

CANFIELD CITY COUNCIL  
**REGULAR MEETING**  
March 19, 2025-5:30 P.M.

FRANCIS J. McLAUGHLIN MUNICIPAL BUILDING

1. Call to Order.
2. Pledge of Allegiance.
3. Roll Call: Quorum is Present - Meeting is in Session.
4. Proclamations & Presentations.
5. Approval of Minutes.
6. Reading of Communications.
7. Reports of Committees, Boards, Mayor's Report, City Manager, Finance Director, Chief of Police, Zoning Inspector and Public Works Superintendent.
8. Public questions from residents (or representative) related to the above referenced reports. Questions may be limited to three (3) minutes.
9. Recognition of Persons Desiring to Appear Before Council.

10. OLD BUSINESS

Note: After each item is placed on the table for action, public comments from residents (or representative) as to that business item are received. May be limited to three (3) minutes per person and thirty (30) minutes total.

- A. An **Ordinance** Amending Canfield Codified Ordinance Section 1141.15 (B-3) Highway Commercial District.

Description: We had a public hearing earlier this evening regarding changing the uses in the B-3 District. We had first reading on February 19, 2025. Planning & Zoning is recommending the passage of this Ordinance.

Action Needed: Passage of this Ordinance.

Attachment(s): Recommendation from P&Z

- B. Annual Appropriations **Ordinance** to make Appropriations for current expenses and other expenditures of the City of Canfield, State of Ohio, during the fiscal year ending December 31, 2025.

Description: We had first reading on March 5<sup>th</sup> and the PowerPoint Presentation. This is the annual budget for 2025.

Action Needed: Consider for passage.

Attachment(s): Power Point Presentation

- C. An **Ordinance** Providing Transfers to Various Funds

Description: This Ordinance is transferring \$175,000 from the General Fund into these three funds: \$100,000 into the Parks Fund, \$20,000 into the Recreation Fund and \$55,000 into the Cemeteries Fund. This was presented in the PowerPoint Presentation at the last meeting. We had first reading of this Ordinance on March 5<sup>th</sup>.

Action Needed: Passage of this Ordinance

Attachment(s):

11. NEW BUSINESS

Note: After each item is placed on the table for action, public comments from residents (or representative) as to that business item are received. May be limited to three (3) minutes per person and thirty (30) minutes total.

- A. An **Ordinance** Authorizing the City Manager to Enter Into A Contract for the Pavement Condition Assessment of Streets Within the City of Canfield.

Description: The video capture process is conducted by a single vehicle operated by PMG-trained professionals. No traffic control is necessary and will capture video at non-peak hours. Pavement Management Group will utilize artificial intelligence (AI) model to identify, document and quantify all distresses with each section of the pavement network.

Action Needed: Passage of this Ordinance.

Attachment(s): Proposal from Pavement Management Group (PMG).

12. Council Comments.

13. Adjournment

Introduced by: \_\_\_\_\_  
First Reading: \_\_\_\_\_

AN ORDINANCE AMENDING  
CANFIELD CODIFIED ORDINANCE  
SECTION 1141.15, B-3  
HIGHWAY COMMERCIAL DISTRICT

WHEREAS, the Planning and Zoning Commission of the City of Canfield has received and recommended certain changes to the permitted and conditionally permitted uses in B-3 Highway Commercial Districts;

WHEREAS, the Council of the City of Canfield, Ohio believes it to be in the best interest of the citizens of the City to modify the permitted and conditionally permitted uses in B-3, Highway Commercial Districts.

NOW, THEREFORE BE IT ORDAINED BY THE COUNCIL OF THE CITY OF CANFIELD, OHIO:

Section 1: That Ordinance Section 1141.15 shall be amended to provide that the permitted uses in B-3 Zoning Districts shall be: Retail Sales and Services, Branch or Drive-in Banking, Restaurants (not drive-thru), Business Offices, Professional Offices, Cafes, and Bars. The Conditionally Permitted Uses shall be: Automobile Service Stations, Drive-In Restaurants, Hotels, Theaters and Commercial Recreation Facilities.

Section 2: That this Ordinance and all deliberations relating to the passage of this Ordinance were held in open meetings of this Council, all pursuant to Section 121.22 of the Ohio Revised Code and Section 3.11 of the Charter of the Municipality of Canfield.

PASSED IN COUNCIL THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ A.D. 2025.

\_\_\_\_\_  
PRESIDENT OF COUNCIL

ATTEST:

\_\_\_\_\_  
CLERK OF COUNCIL

Certification of Publication

I, the undersigned Clerk of Council of the City of Canfield, Ohio, hereby certify that the foregoing Ordinance was posted in a prominent place at the Municipal Building, Canfield, Ohio for seven continuous days, to-wit: \_\_\_\_\_

\_\_\_\_\_  
CLERK OF COUNCIL

APPROVED AS TO FORM:

\_\_\_\_\_  
MUNICIPAL ATTORNEY



# City of Canfield

104 LISBON STREET  
CANFIELD, OHIO 44406-1416

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Finance Fax: 330-533-2668  
[www.canfield.gov](http://www.canfield.gov)



**Date:** February 13<sup>th</sup> 2025

**To:** Members of Council

**From:** Tyler Thorn, Secretary  
Planning and Zoning Commission

**Subject:** A recommendation to council to change the wording of the permitted and conditional uses of B-3 Highway Commercial District in our Ordinance (1141.15).

At the regular meeting of the Planning and Zoning Commission on February 13, 2025, the following motion was made:

Mr. Kristen made a motion to recommend to Council a new wording for the Canfield Codified Ordinance section 1141.15 on the permitted and conditional uses for B-3 Highway Commercial District.

The motion was seconded by Mr. Neff.

This motion was passed 4-0

Introduced By: \_\_\_\_\_  
First Reading: \_\_\_\_\_

ORDINANCE

ANNUAL APPROPRIATION ORDINANCE TO MAKE  
APPROPRIATIONS FOR CURRENT EXPENSES AND  
OTHER EXPENDITURES OF THE CITY OF CANFIELD,  
STATE OF OHIO, DURING THE FISCAL YEAR  
ENDING DECEMBER 31, 2025.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY  
OF CANFIELD, MAHONING COUNTY, OHIO:

Section 1: To provide for the current expenses and other expenditures of the  
said City of Canfield during fiscal year ending December 31, 2025, the following sums be and  
they are hereby set aside and appropriated as follows, viz:

|                                           | Annual<br>Appropriation |
|-------------------------------------------|-------------------------|
| <b><i>General Fund</i></b>                |                         |
| <b>Administration</b>                     |                         |
| Personal Services                         | 808,040.00              |
| Travel                                    | 3,000.00                |
| Contractual Services                      | 103,350.00              |
| Supplies and Materials                    | 21,070.00               |
| Capital Outlay                            | 12,960.00               |
| Other Uses                                | 80,000.00               |
| <b>Total Administration</b>               | <b>1,028,420.00</b>     |
| <b>Mayor's Court</b>                      |                         |
| Personal Services                         | 40,935.00               |
| Travel                                    | 500.00                  |
| Contractual Services                      | 10,750.00               |
| Supplies and Materials                    | 1,350.00                |
| Capital Outlay                            | 1,440.00                |
| Other Uses                                | 0.00                    |
| <b>Total Mayor's Court</b>                | <b>54,975.00</b>        |
| <b>Municipal Building</b>                 |                         |
| Contractual Services                      | 47,080.00               |
| Supplies and Materials                    | 18,680.00               |
| Capital Outlay                            | 0.00                    |
| <b>Total Municipal Building</b>           | <b>65,760.00</b>        |
| <b>Cell Tower Parcel N Broad St</b>       |                         |
| Contractual Services                      | 310.00                  |
| <b>Total Cell Tower Parcel N Broad St</b> | <b>310.00</b>           |
| <b>Armstrong Parcel N Broad St</b>        |                         |
| Contractual Services                      | 760.00                  |

|                                                         |                   |
|---------------------------------------------------------|-------------------|
| <b>Total Armstrong Parcel N Broad St</b>                | <b>760.00</b>     |
| <b>Civil Service Commission</b>                         |                   |
| Personal Services                                       | 800.00            |
| Travel                                                  | 0.00              |
| Contractual Services                                    | 1,060.00          |
| Supplies and Materials                                  | 500.00            |
| Capital Outlay                                          | 0.00              |
| Other Uses                                              | 0.00              |
| <b>Total Civil Service Commission</b>                   | <b>2,360.00</b>   |
| <b>County Auditor and Treasurer Fees</b>                |                   |
| Contractual Services                                    | 10,010.00         |
| <b>Total County Auditor and Treasurer Fees</b>          | <b>10,010.00</b>  |
| <b>State Examiners Fees</b>                             |                   |
| Contractual Services                                    | 30,050.00         |
| <b>Total State Examiners Fees</b>                       | <b>30,050.00</b>  |
| <b>Municipal Attorney</b>                               |                   |
| Personal Services                                       | 69,100.00         |
| Travel                                                  | 0.00              |
| Contractual Services                                    | 10,600.00         |
| Supplies and Materials                                  | 0.00              |
| <b>Total Municipal Attorney</b>                         | <b>79,700.00</b>  |
| <b>General Services</b>                                 |                   |
| Travel                                                  | 0.00              |
| Contractual Services                                    | 148,700.00        |
| Supplies and Materials                                  | 3,250.00          |
| Capital Outlay                                          | 0.00              |
| <b>Total General Services</b>                           | <b>151,950.00</b> |
| <b>Cardinal Joint Fire District Reimbursement</b>       |                   |
| Travel                                                  | 0.00              |
| Contractual Services                                    | 11,000.00         |
| Supplies and Materials                                  | 36,000.00         |
| Capital Outlay                                          | 0.00              |
| Other Uses                                              | 0.00              |
| <b>Total Cardinal Joint Fire District Reimbursement</b> | <b>47,000.00</b>  |
| <b>IT Department</b>                                    |                   |
| Personal Services                                       | 212,325.00        |
| Travel                                                  | 750.00            |
| Contractual Services                                    | 29,575.00         |
| Supplies and Materials                                  | 6,250.00          |
| Capital Outlay                                          | 5,760.00          |
| Other Uses                                              | 0.00              |
| <b>Total IT Department</b>                              | <b>254,660.00</b> |
| <b>Street Lights</b>                                    |                   |
| Contractual Services                                    | 40,050.00         |
| <b>Total Street Lights</b>                              | <b>40,050.00</b>  |
| <b>Police Department</b>                                |                   |

|                                                                     |                     |
|---------------------------------------------------------------------|---------------------|
| Personal Services                                                   | 3,463,700.00        |
| Travel                                                              | 11,000.00           |
| Contractual Services                                                | 415,510.00          |
| Supplies and Materials                                              | 209,695.00          |
| Capital Outlay                                                      | 38,800.00           |
| Debt Service                                                        | 91,000.00           |
| Other Uses                                                          | 0.00                |
| <b>Total Police Department</b>                                      | <b>4,229,705.00</b> |
| <br><b>Payment to County Health Program</b>                         |                     |
| Contractual Services                                                | 92,100.00           |
| <b>Total Payment to County Health Program</b>                       | <b>92,100.00</b>    |
| <br><b>Planning and Zoning</b>                                      |                     |
| Personal Services                                                   | 91,850.00           |
| Travel                                                              | 25.00               |
| Contractual Services                                                | 9,475.00            |
| Supplies and Materials                                              | 1,650.00            |
| Capital Outlay                                                      | 1,440.00            |
| Other Uses                                                          | 0.00                |
| <b>Total Planning and Zoning</b>                                    | <b>104,440.00</b>   |
| <br><b>Other Uses/Transfers</b>                                     |                     |
| Other Uses                                                          | 0.00                |
| Advances                                                            | 0.00                |
| Transfers                                                           | 175,000.00          |
| <b>Total Other Uses/Transfers</b>                                   | <b>175,000.00</b>   |
| <br><b><i>Grand Total General Fund</i></b>                          | <b>6,367,250.00</b> |
| <br><b>Self Insurance Fund</b>                                      |                     |
| Personal Services                                                   | 0.00                |
| Travel                                                              | 0.00                |
| Contractual Services                                                | 3,000.00            |
| Supplies and Materials                                              | 4,500.00            |
| Capital Outlay                                                      | 0.00                |
| Other Uses                                                          | 0.00                |
| Transfers                                                           | 0.00                |
| <b>Total Self Insurance Fund</b>                                    | <b>7,500.00</b>     |
| <br><b>Unclaimed Monies Fund</b>                                    |                     |
| Other Uses                                                          | 0.00                |
| Transfers                                                           | 0.00                |
| <b>Total Unclaimed Monies Fund</b>                                  | <b>0.00</b>         |
| <br><b><i>Grand Total General Fund with Self Insurance Fund</i></b> | <b>6,374,750.00</b> |
| <br><b><i>Special Revenue Funds</i></b>                             |                     |
| <br><b>Parks Fund</b>                                               |                     |
| <br><b>Village Green</b>                                            |                     |
| Personal Services                                                   | 2,140.00            |
| Travel                                                              | 0.00                |
| Contractual Services                                                | 10,450.00           |

|                                                  |                   |
|--------------------------------------------------|-------------------|
| Supplies and Materials                           | 6,450.00          |
| Capital Outlay                                   | 2,300.00          |
| Transfers                                        | 0.00              |
| <b>Total Village Green</b>                       | <b>21,340.00</b>  |
| <b>Village Green (Parks Board)</b>               |                   |
| Travel                                           | 0.00              |
| Contractual Services                             | 30.00             |
| Supplies and Materials                           | 0.00              |
| Capital Outlay                                   | 0.00              |
| <b>Total Village Green (Parks Board)</b>         | <b>30.00</b>      |
| <b>Greasel Park</b>                              |                   |
| Personal Services                                | 11,250.00         |
| Travel                                           | 0.00              |
| Contractual Services                             | 8,520.00          |
| Supplies and Materials                           | 15,400.00         |
| Capital Outlay                                   | 2,300.00          |
| Other Uses                                       | 200.00            |
| <b>Total Greasel Park</b>                        | <b>37,670.00</b>  |
| <b>Greasel Park (Parks Board)</b>                |                   |
| Travel                                           | 0.00              |
| Contractual Services                             | 29,500.00         |
| Supplies and Materials                           | 10,500.00         |
| Capital Outlay                                   | 0.00              |
| <b>Total Greasel Park (Parks Board)</b>          | <b>40,000.00</b>  |
| <b>Greasel Park (Playground Equipment)</b>       |                   |
| Contractual Services                             | 0.00              |
| Supplies and Materials                           | 0.00              |
| Capital Outlay                                   | 0.00              |
| <b>Total Greasel Park (Playground Equipment)</b> | <b>0.00</b>       |
| <b>Fair Park</b>                                 |                   |
| Personal Services                                | 11,700.00         |
| Travel                                           | 250.00            |
| Contractual Services                             | 19,310.00         |
| Supplies and Materials                           | 19,390.00         |
| Capital Outlay                                   | 2,300.00          |
| Other Uses                                       | 1,500.00          |
| <b>Total Fair Park</b>                           | <b>54,450.00</b>  |
| <b>Fair Park (Parks Board)</b>                   |                   |
| Travel                                           | 0.00              |
| Contractual Services                             | 0.00              |
| Supplies and Materials                           | 0.00              |
| Capital Outlay                                   | 0.00              |
| <b>Total Fair Park (Parks Board)</b>             | <b>0.00</b>       |
| <b>Transfers</b>                                 |                   |
| Transfers                                        | 0.00              |
| <b>Total Transfers</b>                           | <b>0.00</b>       |
| <b>Grand Total Parks Fund</b>                    | <b>153,490.00</b> |

|                                                       |                   |
|-------------------------------------------------------|-------------------|
| <b>Parks and Village Green Trust Fund</b>             |                   |
| <b>Village Green</b>                                  |                   |
| Capital Outlay                                        | 0.00              |
| Other Uses                                            | 0.00              |
| <b>Total Village Green</b>                            | <b>0.00</b>       |
| <b>Greasel Park</b>                                   |                   |
| Capital Outlay                                        | 0.00              |
| Other Uses                                            | 0.00              |
| <b>Total Greasel Park</b>                             | <b>0.00</b>       |
| <b>Fair Park</b>                                      |                   |
| Capital Outlay                                        | 0.00              |
| Other Uses                                            | 0.00              |
| <b>Total Fair Park</b>                                | <b>0.00</b>       |
| <b>Grand Total Parks and Village Green Trust Fund</b> | <b>0.00</b>       |
| <b>Fair Park Trust Fund</b>                           |                   |
| Transfers                                             | 0.00              |
| <b>Total Fair Park Trust Fund</b>                     | <b>0.00</b>       |
| <b>Recreation Fund</b>                                |                   |
| <b>Events on the Green</b>                            |                   |
| Travel                                                | 0.00              |
| Contractual Services                                  | 11,500.00         |
| Supplies and Materials                                | 2,350.00          |
| <b>Total Events on the Green</b>                      | <b>13,850.00</b>  |
| <b>Memorial Day</b>                                   |                   |
| Contractual Services                                  | 910.00            |
| <b>Total Memorial Day</b>                             | <b>910.00</b>     |
| <b>Fourth of July Activities</b>                      |                   |
| Contractual Services                                  | 5,010.00          |
| <b>Total Fourth of July Activities</b>                | <b>5,010.00</b>   |
| <b>Grand Total Recreation Fund</b>                    | <b>19,770.00</b>  |
| <b>Cemeteries Fund</b>                                |                   |
| <b>Cemeteries Operating</b>                           |                   |
| Personal Services                                     | 31,700.00         |
| Travel                                                | 0.00              |
| Contractual Services                                  | 2,570.00          |
| Supplies and Materials                                | 3,900.00          |
| Capital Outlay                                        | 68,265.00         |
| Other Uses                                            | 0.00              |
| Transfers                                             | 0.00              |
| <b>Total Cemeteries Operating</b>                     | <b>106,435.00</b> |
| <b>Cemeteries (Parks Board)</b>                       |                   |

|                                                |                     |
|------------------------------------------------|---------------------|
| Travel                                         | 0.00                |
| Contractual Services                           | 0.00                |
| Supplies and Materials                         | 0.00                |
| Capital Outlay                                 | 0.00                |
| <b>Total Cemeteries (Parks Board)</b>          | <b>0.00</b>         |
| <b>Grand Total Cemeteries Fund</b>             | <b>106,435.00</b>   |
| <b>Street C M &amp; R Fund</b>                 |                     |
| <b>Street C M &amp; R Operating</b>            |                     |
| Personal Services                              | 499,700.00          |
| Travel                                         | 250.00              |
| Contractual Services                           | 209,515.00          |
| Supplies and Materials                         | 161,851.00          |
| Capital Outlay                                 | 650,050.00          |
| Debt Service                                   | 0.00                |
| <b>Total Street C M &amp; R Operating</b>      | <b>1,521,366.00</b> |
| <b>Street C M &amp; R (Parks Board)</b>        |                     |
| Travel                                         | 0.00                |
| Contractual Services                           | 0.00                |
| Supplies and Materials                         | 0.00                |
| Capital Outlay                                 | 0.00                |
| <b>Total Street C M &amp; R (Parks Board)</b>  | <b>0.00</b>         |
| <b>Grand Total Street C M &amp; R Fund</b>     | <b>1,521,366.00</b> |
| <b>State Highway Fund</b>                      |                     |
| Travel                                         | 0.00                |
| Contractual Services                           | 22,700.00           |
| Supplies and Materials                         | 28,550.00           |
| Capital Outlay                                 | 0.00                |
| <b>Total State Highway Fund</b>                | <b>51,250.00</b>    |
| <b>Street Lighting Special Assessment Fund</b> |                     |
| <b>Street Lighting Miscellaneous</b>           |                     |
| Contractual Services                           | 0.00                |
| Transfers                                      | 0.00                |
| <b>Total Street Lighting Miscellaneous</b>     | <b>0.00</b>         |
| <b>Street Lights-Topaz Cir</b>                 |                     |
| Contractual Services                           | 2,820.00            |
| <b>Total Street Lights-Topaz Cir</b>           | <b>2,820.00</b>     |
| <b>Street Lights-Woodridge</b>                 |                     |
| Contractual Services                           | 2,224.00            |
| <b>Total Street Lights-Woodridge</b>           | <b>2,224.00</b>     |
| <b>Street Lights-Timber Run</b>                |                     |
| Contractual Services                           | 2,740.00            |
| <b>Total Street Lights-Timber Run</b>          | <b>2,740.00</b>     |
| <b>Street Lights-Russo Ave</b>                 |                     |

|                                                             |                 |
|-------------------------------------------------------------|-----------------|
| Contractual Services                                        | 3,820.00        |
| <b>Total Street Lights-Russo Ave</b>                        | <b>3,820.00</b> |
| <b>Street Lights-Jade Cir</b>                               |                 |
| Contractual Services                                        | 2,220.00        |
| <b>Total Street Lights-Jade Cir</b>                         | <b>2,220.00</b> |
| <b>Street Lights-Willow Way</b>                             |                 |
| Contractual Services                                        | 780.00          |
| <b>Total Street Lights-Willow Way</b>                       | <b>780.00</b>   |
| <b>Street Lights-Morningview Cir</b>                        |                 |
| Contractual Services                                        | 1,420.00        |
| <b>Total Street Lights-Morningview Cir</b>                  | <b>1,420.00</b> |
| <b>Street Lights-Laurel Hills</b>                           |                 |
| Contractual Services                                        | 1,020.00        |
| <b>Total Street Lights-Laurel Hills</b>                     | <b>1,020.00</b> |
| <b>Street Lights-Montgomery</b>                             |                 |
| Contractual Services                                        | 4,125.00        |
| <b>Total Street Lights-Montgomery</b>                       | <b>4,125.00</b> |
| <b>Street Lights-Preserve Blvd</b>                          |                 |
| Contractual Services                                        | 2,220.00        |
| <b>Total Street Lights-Preserve Blvd</b>                    | <b>2,220.00</b> |
| <b>Street Lights-Willow Bend</b>                            |                 |
| Contractual Services                                        | 425.00          |
| <b>Total Street Lights-Willow Bend</b>                      | <b>425.00</b>   |
| <b>Street Lights-Stonebridge 4</b>                          |                 |
| Contractual Services                                        | 1,720.00        |
| <b>Total Street Lights-Stonebridge 4</b>                    | <b>1,720.00</b> |
| <b>Street Lights-Hickory Hollow</b>                         |                 |
| Contractual Services                                        | 1,020.00        |
| <b>Total Street Lights-Hickory Hollow</b>                   | <b>1,020.00</b> |
| <b>Street Lights-Stonebridge 5</b>                          |                 |
| Contractual Services                                        | 1,420.00        |
| <b>Total Street Lights-Stonebridge 5</b>                    | <b>1,420.00</b> |
| <b>Street Lights-Laurel Hills 2</b>                         |                 |
| Contractual Services                                        | 1,220.00        |
| <b>Total Street Lights-Laurel Hills 2</b>                   | <b>1,220.00</b> |
| <b>Street Lights-Willow Bend Ph 2</b>                       |                 |
| Contractual Services                                        | 720.00          |
| <b>Total Street Lights-Willow Bend Ph 2</b>                 | <b>720.00</b>   |
| <b>Street Lights-Preserve-Plat 8-Mallard Crossing</b>       |                 |
| Contractual Services                                        | 1,530.00        |
| <b>Total Street Lights-Preserve-Plat 8-Mallard Crossing</b> | <b>1,530.00</b> |

|                                                                          |                   |
|--------------------------------------------------------------------------|-------------------|
| <b>Street Lights-Preserve-Plat 9-Woodland Run/Oakview Crossing</b>       |                   |
| Contractual Services                                                     | 1,420.00          |
| <b>Total Street Lights-Preserve-Plat 9-Woodland Run/Oakview Crossing</b> | <b>1,420.00</b>   |
| <b>Street Lights-Stonebridge Plat 7-Alabaster/Charleston</b>             |                   |
| Contractual Services                                                     | 1,420.00          |
| <b>Total Street Lights-Stonebridge Plat 7-Alabaster/Charleston</b>       | <b>1,420.00</b>   |
| <b>Street Lights-Stonebridge Plat 6-Lake Wobegon/Timber Run</b>          |                   |
| Contractual Services                                                     | 1,420.00          |
| <b>Total Street Lights-Stonebridge Plat 6-Lake Wobegon/Timber Run</b>    | <b>1,420.00</b>   |
| <b>Street Lights-Kings Lake Subdivision</b>                              |                   |
| Contractual Services                                                     | 4,660.00          |
| Debt Service                                                             | 0.00              |
| <b>Total Street Lights-Kings Lake Subdivision</b>                        | <b>4,660.00</b>   |
| <b>Grand Total Street Lighting Special Assessment Fund</b>               | <b>40,364.00</b>  |
| <b>Red Gate Operating Fund</b>                                           |                   |
| Personal Services                                                        | 0.00              |
| Travel                                                                   | 0.00              |
| Contractual Services                                                     | 22,450.00         |
| Supplies and Materials                                                   | 500.00            |
| Capital Outlay                                                           | 0.00              |
| Debt Service                                                             | 0.00              |
| Other Uses                                                               | 0.00              |
| Transfers                                                                | 0.00              |
| <b>Total Red Gate Operating Fund</b>                                     | <b>22,950.00</b>  |
| <b>Police Department Operating Levy Fund</b>                             |                   |
| Personal Services                                                        | 663,300.00        |
| Travel                                                                   | 0.00              |
| Contractual Services                                                     | 36,900.00         |
| Supplies and Materials                                                   | 46,700.00         |
| Capital Outlay                                                           | 107,526.00        |
| Debt Service                                                             | 0.00              |
| Other Uses                                                               | 0.00              |
| <b>Total Police Department Operating Levy Fund</b>                       | <b>854,426.00</b> |
| <b>Law Enforcement Trust Fund</b>                                        |                   |
| Travel                                                                   | 0.00              |
| Contractual Services                                                     | 0.00              |
| Supplies and Materials                                                   | 0.00              |
| Capital Outlay                                                           | 0.00              |
| Other Uses                                                               | 0.00              |
| <b>Total Law Enforcement Trust Fund</b>                                  | <b>0.00</b>       |
| <b>Mandatory Drug Fine Fund</b>                                          |                   |
| Travel                                                                   | 0.00              |
| Contractual Services                                                     | 0.00              |
| Supplies and Materials                                                   | 0.00              |
| Capital Outlay                                                           | 0.00              |
| Other Uses                                                               | 0.00              |

|                                                 |                            |
|-------------------------------------------------|----------------------------|
| <b>Total Mandatory Drug Fine Fund</b>           | <b>0.00</b>                |
| <b>Education Enforcement Trust Fund</b>         |                            |
| Travel                                          | 0.00                       |
| Contractual Services                            | 0.00                       |
| Supplies and Materials                          | 0.00                       |
| Capital Outlay                                  | 0.00                       |
| Other Uses                                      | 0.00                       |
| <b>Total Education Enforcement Trust Fund</b>   | <b>0.00</b>                |
| <b>DEA Federal Forfeiture Fund</b>              |                            |
| Travel                                          | 0.00                       |
| Contractual Services                            | 500.00                     |
| Supplies and Materials                          | 28,150.00                  |
| Capital Outlay                                  | 0.00                       |
| Other Uses                                      | 15,000.00                  |
| <b>Total DEA Federal Forfeiture Fund</b>        | <b>43,650.00</b>           |
| <b>OVI Task Force Grant Fund FY2024</b>         |                            |
| Personal Services                               | 0.00                       |
| Travel                                          | 0.00                       |
| Contractual Services                            | 0.00                       |
| Supplies and Materials                          | 0.00                       |
| Capital Outlay                                  | 0.00                       |
| <b>Total OVI Task Force Grant Fund FY2024</b>   | <b>0.00</b>                |
| <b>OVI Task Force Grant Fund FY2025</b>         |                            |
| Personal Services                               | 67,411.00                  |
| Travel                                          | 0.00                       |
| Contractual Services                            | 16,146.00                  |
| Supplies and Materials                          | 3,235.00                   |
| Capital Outlay                                  | 0.00                       |
| Other Uses                                      | 25,000.00                  |
| <b>Total OVI Task Force Grant Fund FY2025</b>   | <b>111,792.00</b>          |
| <b><i>Grand Total Special Revenue Funds</i></b> | <b><i>2,925,493.00</i></b> |
| <b><i>Capital Projects Funds</i></b>            |                            |
| <b>General Capital Improvement Fund</b>         |                            |
| Capital Outlay                                  | 0.00                       |
| Transfers                                       | 0.00                       |
| <b>Total General Capital Improvement Fund</b>   | <b>0.00</b>                |
| <b><i>Total Capital Projects Funds</i></b>      | <b><i>0.00</i></b>         |
| <b><i>Permanent Funds</i></b>                   |                            |
| <b>Cemetery Perpetual Care Fund</b>             |                            |
| Contractual Services                            | 0.00                       |
| Transfers                                       | 0.00                       |
| <b>Total Cemetery Perpetual Care Fund</b>       | <b>0.00</b>                |

Total Permanent Funds

0.00

Proprietary Funds

Water Enterprise Funds

|                            |              |
|----------------------------|--------------|
| Water Operating Fund       |              |
| Personal Services          | 238,500.00   |
| Travel                     | 500.00       |
| Contractual Services       | 1,800,187.00 |
| Supplies and Materials     | 248,549.00   |
| Capital Outlay             | 84,260.00    |
| Debt Service               | 28,400.00    |
| Other Uses                 | 500.00       |
| Transfers                  | 0.00         |
| Total Water Operating Fund | 2,400,896.00 |

|                                  |           |
|----------------------------------|-----------|
| Waterline Improvement Fund       |           |
| Contractual Services             | 0.00      |
| Capital Outlay                   | 0.00      |
| Debt Service                     | 14,100.00 |
| Other Uses                       | 0.00      |
| Transfers                        | 0.00      |
| Total Waterline Improvement Fund | 14,100.00 |

|                                         |      |
|-----------------------------------------|------|
| Meter/Water Tank Improvement Fund       |      |
| Contractual Services                    | 0.00 |
| Capital Outlay                          | 0.00 |
| Debt Service                            | 0.00 |
| Other Uses                              | 0.00 |
| Transfers                               | 0.00 |
| Total Meter/Water Tank Improvement Fund | 0.00 |

Total Water Enterprise Funds

2,414,996.00

Sanitary Sewer Enterprise Funds

|                                     |              |
|-------------------------------------|--------------|
| Sanitary Sewer Operating Fund       |              |
| Personal Services                   | 334,400.00   |
| Travel                              | 250.00       |
| Contractual Services                | 1,232,202.00 |
| Supplies and Materials              | 45,699.00    |
| Capital Outlay                      | 5,760.00     |
| Debt Service                        | 128,300.00   |
| Other Uses                          | 10,600.00    |
| Transfers                           | 0.00         |
| Total Sanitary Sewer Operating Fund | 1,757,211.00 |

|                                                  |      |
|--------------------------------------------------|------|
| Sanitary Sewer System Debt Retirement Fund       |      |
| Debt Service                                     | 0.00 |
| Other Uses                                       | 0.00 |
| Total Sanitary Sewer System Debt Retirement Fund | 0.00 |

|                                                      |                            |
|------------------------------------------------------|----------------------------|
| <b>Sanitary Sewer System Improvements Fund</b>       |                            |
| Contractual Services                                 | 0.00                       |
| Capital Outlay                                       | 0.00                       |
| Debt Service                                         | 38,500.00                  |
| Other Uses                                           | 0.00                       |
| Transfers                                            | 0.00                       |
| <b>Total Sanitary Sewer System Improvements Fund</b> | <b>38,500.00</b>           |
| <b><i>Total Sanitary Sewer Enterprise Funds</i></b>  | <b><i>1,795,711.00</i></b> |
| <b><i>Storm Water Enterprise Funds</i></b>           |                            |
| <b>Storm Water Operating Fund</b>                    |                            |
| Personal Services                                    | 244,500.00                 |
| Travel                                               | 200.00                     |
| Contractual Services                                 | 44,901.00                  |
| Supplies and Materials                               | 36,162.00                  |
| Capital Outlay                                       | 91,660.00                  |
| Debt Service                                         | 7,200.00                   |
| Other Uses                                           | 5,000.00                   |
| Transfers                                            | 0.00                       |
| <b>Total Storm Water Operating Fund</b>              | <b>429,623.00</b>          |
| <b>Sawmill Creek Improvement Fund</b>                |                            |
| Capital Outlay                                       | 96,310.00                  |
| Advances                                             | 0.00                       |
| Transfers                                            | 0.00                       |
| <b>Total Sawmill Creek Improvement Fund</b>          | <b>96,310.00</b>           |
| <b>Overbrook Stormwater Project Fund</b>             |                            |
| Capital Outlay                                       | 55,000.00                  |
| Other Uses                                           | 0.00                       |
| Transfers                                            | 0.00                       |
| <b>Total Overbrook Stormwater Project Fund</b>       | <b>55,000.00</b>           |
| <b><i>Total Storm Water Enterprise Funds</i></b>     | <b><i>580,933.00</i></b>   |
| <b><i>Internal Service Funds</i></b>                 |                            |
| <b>Health Care Self Insurance Fund</b>               |                            |
| Contractual Services                                 | 0.00                       |
| <b>Total Health Care Self Insurance Fund</b>         | <b>0.00</b>                |
| <b><i>Total Internal Service Funds</i></b>           | <b><i>0.00</i></b>         |
| <b><i>Grand Total Proprietary Funds</i></b>          | <b><i>4,791,640.00</i></b> |
| <b><i>Private Purpose Trust Funds</i></b>            |                            |
| <b>Cemetery Endowment Fund</b>                       |                            |
| Contractual Services                                 | 0.00                       |
| Transfers                                            | 0.00                       |
| <b>Total Cemetery Endowments Fund</b>                | <b>0.00</b>                |

|                                          |                      |
|------------------------------------------|----------------------|
| <i>Total Private Purpose Trust Funds</i> | <i>0.00</i>          |
| <i>Grand Totals All Funds</i>            | <i>14,091,883.00</i> |

Section 2: And the Finance Director is hereby authorized to draw warrants for payments from any of the foregoing appropriations to make expenditures for items of expense constituting a legal obligation against the City.

Section 3: That this Ordinance and all deliberations relating to the passage of this Ordinance were held in open meetings of this Council, all pursuant to Section 121.22 of the Ohio Revised Code and Section 3.11 of the Charter of the Municipality of Canfield.

PASSED IN COUNCIL THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ A.D., 2025.

ATTEST:

\_\_\_\_\_

PRESIDENT OF COUNCIL

\_\_\_\_\_

CLERK OF COUNCIL

Certification of Publication

I, the undersigned Clerk of Council of the City of Canfield, Ohio, hereby certify that the foregoing Ordinance was posted in a prominent place at the Municipal Building, Canfield, Ohio for seven continuous days, to-wit:

\_\_\_\_\_  
\_\_\_\_\_.

\_\_\_\_\_

CLERK OF COUNCIL

APPROVED AS TO FORM:

\_\_\_\_\_

MUNICIPAL ATTORNEY

Introduced By: \_\_\_\_\_  
First Reading: \_\_\_\_\_

ORDINANCE

AN ORDINANCE PROVIDING TRANSFERS TO VARIOUS FUNDS.

WHEREAS, it is necessary to transfer funds to various funds.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF  
CANFIELD, MAHONING COUNTY, OHIO:

Section 1: The Finance Director is hereby authorized to transfer the following  
funds:

|              |                 |                          |
|--------------|-----------------|--------------------------|
| <b>From:</b> | <b>To:</b>      |                          |
| General Fund | Parks Fund      | 100,000.00               |
| General Fund | Recreation Fund | 20,000.00                |
| General Fund | Cemeteries Fund | 55,000.00                |
| <b>Total</b> |                 | <u><u>175,000.00</u></u> |

Section 2: That this Ordinance and all deliberations relating to the passage of  
this Ordinance were held in open meetings of this Council, all pursuant to Section 121.22 of  
the Ohio Revised Code and Section 3.11 of the Charter of the Municipality of Canfield.

PASSED IN COUNCIL THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ A.D., 2025.

\_\_\_\_\_  
PRESIDENT OF COUNCIL

ATTEST:

\_\_\_\_\_  
CLERK OF COUNCIL

Certification of Publication

I, the undersigned Clerk of Council of the City of Canfield, hereby certify that  
the foregoing Ordinance was posted in a prominent place at the Municipal Building, Canfield,  
Ohio for seven continuous days, to-wit:

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
CLERK OF COUNCIL

APPROVED AS TO FORM:

\_\_\_\_\_  
MUNICIPAL ATTORNEY

Introduced by: \_\_\_\_\_  
First Reading: \_\_\_\_\_

**ORDINANCE**

**AN ORDINANCE AUTHORIZING THE CITY MANAGER  
TO ENTER INTO A CONTRACT FOR THE PAVEMENT CONDITION ASSESSMENT  
OF STREETS WITHIN THE CITY OF CANFIELD**

WHEREAS, the Council of the City of Canfield has determined that streets within the City need to be periodically assessed to optimize roadway conditions; and

WHEREAS, Council now deems it to be in the best interest of the City to enter into a contract for pavement condition assessment.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF CANFIELD, OHIO:

Section 1: The City Manager is hereby authorized to enter into a contract with Pavement Management Group for pavement condition assessment as detailed in the contract attached hereto.

Section 2: The said authorization shall not exceed a cost of \$15,000.00

Section 3: That this Ordinance and all deliberations relating to the passage of this Ordinance were held in open meetings of this Council, all pursuant to Section 121.22 of the Ohio Revised Code and Section 3.11 of the Charter of the Municipality of Canfield.

PASSED IN COUNCIL THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ A.D., 2025.

\_\_\_\_\_  
PRESIDENT OF COUNCIL

ATTEST:

\_\_\_\_\_  
CLERK OF COUNCIL

**CERTIFICATION OF PUBLICATION**

I, the undersigned Clerk of Council of the City of Canfield, Ohio, hereby certify that the foregoing Ordinance was posted in a prominent place at the Municipal Building, Canfield, Ohio for seven continuous days, to-wit: \_\_\_\_\_

\_\_\_\_\_  
CLERK OF COUNCIL

APPROVED AS TO FORM:

\_\_\_\_\_  
MUNICIPAL ATTORNEY



## YOUR PAVEMENT MANAGEMENT PROPOSAL

PREPARED: Tuesday, February 19th, 2025

FOR: MS Consultants - City of Canfield, OH



## YOUR PAVEMENT MANAGEMENT PROPOSAL FROM PMG

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**Steve Preston**

City Engineer  
East Federal Street  
Youngstown, Ohio, 44503

Dear Steve :

The following, all-inclusive proposal and managed services agreement from Pavement Management Group will provide MS Consultants - City of Canfield, OH with a turn-key pavement management program for the estimated 39-centerline mile roadway network over a three year period (tri-annual basis). The project scope and pricing provided is valid for 90 days from today's date.

To move forward, please enter the purchase order number, sign and date on the "Project Costs and Execution Page" (Page 9), and then submit electronically to schedule your project kickoff meeting.

On behalf of Team PMG, we'd like to thank you for the opportunity to service your pavement management needs and look forward to working with you!

Respectfully,



**JAMES GOLDEN**

*Founder and CEO*

(740) 507-3842

[James@PavementManagement.com](mailto:James@PavementManagement.com)

A handwritten signature in black ink that reads "James Golden III".

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## I. Introduction

Pavement Management Group (PMG) is a professional services firm based in Ohio, specializing in turnkey pavement management solutions for public agencies across the United States. Our mission is to provide standardized pavement management services that are accessible and cost-effective for municipalities and counties, helping you maximize current budgets, optimize roadway conditions, and extend the life of your infrastructure.

At PMG, we leverage our RoadINsights™ platform, a comprehensive, data-driven pavement management tool that combines streaming high-definition video, ASTM condition assessment, qualified maintenance and repair treatments, and targeted budget scenarios. This platform provides critical insights in an interactive, online format, tailored to meet your specific goals and objectives, ensuring effective management of your roadway network.

Our team of dedicated pavement experts brings expertise in pavement condition assessment, pavement performance, maintenance and repair strategies, GIS applications, project management, and advanced mobile mapping technologies. We are committed to delivering high-quality, actionable data to support your infrastructure management needs.

## II. Scope of Services

### A. Project Management and Kickoff

PMG will initiate the project with a kickoff meeting, hosted via Zoom, to ensure all stakeholders are aligned on the project's scope, timeline, and deliverables. During this meeting, our project manager will outline the specific tasks and milestones, discuss the necessary resources, and address any questions or concerns. We will also request any additional information or resources from the client that are essential for the timely and successful completion of the project. This meeting sets the foundation for a smooth and efficient project execution.

### B. Pavement Network Inventory

The inventory stage is crucial for defining and organizing the roadway network within your municipality's maintenance and repair responsibilities. During this stage, we will establish logical pavement sections, typically on a block-by-block basis, and systematically tag all relevant inventory attributes for each section. These attributes include Length, Width, Area, Surface Type, Functional Classification, Number of Lanes, Shoulder Type, and more.



A well-organized inventory of your pavement network is essential for accurate field data capture, distress identification, and condition assessment. This stage culminates in the creation of a central database that represents your entire roadway network in both data-driven and map-driven formats. The inventory will be integrated with your existing pavement network GIS and seamlessly incorporated into our RoadINsights™ platform, ensuring that all subsequent project phases are grounded in precise and comprehensive data.

### **C. Onsite Video Capture**

Following the definition and client verification of the pavement network inventory, our specialized video capture team will proceed with capturing high-definition video of all designated pavement sections. This video sets the stage for all subsequent distress identification and condition assessment activities and will be made available in high-definition, streaming format within our RoadINsights™ platform.

The video capture process is conducted by a single vehicle operated by PMG-trained professionals dedicated to this task. Designed for efficiency and minimal disruption, the capture is performed entirely from within the vehicle, requiring no traffic control or extensive mobilization. Our vehicle will operate at or below posted speed limits, ensuring a continuous and safe process. The capture is timed to occur during non-peak hours, minimizing traffic impact and ensuring the least inconvenience to the public.

Prior to the scheduled onsite drive, the project manager will provide detailed information about the driver and vehicle, which you can distribute to internal departments, law enforcement, and residents. This proactive communication ensures that all stakeholders are informed, allowing the process to proceed smoothly and without incident, while maintaining the safety and convenience of your community.

### **D. Condition Assessment**

At PMG, we utilize a proprietary Artificial Intelligence (AI) model to meticulously identify, document, and quantify all distresses within each section of the pavement network. This AI-driven process ensures comprehensive and precise capture of distress data, which is critical for effective pavement management.

Once the distress data is collected, it is imported into the PAVER pavement management system for an initial Pavement Condition Index (PCI) calculation.

## YOUR PAVEMENT MANAGEMENT PROPOSAL FROM PMG

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The PCI is a widely recognized metric that evaluates the overall condition of pavement sections on a numeric scale ranging from 0 to 100, with 0 indicating a failed pavement and 100 representing an excellent condition.

What sets PMG apart from tech and AI-only approaches is our commitment to quality assurance. Our team of PMG-trained experts, who specialize in this discipline, conducts a thorough review of all documented distress data. This meticulous quality-checking process ensures a precise and objective PCI value assignment that strictly adheres to ASTM D6433 standards. By integrating advanced AI technology with expert human oversight, we guarantee that the PCI values assigned are not only accurate but also fully compliant with industry benchmarks.

The finalized PCI allows us to classify each pavement section into one of five distinct condition categories. By following a scientific methodology as defined by the ASTM condition assessment standards and leveraging PCI high and low breakpoint categories for each of the five conditions, we can accurately qualify each roadway section for its current maintenance and repair treatment needs. This structured approach ensures that interventions are not only targeted but also highly effective in extending the life of your roadway network.

### **E. Treatment Qualification and Recommendation**

PMG leverages our standardized condition assessment values along with our expert knowledge of pavement maintenance and repair treatments currently employed by your agency or available within your geographic location. We work closely with local contractors and review your actual bids, contracts, and current pricing to gather accurate unit costs for each treatment. This data is then used to analyze and recommend the most appropriate maintenance and repair treatments for every pavement section.

The final result is a comprehensive assessment of the current treatment needs and associated repair costs for each section, categorized into one of the following five treatment categories: Rejuvenation, Maintenance, Preservation, Structural, and Rehabilitation. All this data is integrated into our centralized dataset and made accessible through our RoadINsights™ platform. This ensures that you have all the necessary insights into specific areas and sections with recommended treatments, along with a clear quantification of the associated costs.



### F. Targeted Budget Scenarios

Once all pavement conditions have been assessed and sections have been qualified for their appropriate maintenance and repair treatments, PMG is equipped to develop targeted, data-driven budget scenarios tailored to your specific goals. These scenarios are designed to provide stakeholders with clear, objective insights into the financial requirements needed to maintain or improve the roadway network over time.

Our targeted budget scenarios focus on identifying the annual funding necessary to implement PMG's recommended maintenance and repair strategies, with the goal of achieving specific average roadway network conditions over a five-year period. By analyzing the current state of your pavement network and aligning it with your budget constraints or performance goals, we offer a range of actionable scenarios.

Typical scenarios provided by PMG include:

- Annual Funding to Maintain Current Network Average PCI: This scenario outlines the funding required each year to sustain the current Pavement Condition Index (PCI) across your network, ensuring that your roadways do not deteriorate below their present condition.
- Annual Funding to Improve Network Average PCI: This scenario identifies the necessary annual investment to elevate the current network average PCI to a desired target, reflecting your long-term infrastructure goals and objectives.

These scenarios are invaluable for future planning initiatives, enabling clear communication of the current and projected status of your pavement network to residents, government officials, and other stakeholders. By providing a transparent view of the financial implications of various maintenance strategies, PMG helps you make informed decisions that balance immediate needs with long-term objectives.

### G. Project Deliverable and Closeout

The following deliverables will be provided to the client in both an online accessible format and a physical hard drive:

## YOUR PAVEMENT MANAGEMENT PROPOSAL FROM PMG

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- RoadINsights™ Web/GIS-Based Platform: Includes streaming HD video, detailed analytics, and interactive tools for managing your pavement network.
- Dedicated Shared Google Drive: A secure location for all project files, reports, and videos, easily accessible by your team.
- Final Project Report: Available in both PDF format and through our online platform for convenient access and review.
- Final Inventory and Condition Data: Delivered in multiple formats to suit your needs:
  - Excel Spreadsheet Format
  - GIS Shapefile Format
  - Google Earth Accessible Format

PMG will also host a Zoom-based meeting to present the finalized project report and deliverables. During this meeting, we will provide training on navigating your RoadINsights™ online dashboard, ensuring you can fully utilize all the tools and insights available. If desired, an onsite meeting can be arranged for an additional fee, to be discussed and agreed upon between PMG and the client.

The following Data Management, Hosting and Support Services are included for three full years, as well as complete access to your RoadINsights platform.

### **H. Data Management, Hosting and Support Services**

PMG completes our turn-key pavement management solution through our annual data management, RoadINsights hosting, consulting, training, support services:

- 3 Years of RoadINsights – Unlimited accessibility and video streaming capability
- 3 Years of Data Management for all of work history and inventory updates
- 3 Years of Continued Consulting, Training, and Support Services
  - Up to 4 Hours available with a PMG pavement management expert
  - (1) Annual program review with CEO, James Golden (Remote)
  - (1) Annual program review with EVP, Howard Mills (Remote)
  - (1) Annual council/board presentation from CEO James Golden or EVP Howard Mills (Remote)
    - Onsite presentation available for a discussed additional fee



## YOUR PAVEMENT MANAGEMENT PROPOSAL FROM PMG

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- Dedicated scheduling links and points of contact for added convenience

These services provide the critical systems, tools, data, accessibility, and resources to keep your pavement management program up to date, and in-between your condition assessment cycles.

Your pavement management services will begin on the date of our Project Review and Closeout Meeting and will end on the same anniversary date in 2027.

PMG will provide a proposal for continued tri-annual pavement management services for 2028, including any additional inventory updates, complete video capture, condition assessment and managed services for an additional three years, 30 days before expiration.

### III. Schedule

PMG recommends a Q2 2025 Project Schedule. Once PMG has received a signed copy of this proposal with the purchase order number, we will schedule and host the project kickoff meeting, typically within two weeks of receipt. The actual project schedule will be reviewed and discussed on this call, with services typically beginning within 30 days of the kickoff meeting. PMG estimates this project to be completed within 60 days of the start date.



## YOUR PAVEMENT MANAGEMENT PROPOSAL FROM PMG

### IV. Costs and Execution

The following Cost Table has been provided to outline the tasks and itemized costs associated with this project. To move forward, please enter the purchase order number, sign, date and then submit electronically to schedule your project kickoff meeting. Please note that PMG now offers an early payment discount option on NET 15 Terms!

| TASK                                                                   | TASK % | TASK COST          |
|------------------------------------------------------------------------|--------|--------------------|
| 1. Project Kickoff and Management                                      | 20%    | \$2,000.00         |
| 2. Inventory and Video Capture                                         | 30%    | \$3,000.00         |
| 3. Condition Assessment                                                | 30%    | \$3,000.00         |
| 4. Project Deliverable and Review                                      | 20%    | \$2,000.00         |
| 5. RoadInsights + Managed Services, Consulting and Support for 3 Years | NA     | \$5,000.00         |
| <i>Project Subtotal:</i>                                               |        | \$15,000.00        |
| NET 15 TERMS DISCOUNT                                                  | -3%    | -\$450.00          |
| <i>Project Total:</i>                                                  |        | <b>\$14,550.00</b> |

Accept the NET 15 Payment Term 3% Discount? Please Circle One    YES    NO

\_\_\_\_\_  
Purchase Order Number:

\_\_\_\_\_  
Authorized Signature:

\_\_\_\_\_  
Date:



### V. Invoicing and Terms

#### A. Invoicing and Point of Contact

PMG will invoice monthly, based upon project task progress and against the task percentages outlined within the cost table above. Payment terms are to be NET 30, and PMG greatly appreciates all efforts for prompt and on-time payments. We will provide supporting documents for each invoice as well.

PMG now offers a 3% discount for NET 15 Payment Terms. Please be sure to make this selection in the table above if you agree to NET 15 Terms and to receive your discount.

In the event that the discount is selected and payment is not made within 15 days, PMG will resubmit a new NET 15 invoice removing the 3% discount, which would reflect a NET 30 term.

For all payments not received on time, PMG will add a 1.5% late payment penalty.

PMG's Point of Contact for all invoicing, payment, insurance, and vendor-related documents:

**Christy Oprandi**

**Office Manager**

M: (740) 404-5762

O: (800) 638-8040

E: [Christy@PavementManagementGroup.com](mailto:Christy@PavementManagementGroup.com)

#### B. Disclaimer Statement

As a dedicated organization in the field of pavement management, we are committed to transparency and integrity in all our operations. The advice and recommendations provided through our publications, presentations, and services are based on rigorous analysis, industry standards, and our extensive experience in pavement management.

Our methodologies and suggestions are designed to provide the most effective and efficient use of public funds, ensuring the longevity and safety of roadways. We adhere strictly to the best practices established by leading industry bodies and continuously update our strategies to reflect the latest in technological advancements and regulatory requirements.



## YOUR PAVEMENT MANAGEMENT PROPOSAL FROM PMG

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We acknowledge that each roadway and community may have unique challenges and conditions. Thus, our recommendations should be adapted to meet local needs under the guidance of qualified professionals. Our ultimate goal is to assist in maintaining and improving road infrastructure, enhancing public safety, and promoting the wise use of taxpayer dollars.

It is important to note that our viewpoints and recommendations do not represent financial or legal advice but are intended to serve as a guide to better pavement management practices based on available data and proven techniques. We expressly disclaim any liability for any issues, claims, or lawsuits that may arise from or relate to the reporting of distress data within our solutions and deliverables, including any issues stemming from the sharing and streaming of our pavement video content.

### **C. Suggested Terms and Conditions**

#### **PROFESSIONAL SERVICES - TERMS AND CONDITIONS**

The following Terms and Conditions are attached to and form part of a proposal for services to be performed by Pavement Management Group, the (Consultant). Together, when the Client authorizes the Consultant to proceed with the services, constitute the Agreement. PMG is also happy to leverage an existing Professional Services Agreement that your municipality may already have in place upon review and acceptance.

#### **1. DESCRIPTION OF WORK**

1.1 Consultant shall render the services described in the Proposal (from now on referred to as the "Services") to the Client.

#### **2. TERMS AND CONDITIONS**

2.1 No terms, conditions, understandings, or agreements purporting to modify or vary these Terms and Conditions shall be binding unless made in writing and signed by the Client and Consultant.

2.2 In the event of any conflict between the Proposal and these Terms and Conditions, these Terms and Conditions shall take precedence.

2.3 This Agreement supersedes all previous agreements, arrangements, or understandings between the parties, whether written or oral, concerning or incidental to the Project.



### 3. COMPENSATION

3.1 Payment is due to the Consultant upon receipt of an invoice.

3.2 Failure to make any payment when due is a material breach of this Agreement and will entitle the Consultant, at its option, to suspend or terminate this Agreement and the provision of the Services.

3.3 Interest will accrue on accounts overdue by 30 days at the lesser of 1.5 percent per month (18 percent per annum) or the maximum legal interest rate.

3.4 Unless otherwise noted, the fees in this agreement do not include any value-added, sales, or other taxes that may be applied by the Government on fees for services. Such taxes will be added to all invoices as required.

3.5 The Client will pay by Electronic Funds Transfer (ETF) when Pavement Management Group requests.

### 4. NOTICES

4.1 Each party shall designate a representative authorized to act on behalf of that party.

4.2 All notices, consents, and approvals required hereunder shall be in writing and delivered to each party's representatives.

### 5. TERMINATION

5.1 Either party may terminate the Agreement without cause upon thirty (30) days' notice in writing. In the event of termination Consultant shall reimburse and non-performed work that has already been paid for.

5.2 If either party breaches the Agreement or fails to remedy such breach within seven (7) days of notice to do so by the non-defaulting party, the non-defaulting party may immediately terminate the Agreement.

5.3 Non-payment by the Client of Consultant's invoices within 30 days of the Consultant rendering the same is agreed to constitute a material breach and, upon written notice as prescribed above, Consultant's duties, obligations, and responsibilities are terminated. On



termination by either party, the Client shall immediately pay the Consultant all fees for the Services provided to the effective termination date.

### **6. ENVIRONMENTAL**

6.1 Except as explicitly described in this Agreement, the Consultant's field investigation, analysis testing, and recommendations will not address or evaluate pollution of soil or pollution of groundwater.

6.2 Consultant is entitled to rely upon the information provided by the Client, its consultants, and third-party sources provided such third party is, in Consultant's opinion, a reasonable basis for such information relating to subterranean structures or utilities.

### **7. PROFESSIONAL RESPONSIBILITY**

7.1 In performing the Services, the Consultant will provide and exercise the standard of care, skill, and diligence required by customarily accepted professional practices usually offered in the performance of the Services at the time and the location in which the Services were performed.

### **8. INDEMNITY**

8.1 Consultant agrees to defend, indemnify, and hold the Client and its members harmless from any claims, damages, losses, and/or expenses, direct and indirect, or consequential damages, including but not limited to attorney's fees and court and arbitration costs, arising out of, or claimed to appear out of, its performance of the Services or any part thereof accepting liability arising from the sole negligence of the Client.

### **9. LIMITATION OF LIABILITY**

9.1 It is agreed that, to the fullest extent possible under applicable law, the total amount of all claims the Client may have against Consultant under this Agreement, including but not limited to claims for negligence, negligent misrepresentation, and breach of contract, shall be strictly limited to the lesser of professional fees paid to Consultant for the Services or \$50,000.00.

Neither party shall bear any liability whatsoever for any consequential damages incurred by the other party.



9.2 As the Client's sole and exclusive remedy under this Agreement, any claim, demand, or suit shall be directed and asserted only against the Consultant and not against any of the Consultant's employees, officers, or directors.

9.3 Consultant's liability concerning any claims arising from this Agreement shall be limited to direct damages arising from the Services.

9.4 In no event shall Pavement Management Group's obligation to pay damages exceed its proportionate share of liability for causing such damages.

### **10. DOCUMENTS/DELIVERABLES**

10.1 All documents prepared by or on behalf of the Consultant in connection with the Project are instruments of service for executing the Project.

10.2 In addition to the CLinnet, the Consultant will retain the property and copyright in these documents, whether the Project is executed or not. These documents and deliverables may not be used for any other purpose without the prior written consent of the Consultant.

10.3 Any document produced by the Consultant about the Services is intended for the Client's sole use. The documents may not be relied upon by any other party without the express written consent of the Consultant, which may be withheld at the Consultant's discretion. Any such authorization will provide no greater rights to the third party than those held by the Client under the contract and will only be authorized under the conditions of the Consultant's standard form reliance letter.

10.4 Consultant cannot guarantee the authenticity, integrity, or completeness of data files supplied in electronic format ("Electronic Files"). Client shall release, indemnify, and hold Consultant, its officers, employees, Consultant, and agents harmless from any claims or damages arising from using Electronic Files. Electronic files will not contain stamps or seals, remain the property of the Consultant, are not to be used for any purpose other than that for which they were transmitted, and are not to be retransmitted to a third party without the Consultant's written consent.



### 11. PROFESSIONAL SERVICES

11.1 Consultant shall not be responsible for construction means, methods, techniques, sequences, or procedures, or for safety precautions and programs in connection with work on the Project and shall not be responsible for any contractor's failure to carry out the work by the contract documents.

11.2 Consultant shall not be responsible for the acts or omissions of any contractor, subcontractor, their agents or employees, or any other person performing any work in connection with the Project. Consultant shall not be the prime contractor or similar under any occupational health and safety legislation.

### 12. GOVERNING LAW/COMPLIANCE WITH LAWS

12.1 The Agreement shall be governed, construed, and enforced by the laws of the State of Ohio without regard to its choice of law principles.

12.2 Consultant shall observe and comply with all applicable laws, continue to provide equal employment opportunity to all qualified persons, and recruit, hire, train, promote, and compensate persons in all jobs without regard to race, color, religion, sex, age, disability or national origin or any other basis prohibited by applicable laws.

12.3 ATTORNEY'S FEES AND COSTS: If either party initiates litigation in connection with this Contract, the prevailing party in such action shall be paid its damages and reimbursed all litigation fees and costs, including reasonable attorneys' fees and expert witness fees, incurred by the prevailing party in connection with such litigation. Venue for any litigation concerning or relating to the enforcement of this Contract shall be exclusively in Licking County, Ohio.

### 13. DISPUTE RESOLUTION

13.1 If requested in writing by either the Client or Consultant, the Client and Consultant shall attempt to resolve any dispute arising out of or in connection with this Agreement by entering structured non-binding negotiations on a discriminatory basis with the assistance of a



mediator. The mediator shall be appointed by agreement of the parties.

13.2 The Parties agree that any actions under this Agreement will be brought in the appropriate court in the jurisdiction of the Governing Law or elsewhere by mutual agreement. Nothing herein prevents the Consultant from exercising statutory lien rights or remedies by legislation where the project site is located.

### **14. ASSIGNMENT**

14.1 Neither party may assign the benefit or in any way transfer the obligations under these Terms and Conditions or any part thereof without the prior written consent of the other.

### **15. SEVERABILITY**

15.1 If a court of competent jurisdiction holds any term, condition, or covenant of the Agreement to be invalid, void, or unenforceable, the remaining provisions shall be binding on the Client and Consultant.

### **16. FORCE MAJEURE**

16.1 Any default in the performance of this Agreement caused by any of the following events and without fault or negligence on the part of the defaulting party shall not constitute a breach of contract: labor strikes, riots, war, acts of governmental authorities, unusually severe weather conditions, or other natural catastrophes, disease, epidemic, or pandemic, or any other cause beyond the reasonable control or contemplation of either party. Nothing herein relieves the Client of its obligation to pay the Consultant for services rendered.

### **17. CONTRA PROFERENTEM**

17.1 The parties agree that if this Agreement is subject to interpretation or construction by a third party, this third party shall not construe this Agreement as the drafter.

### **18. BUSINESS PRACTICES**

18.1 Each Party shall comply with all applicable laws, contractual requirements, and mandatory or best practice guidance regarding improper or illegal payments, gifts, or

gratuities and will not pay, promise to pay, or authorize the amount of any money or anything of value, directly or indirectly, to any person (whether a government official or private individual) or entity for illegally or improperly inducing a decision or obtaining or retaining business in connection with this Agreement or the Services.

### **19. REQUIRED INSURANCE**

Consultant shall be deemed to be an independent contractor and as such, shall obtain, pay the premium for and keep in force adequate insurance as described below:

19.1 Worker's compensation insurance insuring the full statutory liability under the worker's compensation and occupational disease laws of the State of Florida, and Employer's Liability Insurance with the following limits:

\$1,000,000 per accident and per disease, or higher limits if necessary to satisfy umbrella requirements or applicable law.

19.2. Commercial general liability insurance on ISO's most current form or its coverage equivalent provides bodily injury, property damage, and personal injury coverages intended to protect against the claims of any persons other than the Consultant's employees.

Explosion, collapse, and or underground property damage coverage must be included.

Coverage shall be on an occurrence basis and shall include a provision naming the Client as an additional insured therein and provide at least the following limits:

\$ 1,000,000 each occurrence / \$2,000,000 aggregate, or higher to satisfy Umbrella requirements of applicable law.

19.3 Comprehensive business/automobile liability insurance includes bodily injury, property injury, and damage on any owned, non-owned, leased or hired automobiles, with a combined single limit of no less than \$1,000,000 per accident. All statutory automobile coverage shall also be provided.

19.4 Professional malpractice insurance/Professional Liability (E&O) Insurance with at least

## YOUR PAVEMENT MANAGEMENT PROPOSAL FROM PMG

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\$2,000,000 coverage limits.

19.5 Umbrella Liability Coverage affording excess coverage in the amount of \$2,000,000.

Consultant shall supply the Client with current Certificates of Insurance evidencing the coverages described herein, shall name the Client as an Additional Insured on its liability insurance coverages, and each policy shall contain a provision that the policy will not be canceled or allowed to expire until at least 30 days prior written notice has been given to the Client.

Consultant's liability insurance is primary for purposes of any covered event and, as such, must be exhausted before any attempt to secure coverage under the Client's policies.



MINUTES  
CANFIELD CITY COUNCIL  
**REGULAR MEETING/BUDGET WORK SESSION**  
MARCH 5, 2025-5:30 PM

The meeting was called to order by Mrs. Christine Oliver, President of Council, followed by the Pledge of Allegiance. The Clerk called the roll to which a quorum responded as follows: Mr. Dragish, Mr. Graham, Mr. Neff, and Mrs. Oliver.

Absent: Mr. Tieche.

Staff present: Charles Colucci, Chief of Police; Christine Stack-Clayton, Finance Director; John Rapp, Public Works Superintendent; Tyler Thorn, Zoning Inspector.

Under **PROCLAMATIONS & PRESENTATIONS**: We have our Budget Work Session.

Under **MINUTES**, the Minutes of the Regular Meeting on February 19, 2025 were approved as presented.

Under **READING OF COMMUNICATIONS**, there were none.

Under **REPORTS** of Committees, Boards, Mayor's Report, City Manager, Finance Director, Chief of Police, Zoning Inspector and Public Works Superintendent.

MRS. OLIVER: Mr. Tieche is absent, so I'll go to Mr. Neff.

MR. NEFF: We have not had a meeting since the last report.

MRS. OLIVER: Thank you. Mayor Dragish.

MR. DRAGISH: I have nothing this evening.

MRS. OLIVER: Mr. Graham.

MR. GRAHAM: Yes, Design Review met last evening. There were 3 items on the agenda, all related to the historical district. On 18 E. Main Street a new porch construction and demolition. The new residence at 309 Lisbon Street to be constructed and the demolition and new building permit for the new Dairy Queen on 224. Those were all approved. Tyler, I don't know if you've submitted the minutes yet.

ZONING INSPECTOR: Patty does them. They're not ready yet.

MRS. OLIVER: This question is going to be for Mr. Fortunato. Regarding Dairy Queen, I was asked and I said I would ask this question, they've been asking about an easement back there, they want to know if the city can hold the tenant from the storage units responsible for that easement because I guess it's really bad and there is going to be a lot of traffic going through there when the Dairy Queen gets built and they want to know what can be done.

ATTY. FORTUNATO: We looked at that. It's pretty rough back there. The city doesn't own that. If anything, it might be a property maintenance code violation. We'll take a better look at it.

MRS. OLIVER: Thank you, very much. I promised I would say something. Thank you, Mr. Graham for bringing that to my attention. I received a text message from Chief Hutchison right before I arrived here. He said, he does not have the reports ready and the only thing that he sent me was that there were 199 calls for February. So, I will not be able to relay that information until our next meeting. We'll start where we always start. Mr. Rapp our Public Works Superintendent.

PUBLIC WORKS SUPERINTENDENT: Thank you. We've been working on a couple more water breaks, one of them as recently as yesterday on Willow Way. The Consumer Confidence Report that pamphlet that you get every year about the water quality. We starting working on that. Hopefully, in the next month or 2 we'll have that ready to go. I wanted to announce that our annual stick and limb pick-up will begin the week of April 7<sup>th</sup>, that will be Quadrant 1. The week of April 14<sup>th</sup> will be Quadrant 2, the week of April 21<sup>st</sup> will be Quadrant 3, and the final and 4<sup>th</sup> week will be the week of April 28<sup>th</sup>, that will be Quadrant 4. They will only be in those quadrants that week and they won't be back around to pick-up anything that you don't have out. I got word today from DeSalvo that they're going to be removing the orange barriers around the Farmer's Bank around the corner, next week. They took the stop signs out today. We're ready to go. That's all I have.

MRS. OLIVER: Thank you. Our Finance Director, Mrs. Clayton.

FINANCE DIRECTOR: Kristin completed an Ohio Municipal League Survey on wages. They request that survey every other year. We'll be sent a copy of the report when it's compiled since we participated. If you don't participate OML charges a fee of \$15.00 to receive the results. I've been working on the 2025 budget, pretty much exclusively. That's all I have.

MRS. OLIVER: Thank you. Our Zoning Inspector, Mr. Thorn.

ZONING INSPECTOR: Thank you, Mrs. Oliver. For the month of February, we issued two zoning permits totally \$205.00. Total Valuation \$38,400.00. We have a Planning & Zoning Meeting next week, the 13<sup>th</sup>. As Mr. Graham said, the DQ is planning to move to where the old Perkins was located. That was set in motion last night. We'll be going through that process. That's all I have.

MRS. OLIVER: Thank you. Our Clerk, Mrs. Bernat.

CLERK: No report this evening.

MRS. OLIVER: Thank you. Our City Manager, Mr. D'Apolito.

MR. D'APOLITO: Thank you, Mrs. Oliver. I'm sure everybody noticed, If you drove around the Green in the last couple of days, Baird Brothers was out pruning our trees at the north-end of the Village Green. They pruned piles of trees. I want to recognize them. We're going to be holding our own auction (the city) on three vehicles that were declared surplus. Hopefully, next week, but possible the following week. It will be on our website. We'll have a 1999, International Dump Truck with the plow, a 2008 Ford Escort, and a 2008 Ford Explorer. I think I mentioned two weeks ago that, that is going to take place on our website. I will set reserves. There will be reserves for all the vehicles.

MRS. OLIVER: Did you say Ford Escort?

MR. D'APOLITO: Ford Escort.

PUBLIC WORKS SUPERINTENDENT: It's a Focus.

MR. D'APOLITO: Thank John. He'll be looking for a new job. (Laughter) Finally, our residents received letters regarding the electric aggregate. They went out to our residents. Apparently, some in the township got it as well. We've been in touch with Mr. Bellish and he got a lot of great answers.

MRS. OLIVER: We appreciate that. I think we might want to revisit that. We want to make sure that is the best rate. There are a lot of stuff on social media where other residents have been comparing, like in Boardman and places like that. We are finding out that it's higher than what is available.

MR. D'APOLITO: The only caveat that I would say on that is, you have to watch when those contracts begin. If you want to start a contract in March is going to be lower than a contract that commences in May because March and April are still the lower months. Then when you start getting into the summer the prices are higher. That is the only caveat. Right now, we still have 4.97 through April. That's all I have Mrs. Oliver. Thank you.

CHIEF OF POLICE: Thank you. We talked a little bit at the last meeting, that we're wrapping up the project that was approved over a year ago, the garage. It's just about done. We're waiting on lights to come, they're on back order. They're going to start using it as soon as they get the roll-off out of the lower lot. There were no hidden problems, no mark-ups. We're right on par with budget. We're still working on hiring. Unfortunately, I just found out that one of our invaluable, school resource officers, Tim Lamping at MCCTC, his wife,

PUBLIC WORKS SUPERINTENDENT: Tim Coler.

CHIEF OF POLICE: What did I say?

FINANCE DIRECTOR: Lamping.

CHIEF OF POLICE: Ford Escort. (Laughter)

MRS. OLIVER: It's contagious over there.

MR. DRAGISH: It's in the water at the City. (Laughter)

MRS. OLIVER: It's the weather, it's so nice you guys are all mixed up.

CHIEF OF POLICE: We called it the Tim and Tim Show. The Twin Towers. They are two of our tallest officers. Tim Lamping, thank you.

COLLECTIVELY: Tim Coler (Laughter)

CHIEF OF POLICE: Tim, his wife took a job out west in Colorado, her family is out there. She got a really good job in her line of work. He hates to leave but he is. He's an invaluable asset. This guy is capable of being a detective. He is one of our drone pilots, SRO and very effective on patrol. We're going to miss him deeply. I know his family will too. We've been fortunate with our hiring. With our competitive wages that we offer, we've been able to attract a lot of people. Actually, the two class commanders at the current police academy YSU both applied here and want to work here. We are probably going to hire one of them. We have a female, a 10-year vet at a local department and I think she's going to fit in perfect. She might fill a void as an SRO at some point. In June, Officer Mike Siroka (that's his name, right)

MR. DRAGISH: Mike.

CHIEF OF POLICE: Mike, is retiring and he's not going to stick around. He's retiring. We'll talk more about that later. We'll have that opening in the elementary schools. If none of our current people want that job, we're bringing in somebody that is qualified and certified to be an SRO. Also, our SRO's and our Patrol Officers are working together with the community and trying to educate everybody. They are trying to get out ahead of it. We're going to get better weather, soon. We had a taste yesterday. So, a lot of people are going to be out walking dogs, walking, jogging, etc. We'll work with the speed in neighborhoods but we'll work with the schools and try to get the students onboard first. That is typically where they come from. That time is coming up. Parents could express that to their young drivers. All of us, watch our speed. I've been working with Chris on budget. That's all I have.

MRS. OLIVER: Thank you.

MR. D'APOLITO: I do want to recognize Christine and the Chief. They really have put in a lot of hours.

MRS. OLIVER: Speaking of people in motorized vehicles, do we have any updates on the golf carts? We might end up being asked about that.

ATTY. FORTUNATO: I looked at it. I prepared an ordinance that we considered at staff meeting. To be honest with you, I won't speak for anybody else at the table but I'm very uncomfortable with that. The basis for my discomfort is, when you buy a vehicle, that vehicle is required to have so many things for safety, in terms of reinforce side panels, bumpers, all these things that allow us to go out there on the road and be safe. To me, we would be allowing something that is not that, out of the public roads. My opinion was, I don't think it's a good idea. I'm not recommending that we cite anybody who is doing it. But to have an ordinance allowing it and authorizing it, in my opinion, it's not a good idea. I don't want to speak for anybody else but that is my opinion.

MRS. OLIVER: Thank you for the update. Our City Attorney, Mr. Fortunato, do you have anything?

ATTY. FORTUNATO: No, I don't. I thought we were going to have an Executive Session but I was told we're not. I talked to lead counsel with the Ohio EPA at the end of last week. Mr. Neff, you asked if I was still communicating with him. I am, on a fairly regular basis. He said everything is still going well out there. Test results should have been published on the MSC website. It's going to be a long-haul. A long time and a lot of work. He has no reason to believe that they're slacking or moving away from the work that is required. He promised to keep me updated. I told him I would check in with him in about a week or so. I think it's important for me, as the Law Director to communicate with the EPA to ensure that there is compliance and that they don't need us to do anything; which they don't.

MR. NEFF: I think it would be very helpful is they could publish something that we and the community could understand with what the findings are from the test sites that they've done. For us to have to go to the website and not have the chemical forensic knowledge of what some of the tests might reveal, maybe we could get the Ohio EPA to do that for us.

ATTY. FORTUNATO: A user friendly test results.

MR. NEFF: Right.

ATTY. FORTUNATO: I can mention that.

MRS. OLIVER: Council any questions on these reports? Hearing none.

Under **QUESTIONS on REPORTS**, there were none.

Under **PERSONS DESIRING TO APPEAR BEFORE COUNCIL**: There were none.

Under **OLD BUSINESS**, there was none.

Under **NEW BUSINESS**:

CLERK: Mrs. Oliver are we doing one reading on this today?

MRS. OLIVER: Is that what you guys want to do? So, we'll do title only.

CLERK: On this one and the next one.

MRS. OLIVER: Okay.

ITEM A: Annual Appropriation Ordinance to make Appropriations for Current Expenses and Other Expenditures of the City of Canfield, State of Ohio, During the Fiscal Year Ending December 31, 2025.

MRS. OLIVER: As per the provisions of Section 4.05 of the Charter of the City of Canfield, I move that Council dispense with the requirement of a full reading of the proposed Ordinance and authorize reading by title only.

MR. NEFF: Second.

ROLL CALL ON MOTION:

4 Votes-Yes

0 Votes-No

Motion passes.

MR. DRAGISH: Madam President, I have Annual Appropriation Ordinance to make Appropriations for Current Expenses and Other Expenditures of the City of Canfield, State of Ohio, During the Fiscal Year Ending December 31, 2025. This constitutes first reading.

ITEM B: An Ordinance Providing Transfers to Various Funds.

MRS. OLIVER: As per the provisions of Section 4.05 of the Charter of the City of Canfield, I move that Council dispense with the requirement of a full reading of the proposed Ordinance and authorize reading by title only.

MR. DRAGISH: Second.

ROLL CALL ON MOTION:

4 Votes-Yes

0 Votes-No

Motion passes.

MR. NEFF: Madam President, I have an Ordinance Providing Transfers to Various Funds. This constitutes first reading.

ITEM C: An Ordinance Amending an Agreement for the Provision of Dispatch Services to the Cardinal Joint Fire District.

MRS. OLIVER: As per the provisions of Section 4.05 of the Charter of the City of Canfield, I move that Council dispense with the requirement of two readings of the proposed Ordinance and authorize adoption of the same upon its first reading.

MR. GRAHAM: Second.

|                      |                |
|----------------------|----------------|
| ROLL CALL ON MOTION: | 4 Votes-Yes    |
|                      | 0 Votes-No     |
|                      | Motion passes. |

MRS. OLIVER: As per the provisions of Section 4.05 of the Charter of the City of Canfield, I move that Council dispense with the requirement of a full reading of the proposed Ordinance and authorize reading by title only.

MR. NEFF: Second.

|                      |                |
|----------------------|----------------|
| ROLL CALL ON MOTION: | 4 Votes-Yes    |
|                      | 0 Votes-No     |
|                      | Motion passes. |

MR. GRAHAM: Madam President, I have an Ordinance Amending an Agreement for the Provision of Dispatch Services to the Cardinal Joint Fire District. I move for passage.

MRS. OLIVER: Does anybody want to elaborate on this?

ATTY. FORTUNATO: It's an extension of our dispatch service agreement. We talked about it for a long time. It just took a while. Not because of any tough negotiations. It was finding some language that everybody was comfortable with, in terms of testing hydrants and reporting those tests to the Fire District. I think everybody is pretty happy with this. Happy that the fire district is going to continue to use the PD as dispatch agent. I would ask that you pass this.

MRS. OLIVER: Questions from Council? Hearing none. Public Comments? Hearing none.

MR. DRAGISH: Second.

ROLL CALL ON ORDINANCE:

4 Votes-Yes  
0 Votes-No  
Ordinance passes.  
Ordinance 2025-05.

ITEM D: An Ordinance Amending Canfield Codified Ordinance Section 947.02 "Sale of Grave Sites"

MRS. OLIVER: As per the provisions of Section 4.05 of the Charter of the City of Canfield, I move that Council dispense with the requirement of two readings of the proposed Ordinance and authorize adoption of the same upon its first reading.

MR. DRAGISH: Second.

ROLL CALL ON MOTION:

4 Votes-Yes  
0 Votes-No  
Motion passes.

MRS. OLIVER: As per the provisions of Section 4.05 of the Charter of the City of Canfield, I move that Council dispense with the requirement of a full reading of the proposed Ordinance and authorize reading by title only.

MR. NEFF: Second.

ROLL CALL ON MOTION:

4 Votes-Yes  
0 Votes-No  
Motion passes.

MR. DRAGISH: Madam President, I have an Ordinance Amending Canfield Codified Ordinance Section 947.02 "Sale of Grave Sites" I move for passage.

MR. D'APOLITO: Upon review of our prices for graves sites, compared to other cemeteries we were very low. To be honest with you, (inaudible) we are still low. This is something I wanted to address some months ago, we had some research done. Mr. Snovak in Public Works did all of the leg work. He gave me the numbers. We came up with these new prices. They are still very low. We try to be fair to our residents.

MRS. OLIVER: Questions on Council?

MR. GRAHAM: You're building an additional ...

MR. D'APOLITO: There is going to be another columbarium. We already purchased it. The way the original one was set up, the pad was poured for a second one, in anticipation from people who have passed.

ATTY. FORTUNATO: I was just going to add that cemeteries in Ohio and probably every other state, the obligation of the cemetery owner is in-perpetuity. You don't establish a cemetery with a 40 year lifespan. Because of that in-perpetuity requirement you have to maintain it, in a manner that will allow you to continue to operate in perpetuity. Therefore, the occasional bump in raise is necessary to meet the challenge of an in-perpetuity requirement.

MR. DRAGISH: That makes sense.

MR. D'APOLITO: Having just gone through it, personally, the new prices are still incredibly low compared to other cemeteries.

MR. GRAHAM: Second.

ROLL CALL ON ORDINANCE:

4 Votes-Yes  
0 Votes-No  
Ordinance passes.  
Ordinance 2025-06.

MRS. OLIVER: Do we have any comments before we adjourn?

MR. D'APOLITO: It's my understanding that we're going to do the PowerPoint Presentation.

MRS. OLIVER: I didn't know because of Mr. Tieche.

MR. D'APOLITO: We're just going to present it tonight. Hopefully, Mr. Tieche will be back for our next meeting.

AT THIS POINT THE 2025 BUDGET POWERPOINT WAS PRESENTED.

MR. GRAHAM MADE A MOTION TO ADJOURN

MR. DRAGISH SECONDED THE MOTION.

MRS. OLIVER: We are adjourned.

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PRESIDENT OF COUNCIL

ATTEST:

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CLERK OF COUNCIL



# CITY OF CANFIELD 2025

FISCAL YEAR 2025 BUDGET PRESENTATION

&

CAPITAL BUDGET REQUEST WORK SESSION

# FISCAL YEAR 2025 BUDGET – TOTAL ALL FUNDS PROPOSED BUDGET (FUND ACCOUNTING)

| <u>Fund Name</u>                                                              | <u>Total Budget Amount</u> | <u>% of Total</u> |
|-------------------------------------------------------------------------------|----------------------------|-------------------|
| General/Self Insurance/Unclaimed Monies                                       | \$6,374,750                | 45.24%            |
| Special Revenue(Parks, Recreation, Cemetery, Police Levy, Street CM&R, Grants | \$2,925,493                | 20.76%            |
| Water                                                                         | \$2,414,996                | 17.14%            |
| Sanitary Sewer                                                                | \$1,795,711                | 12.74%            |
| Storm Water                                                                   | \$580,933                  | 4.12%             |
| <b>Total proposed FY2025 Budget</b>                                           | <b>\$14,091,883</b>        | <b>100%</b>       |

# Fiscal Year 2025 Budget – Total General Fund Proposed Budget (By Dept.)

| <u>General Fund</u>          | <u>Amount</u>         | <u>%</u>    |
|------------------------------|-----------------------|-------------|
| Police Department            | \$4,229,705.00        | 66.43%      |
| Administration Department    | \$1,028,420.00        | 16.15%      |
| IT Department                | \$254,660             | 4.0%        |
| Other Uses (Transfers)       | \$175,000             | 2.75%       |
| General Services             | \$151,000             | 2.39%       |
| Zoning Department            | \$104,440             | 1.64%       |
| County Health Board          | \$92,100              | 1.45%       |
| Municipal Attorney           | \$79,700              | 1.25%       |
| Municipal Building           | \$65,760              | 1.03%       |
| Mayor's Court                | \$54,975              | .86%        |
| Cardinal Joint Fire District | \$47,000              | .74%        |
| Street Lights                | \$40,050              | .63%        |
| State Examiner's Fees        | \$30,050              | .47%        |
| County Auditor and Treasurer | \$10,010              | .16%        |
| Civil Service Commission     | \$2,360               | .04%        |
| Armstrong Building           | \$760                 | .01%        |
| Cell Tower                   | \$310                 | .01%        |
| <b>Total General Fund</b>    | <b>\$6,367,250.00</b> | <b>100%</b> |

# FISCAL YEAR 2025 BUDGET – TOTAL CAPITAL REQUESTS

| <u>Capital Requests</u>              | <u>Total Budget Amount</u> |
|--------------------------------------|----------------------------|
| Administrative                       | \$0                        |
| Information Technology               | \$164,530.00               |
| Police                               | \$211,726.00               |
| Public Works                         | \$373,226.00               |
| Parks                                | \$47,250.00                |
| Cemetery                             | \$65,965.00                |
| Recreation                           | \$19,750.00                |
| Infrastructure Projects              | \$500,000.00               |
| <b>Total Proposed Capital Budget</b> | <b>\$1,382,447.00</b>      |

# DEPARTMENTAL BUDGET REQUEST

*ADMINISTRATIVE - \$0*

# DEPARTMENTAL BUDGET REQUEST

## INFORMATION TECHNOLOGY - \$164,530.00

|                              |          |
|------------------------------|----------|
| Cisco Catalyst 3900 Switches | \$72,000 |
| Meraki Wireless Devices      | \$8,000  |
| Meraki Switches              | \$8,000  |
| Fiber Splicing               | \$2,000  |
| Axis CCTV Security Cameras   | \$7,330  |
| City Website                 | \$30,000 |
| IT Equipment Relocation      | \$37,200 |

# DEPARTMENTAL BUDGET REQUEST

## *POLICE DEPARTMENT - \$211,726.00*

|                                   |                  |
|-----------------------------------|------------------|
| <b>Police Cruisers</b>            | <b>\$107,526</b> |
| <b>Cruiser Upfitting</b>          | <b>\$55,600</b>  |
| <b>Computer Gear for Cruisers</b> | <b>\$15,000</b>  |
| <b>Cruiser Rifles</b>             | <b>\$13,500</b>  |
| <b>Cruiser Graphics</b>           | <b>\$7,500</b>   |
| <b>Breaching Tools</b>            | <b>\$7,200</b>   |
| <b>Cruiser Radars</b>             | <b>\$5,400</b>   |

# DEPARTMENTAL BUDGET REQUEST

## *PUBLIC WORKS - \$373,226.00*

|                                                       |                     |
|-------------------------------------------------------|---------------------|
| <b>Meter Replacement</b>                              | <b>\$125,000.00</b> |
| <b>Bobcat L95 Compact Wheel Loader</b>                | <b>\$92,950</b>     |
| <b>2025 F450 Cab and Chassis</b>                      | <b>\$57,600</b>     |
| <b>Utility Body</b>                                   | <b>\$46,950</b>     |
| <b>Automated Valve Operator, Exerciser</b>            | <b>\$26,220</b>     |
| <b>John Deere Z970R Ztrak</b>                         | <b>\$9,200</b>      |
| <b>Paint and Sandblast Leaf Boxes</b>                 | <b>\$6,246</b>      |
| <b>Garage Doors for Public Works Building</b>         | <b>\$5,250</b>      |
| <b>LED Lighting Interior of Public Works Building</b> | <b>\$3,900</b>      |

# DEPARTMENTAL BUDGET REQUEST

*INFRASTRUCTURE - \$500,000.00*

|        |              |
|--------|--------------|
| Paving | \$500,000.00 |
|--------|--------------|

# DEPARTMENTAL BUDGET REQUEST

## PARKS AND RECREATION - \$132,965.00

|                             |                                          |          |
|-----------------------------|------------------------------------------|----------|
| <b><u>Village Green</u></b> |                                          |          |
|                             |                                          | \$0      |
| <b><u>Greasel Park</u></b>  |                                          |          |
|                             | Pickleball Court – Crack Repair          | 40,000   |
| <b><u>Fair Park</u></b>     |                                          |          |
|                             | Dogwood Trees                            | \$2,250  |
|                             | LED Conversion                           | \$5,000  |
| <b><u>Recreation</u></b>    |                                          |          |
|                             | Events on the Green (including Concerts) | \$13,850 |
|                             | Memorial Day                             | \$900    |
|                             | 4th of July Parade/Fireworks             | \$5,000  |
| <b><u>Cemetery</u></b>      |                                          |          |
|                             | Columbarium                              | \$65,965 |