

Dec. 12, 2012

- 1. Call to Order-Roll Call**
- 2. Pledge of Allegiance**
- 3. Minutes**
- 4. Fiscal Report**
 - A. Financial Statement**
- 5. Maintenance Report**
- 6. Zoning Report**
- 7. Fire Department Report**
- 8. EMS Report**
- 9. Crime Watch Report**
- 10. Committee Report**
- 11. Unfinished Business**
 - A. Set Date and Time for Reorganization Meeting**
- 12. New Business**
 - A. Needed Purchases**
- 13. Announcements**
 - A. Next meeting Jan. 9, 2013**
- 14. For The Good of the Order**
- 15. Adjournment**

NOVEMBER 14, 2012

The November 14, 2012 meeting of the Ellsworth Trustees was called to order at 7:01 p.m. Chairman Spellman thanked the veterans for our freedom and liberty. Chairman Spellman established a quorum with a roll call: Trustee Laura Lewis present, Trustee Curtis Morrison present and Chairman William Spellman present. Also present was Fire Chief Sternburg, Atty. James Mathew, Fiscal Officer Karen Grittie and 16 visitors. Western Reserve News was videotaping the meeting. Deputy Wills provided security. Chairman Spellman moved the executive session for possibly hiring legal counsel for the zoning board of appeals up to the zoning report. The Pledge of Allegiance was recited.

The minutes of the October 10, 2012 meeting were amended by Trustee Morrison to remove "\$125 to abandon septic tank", as the fee for the Board of Health was only \$125. Trustee Morrison made a motion to accept the minutes as amended, second by Trustee Lewis. All in favor.

Fiscal Report: The bank balance is \$984,069.17. The estimated certificate of resources is \$1,222,720. Four purchase orders for town hall painting and boilers were approved by the board of trustees. Trustee Morrison made a motion to purchase a key for the zoning inspector's mail box at a cost of \$9, seconded by Chairman Spellman. All in favor. Fiscal Officer Karen Grittie stated the UAN new software training was completed. The software is date sensitive as it runs on the calendar date. There will be a dilemma with paying the hourly employees on the last day of the month as we do now. The Fiscal Officer proposed bi-weekly payroll for the hourly employees with the pay being handed out the following Wednesday. A schedule of pay periods and pay days will be forwarded to the trustees for review. The zoning could remain a yearly pay or could be done quarterly. Presently we pay the fire fighters through the Fire Association and they distribute the money. That is against IRS regulations. The proposal is to pay the fire fighters quarterly, with the township acting as the collecting agent for the Social Security and Medicare taxes. A quarterly pay might be an incentive for the younger fire fighters to turn out more often. Chairman Spellman asked for comments on a policy change. Trustee Morrison stated he did not have any problems with the change for the hourly employees, but would like to hear Chief Sternburg's comments on fire fighters. Chief Sternburg stated the pay is \$5 per call and \$3 per drill up to 36 drills. Hank Krut asked for clarification on fire fighter pay. Mr. Krut felt that was not enough pay for what the fire fighters do on a call. Chief Sternburg said our rates match those of the surrounding departments. Trustee Morrison commented it was positive for the fire department to go on a quarterly pay cycle. Trustee Lewis commented the fiscal officer sets the pay period so she is well within her jurisdiction to do so. Chairman Spellman agreed to the changes. The Fiscal Officer will email pay schedule to the trustees. The Fiscal Officer went to Staples to look for a printer for the zoning officer for making copies and faxing. The printer is an HP8600 Pro all in one, very user friendly, for \$229.99, usually \$300. It is on sale through Saturday. The regular cartridge get 700 copies and the extended cartridge get 2300 copies. It also prints legal size. It has a one year warranty. Trustee Lewis made a motion to purchase the printer for \$229.99. Trustee Morrison added to buy the large black cartridge. Seconded by Trustee Morrison. All in favor.

Maintenance Report: No monthly report was available. Chairman Spellman reported patching of the roads has been completed, but the sealing will be looked at next year. Berlin Township offered to help, but it was not needed. There was a meeting with Wally Sinn about the mausoleum and forever identification of cremated remains. We will be helping out with Christmas tree recycling through The Green Team. The town hall looks fresh with new paint. The Historical Society has made a commitment to look for grants in the long term and in the short term it gives the board an opportunity to look at landscaping when the weather breaks. The flag count needs done. Trustee Lewis commented on the cracks in the maintenance building walls seem to be coming from the top down. There is a flat roof with 4 inch flashing bent down and in the rain you could see darker lines where the water was running down. On the inside of the building that is exactly where the cracks are. Tri City in Mineral Ridge has done a lot of repairs to the flat roof. The roof needs looked at. Trustee Morrison said he had called Tri City to look at roof and give cost to repair it. There has been no response. Someone else maybe called. Trustee Morrison also commented about 15 years ago the outside was covered with a brick veneer. The building is done moving. Trustee Morrison will talk to brick contractors to see if mortar should be removed or just caulking will work. Chairman Spellman suggested spend \$2000 to \$3000 to have an expert come in and tell us the conditions of our facilities. Chairman will have a guestimate on cost and the scope of work they will do at the next meeting. Trustee Morrison commented both boilers are installed and working. At top of Fire station is a very large zone valve that shuts the heat off in the bays, but the bays gets hotter and hotter because that zone valve is not closing. BMC is doing research on that zone valve. If both components of that valve have to be replaced, it will be about \$2200. Also in the fire station there is a power louver that is suppose to open and close when the gas shuts off and the combustion stops. The actuator is not working on the louver. The cost to install a new actuator is \$1100. Both boilers passed inspection. Additional ball valves were installed so system does not have to be drained for repairs. Trustee Morrison made a motion to spend up to \$3300 to fix the valve and combustion louvers. Hank Krut asked why this was not found by bidding contractors. Chairman Spellman responded the equipment was not tested. Trustee Lewis asked if there were electric heaters in the post office. Trustee Morrison said there was a zone and thermostat in the post office, which is to be used. The Sheriff's office has electric heat as the hot water heat system was removed from the area long ago. Trustee Lewis seconded the motion. All in favor. Trustee Lewis suggested buying larger trash cans for hall and kitchen area in fire department. Denny in maintenance can order the trash cans.

Zoning Report: Mr. Durkin was not present. His office hours are 6 to 8 pm on Tuesdays and Thursdays. Trustee Morrison has the zoning board minutes on his computer at home. Trustee Lewis requested herself from the executive session. At 7:37 pm Trustee Morrison made a motion under ORC 121.22, paragraph g, sentence 3 to go in to executive session. Roll call: Trustee Morrison yes, Trustee Spellman yes. Larry Spencer asked if there would be public comment on the decision made in executive session. Trustee Lewis answered any decision made in executive session must be told to the public. At 7:57 pm Trustee Morrison made a motion to come out of executive session. Chairman Spellman seconded. Roll Call: Trustee Morrison yes, and Trustee Spellman yes. Chairman Spellman made a motion for Ellsworth Township has hired Baker, Dublikar, Beck, Wiley & Mathews as legal representation for the zoning appeals board. Trustee Morrison seconded. Vote: Trustee Morrison yes and Chairman Spellman yes.

Fire Department: Chief Sternburg reported responded to 23 calls, mutual aid to Berlin Center and North Jackson, 30 hours maintenance, 40 hours run time, 184 hrs. fire fighter hours. Item #1 annual update fire fighter software \$485, January 27, 2013 at Mahoning County Fire Chiefs Association is having a symposium at Boardman High School, offering 2 classes for \$25 per fire fighter. Six fire fighters have signed up for a cost of \$150, and yearly payroll for \$7898 has been turned in. Chairman Spellman commented that if more fire fighters want to attend the symposium, we will take care of the cost later. During the furnace repair the epoxy on the floor was chipped. Some touch up epoxy maybe needed after the floor is cleaned. The association did the epoxy on the bay floor and the epoxy was purchased from ACE. Chairman Spellman said the epoxy would be covered under maintenance. Chief Sternburg also requested 2 trash cans for his office and the radio room, making a total of 5 trash cans and bags to be purchased. Trustee Lewis made a motion to upgrade the software for \$485, send 6 or more to training and to pay the annual payroll, totaling \$8533. Second by Trustee Morrison. All in favor.

EMS: Brian O'Neil was introduced as the new EMS Director. Things are going well. The billing is going good through Quest. We have been keeping up with our calls. Lane's is backing us up when we need them. We will have one new EMT in 2013 when the training is completed. Trustee Morrison had a letter of appreciation to be sent from the trustees to Ken Hernan thanking him for his service.

Crime Watch: 455 miles were patrolled. There were 6 reports of theft and criminal damaging. Two people from Youngstown have been arrested for breaking into sheds. Some stolen items have been returned to the owners. The rest were sold for drug money. Two people from Akron area that had been breaking in previously have been arrested.

Committee Reports: Trustee Lewis: A year ago Mr. Knauf approached the trustees concerning a Nature Works Grant for the restrooms. Trustee Lewis stated Rich Blevins, a Board of Education member, told Mr. Knauf he would like to see a united front within the Ellsworth Trustees concerning this grant, the school property, and the school board. Mr. Knauf commented this project is for the children of the community. The facility would be complete with running water and restrooms. With the Ellsworth school property vacant, that area could be used for expansion of the park. With the Nature Works Grant you can keep adding each year. There are other grants available, such as the Cleveland Indians Grant, and a \$5,000 a year Pittsburgh Pirates Grant. Grant applications will be made for next year for the dugouts at the high school. Trustee Lewis said the end goal would be to use the existing sewer line. The current goal is to have a letter to present to the School Board asking to start the discussion on the future of the old school property, as that is the bridge that has to be crossed at some point. Trustee Lewis read a letter to the School Board and asked the other two trustees to sign it. Trustee Lewis commented Mr. Knauf was a great resource as he works for Thomas Faulk Engineering and has access to many grants. Trustee Morrison commented he had a discussion with Lisa Powell, School Board President, who said the board was not willing to discuss this project at this time. Trustee Morrison said since the letter said "at their earliest convenience" he would sign it. Chairman Spellman commented on those in the community who have done many things for the baseball facility. Is the public willing to spend \$35,000 to get \$35,000? Chairman Spellman said that money would be better spent to run to a gravity fed sewer to the Fire Department, get a FEMA grant to expand the fire hall, and put the restrooms on our property. Mr. Knauf commented he felt that letter was to discuss the future of the property, which should go to Ellsworth Township to annex into park system. Chairman Spellman said he clearly heard (from the School Board) it wasn't time for this project. Chairman Spellman also stated he felt the money could be better spent. Trustee Lewis reiterated the letter was to start the discussion with the School Board. It was the right thing to do and would Chairman Spellman sign the letter? Chairman Spellman did not sign the letter. Trustee Lewis spoke to James Murray at ODOT regarding the pavement on Rt 224 by the Presbyterian Church. The Trustees signed a letter of thank you for this repair. There is more work to be done on the area on Rt 45 to complete the repairs. Trustee Lewis looked into the rubber mulch for the play gym area. A quote from Harris & Associates for rubber mulch, guaranteed for 50 years, was received. Trustee Lewis asked how to go forward: rubber mulch vs. wood mulch, removal of pea gravel to where. Chairman Spellman felt drainage had to be considered too. If the rubber mulch is to be used, then the steps to complete the job have to be decided. Trustee Morrison also suggested looking at companies while at the Winter Conference. Trustee Morrison will look into doing it in house and he will assist in the work. Trustee Lewis will look into the cost of the work, including drainage it needed, assisted by John Heintz of the prosecutor's office.

Trustee Morrison: The costs associated with tying into the sewer are: Sanitary permits \$2800, \$110 for clear water test and tank abandonment, \$219.76 for materials from road to building, approximately \$300 for electrician, for a total cost of \$3429.76. Trustee Morrison made a motion for up to \$3500 to cover sewer tie in cost. Second by Chairman Spellman. All in favor. Chairman Spellman will help look for an electrician.

Chairman Spellman: Some calls about the cemetery looking good have been received. He will work on standards for the cemetery. There is ongoing training in Mahoning County computer based programs open to all. A list of vacant homes can be turned in to Mahoning County Land Bank Revitalization Corp. so homes can be refurbished for living in again. Action on the land use plan is needed. A date for the reorganizational meeting will be set for next month (December). Approval with mileage for the OTA Winter Conference will be decided next month. In January 2013 we have an appointment for road reports. A list of most severe roads will be made. Trustee Lewis completed the mandatory Workers Comp training. There is a slight modification to (road) salt agreement with Lordstown.

Unfinished Business: Restroom grant was covered under committee reports.

New Business: Chairman Spellman reported we are prudent in using part time help to get a lot done and at a savings. The employees were told they were part time temporary help at a meeting in the pavilion. Trustee Morrison has been looking into the water system and the various complaints about odor and black water. Our system is by Gordon Brothers and the last service by them was in 2009. The system includes filters, timers and a chlorinator. Carbon filters last 3 to 5 years at a cost of \$355 for large and \$275 for small. Trustee Morrison made a motion to have Gordon Brothers come look at the system. Chairman Spellman commented if our system is antiquated, we need several companies to come out and give us their proposals. Trustee Lewis suggested getting the cost from Gordon Brothers and looking at other options. Trustee Morrison said if equipment is too small we will look at other options, but if it only needs tuned up, we will do that. Trustee Morrison made a motion to have the system evaluated by Gordon Brothers for \$1000. Otherwise we will explore other options. Second by Trustee Lewis. All in favor. Chairman Spellman passed out some ideas of projects he had put together.

Announcements: The next meeting is December 12, 2012. The date for the reorganizational meeting will be decided and announced in the paper. Fire Department has a pancake breakfast on November 25th from 8 am to 1 pm. The scouts have a pancake breakfast on November 17th at Presbyterian Church and there is also a craft show at the VFW on the same day.

Trustee Lewis made a motion at 9:16 pm to adjourn, second by Trustee Morrison. All in favor.