for a cement batch plant. He advised the Board that he rejected the plan, at which time the meeting was concluded. No application has since been received. He then advised the Board that he received a letter from American Tower that may collocate a tower with one located at 12750 Ellsworth Rd and that a new tower may not be necessary.

FIRE DEPARTMENT: Chief Robert Sternburg advised the Board that since the last meeting there was four structure fires, nine false alarms, one service call, two severe weather calls and four motor vehicle accidents. There were seven EMS emergency calls and three with transports. He reported that the Township provided mutual aide twelve times to surrounding communities and received aide once. Chief Sternburg thanked Chief Smith for his work on the new Fire reporting software installation. He requested the Township reimburse the Ellsworth Fire Association \$486.29 for ten members to attend the Fire Symposium. Also to pay \$4,000.00 for five members to attend Fire Fighter 2 classes at Columbiana CCTC. He also requested \$143.00 for 22 ID tags for the firefighters. He then updated the Board on the FEMA SCBA grant and that the department will be receiving sixteen packs with two bottles each. He is requesting that the Board consider purchasing upgraded straps for the packs. This adds additional safety features to the packs and is estimated to cost an additional \$3,000.00. Chief Sternburg also discussed amplified communicators with the new packs. Trustee Houston made a motion to approve \$7,629.29 for the Fire Symposium at \$486.29, \$4,000.00 for FF2 training, \$143.00 for the ID tags and \$3,000.00 for the upgraded straps. Trustee Spellman seconded the motion. The roll call vote was all in favor.

EMS DEPARTMENT: Chief Sternburg gave the EMS report. He advised the Board that the command board for the ID tags would be purchased through the new ambulance encumbrances. Chief Smith advised the Board that the anticipated electronic report to the billing company is not compatible with Quest's software. This is causing the Department to print out reports to send to the Billing Company.

COMMITTEE REPORTS:

Trustee Houston advised residents to call the Mahoning County Engineer's office at 330-799-1581 to complain about potholes. The Board agreed that actions are determined by the amount of complaints. The Board then discussed advertising for summer help.

Trustee Spellman discussed donating something to the Western Reserve Schools' upcoming fundraiser. He advised the Board that the Ellsworth School sign is now complete. He thanked all who assisted with the project especially Dillon and Dallas Smith for their Eagle Scout project. Mr. Spellman then discussed the importance of the local VFW Post and their many contributions to the community. Trustee Spellman made a motion to recognize the Ellsworth Post 9571 in their 70th anniversary and to make November 2018 as "VFW Post 9571" month. Trustee Houston seconded the motion. The roll call vote was all in favor.

Trustee Toman discussed the Crime Watch group participation. He thanked the Township for the ability to attend the OTA Winter Conference. All members that attended reported a wealth of information.

OLD BUSINESS: No Old Business was discussed.

RECORD OF PROCEEDINGS

Minutes of

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held _____ 20 _____

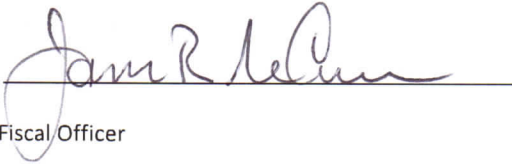
Regular Trustee Meeting February 21, 2018 Continued

NEW BUSINESS:

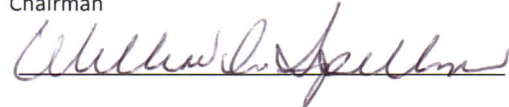
Trustee Spellman suggested that the Township discuss a relationship with MS Consultants. This is a no cost program to retain the firm and that their charges only apply to approved projects. Mr. Spellman would like to invite a representative to the next meeting. The Board agreed.

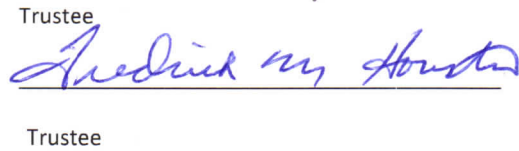
The Board discussed a date for the next meeting. It was decided to hold the next meeting at 7:00 pm on March 7, 2018.

At 8:29 pm, Trustee Spellman made a motion to adjourn the meeting. Trustee Houston seconded the motion. The roll call vote was all in favor.


Fiscal Officer


Chairman


Trustee


Trustee