

MINUTES OF THE HOWLAND TOWNSHIP BOARD OF TRUSTEES

The Howland Township Board of Trustees held their Regular meeting on December 27, 2012 at 2 P.M. at the Howland Township Administration Building, 205 Niles-Cortland Road N.E, Warren, Ohio.

Roll Call: Rick G. Clark - Present
James Saker - Present
Matthew G Vansuch- Present

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A motion was made by Matthew Vansuch and seconded by James Saker to suspend the reading of the December 12, 2012 minutes and accept as written.

Roll Call: Rick G. Clark - yea
James Saker - yea
Matthew G Vansuch - yea

A motion was made James Saker and seconded by Matthew Vansuch to authorize the Fiscal Officer Robert Costello to pay all outstanding invoices incurred and approve all warrants issued.

Roll Call: Rick G. Clark - yea
James Saker - yea
Matthew G Vansuch - yea

A motion was made by Matthew Vansuch and seconded by James Saker to vote on **Resolution 2012-151**

Approve the transfer by Fiscal Officer Robert Costello within the following fund:

Fund 9 – Police
09-A-01 (Salaries) to 09-A-02 (Employers Retirement) \$4,630.00

Roll Call: Rick G. Clark - yea
James Saker - yea
Matthew G Vansuch - yea

A motion was made by James Saker and seconded by Matthew Vansuch to vote on **Resolution 2012-152**

Approve that all Howland Township employees, as per the attached listing, be rehired at their current pay and benefits for year 2013.

Roll Call: Rick G. Clark - yea
James Saker - yea
Matthew G Vansuch - yea

A motion was made by Matthew Vansuch and seconded by James Saker to vote on
Resolution 2012-153

Effective January 1, 2013, approve to pay the amount of the statutorily required contribution to the Ohio Public Employees Retirement System of Ohio and shall be withheld from the gross pay of each Township Trustee, the Township Fiscal Officer and each Township employee, and shall be designated as to this designation shall have the option of choosing to receive the statutorily required contribution to the Ohio Public Employees Retirement System of Ohio instead of having it so designated by the State or of being excluded from such designation (copy of entire resolution to OPERS in in Resolution section).

Roll Call: Rick G. Clark - yea
James Saker - yea
Matthew G Vansuch - yea

A motion was made by James Saker and seconded by Matthew Vansuch to vote on
Resolution 2012-154

Authorize the annual salaries for the Howland Township Trustees and Fiscal Officer be paid maximum salary allowed per the Ohio Revised Code.

Also, approve to provide Life/AD&D insurance in the amount of \$25,000 and health insurance benefits as provided in the current group insurance policy, and as provided to the employees of Howland Township

Roll Call: Rick G. Clark - yea
James Saker - yea
Matthew G Vansuch - yea

A motion was made by Matthew Vansuch and seconded by James Saker to vote on
Resolution 2012-155

Authorize Fiscal Officer Robert Costello to request an "Amended Certificate of Estimated Resources" from the Trumbull County Auditor for the following:

(This is uncollected funds that will be budgeted and collected in 2013 upon completion of project)

REDUCE CERTIFICATE DUE TO UNCOLLECTED OPWC FUNDS:	
Fund 30C – Howland Springs Road Improvement	\$54,611.99
REDUCE <u>APPROPRIATION</u> DUE TO UNCOLLECTED MONIES:	
30-A-06C – Howland Springs Road Improvement (OPWC)	\$54,611.99

Roll Call: Rick G. Clark - yea
James Saker - yea
Matthew G Vansuch - yea

A motion was made by James Saker and seconded by Matthew Vansuch to vote on
Resolution 2012-156

Per the recommendation of Administrator Darlene St. George and Public Works Director David McCann, approve to apply with Ohio Public Works Commission for Financial Assistance in the amount of \$98,670 for the Howland 2013 Culvert Replacement Project (Cain Drive, Rolling Meadows Drive and Willow Drive). The Howland Township Board of Trustees approve to provide \$44,330 (31%) as the local match for the project. The estimated total cost of the project is \$143,000.00

Roll Call: Rick G. Clark - yea
James Saker - yea
Matthew G Vansuch - yea

A motion was made by Matthew Vansuch and seconded by James Saker to vote on
Resolution 2012-157

The Howland Township Board of Trustees authorize the following to represent Howland Township for the Ohio Public Works Commission – Application for Financial Assistance – Howland Township 2013 Culvert Replacement.

Chief Executive Officer – Administrator Darlene M. St. George
Chief Financial Officer – Fiscal Officer Robert Costello
Project Manager – Mark Buchenic of URS Engineering

Roll Call: Rick G. Clark - yea
James Saker - yea
Matthew G Vansuch - yea

A motion was made by James Saker and seconded by Matthew Vansuch to vote on
Resolution 2012-158

Fiscal Officer Robert Costello certifies that the local match of \$44,330 is available in the General Fund for the Ohio Public Works Commission – Financial Assistance-Howland Township 2013 Culvert Replacement project.

Roll Call: Rick G. Clark - yea
James Saker - yea
Matthew G Vansuch - yea

A motion was made by Matthew Vansuch and seconded by James Saker to vote on Resolution 2012-159

Authorize Fire Chief James Pantalone to advertise on Lightgov the sale of one (1) 2001 Chevrolet Impala (VIN #9105) at a minimum bid of \$1,500.00.

Roll Call: Rick G. Clark - yea
James Saker - yea
Matthew G Vansuch - yea

A motion was made by James Saker and seconded by Matthew Vansuch to vote on Resolution 2012-160

Approve to appoint Robert Nemeth as a full-time Zoning Commission member, effective January 1, 2013. Mr. Nemeth is replacing Barry Dunaway.

Term: January 1, 2013 to December 31, 2017

Roll Call: Rick G. Clark - yea
James Saker - yea
Matthew G Vansuch - yea

A motion was made by Matthew Vansuch and seconded by James Saker to vote on Resolution 2012-161

Approve to re-appoint Robert Collier, Sr. as a full-time Board of Appeals member, effective January 1, 2013.

Term: January 1, 2013 to December 31, 2017

Roll Call: Rick G. Clark - yea
James Saker - yea
Matthew G Vansuch - yea

A motion was made by James Saker and seconded by Matthew Vansuch to vote on Resolution 2012-162

Effective July 1, 2013, approve to pay the amount of the statutorily required contribution to the Ohio Police & Fire Pension Fund and shall be withheld from the gross pay of each Township Fire Department employee, and shall be designated as to this designation shall have the option of choosing to receive the statutorily required contribution to the Ohio Police & Fire Pension Fund instead of having it so designated by the State or of being excluded from such designation (copy of entire resolution to OPFP attached).

Roll Call: Rick G. Clark - yea
James Saker - yea
Matthew G Vansuch - yea

A motion was made by Matthew Vansuch and seconded by James Saker to vote on Resolution 2012-163

Approve and accept the "Amounts & Rates as Determined by the Budget Commission and Authorizing the Necessary Levies and Certifying Them to the County Auditor" for the next fiscal year commencing January 1, 2013.
(Resolution is to cover levies for Fire & Police)

Roll Call: Rick G. Clark - yea
James Saker - yea
Matthew G Vansuch - yea

A motion was made by James Saker and seconded by Matthew Vansuch to vote on Resolution 2012-164

Per the recommendation of Administrator Darlene St. George and Fire Chief James Pantalone, approve to purchase one (1) 2013 Ford Escape from Klaben Ford at a cost of \$19,479.12. The quote from the State Cooperative Purchase Program dealer was \$3,199.88 more than the Klaben Ford bid.

Roll Call: Rick G. Clark - yea
James Saker - yea
Matthew G Vansuch - yea

A motion was made by Matthew Vansuch and seconded by James Saker to vote on Resolution 2012-165

Per the recommendation of Administrator Darlene St. George and Police Chief Paul Monroe promote Patrolman Nicholas Roberts to Assistant Police Chief, effective January 1, 2013. Nicholas Roberts will receive \$58,561.68 annually, PERS Pick-Up, sick leave accumulated as per Township Policy, three (3) weeks vacation, annual clothing allowance as per the current Police Contract, and all other benefits as per the Township Policy.

Roll Call: Rick G. Clark - yea
James Saker - yea
Matthew G Vansuch - yea

A motion was made by James Saker and seconded by Matthew Vansuch to vote on Resolution 2012-166

Approve to sell to Assistant Police Chief Frank Dillon his duty weapon (Glock .40 caliber Model 22, Serial #GMT542) for the amount of \$1.00, and as per Article 30 , Section 6 of the Howland Police Collective Bargain Agreement. Assistant Police Chief Frank Dillon retired on January 1, 2013 and had 30 years service.

Roll Call: Rick G. Clark - yea
James Saker - yea
Matthew G Vansuch – yea

A motion was made by Matthew Vansuch and seconded by James Saker to adjourn at 2:30 P.M.

Roll Call: Rick G. Clark - yea
Sally B Wehmer – excused
Matthew G Vansuch – yea

Summary of Meeting:

Recognized Assistant Police Chief Frank Dillon who is retiring, effective January 1, 2013. A plaque was presented to Asst Chief Dillon who served 30 years with the Township. He was the first Dare Officer, worked many high crime cases and had been appointed as a hostage negotiator. He will be sadly missed by all.

Swore in Nicholas Roberts as the newly appointed Asst Police Chief, effective January 1, 2013. He came from Weathersfield Township and was highly recommended by previous Chief Sam Pagano. He earned Officer of the Year and is only one of three officers that holds a Master Investigator Certificate.

Approved by: Robert Costello Dated: 12/28/12
Robert Costello, Fiscal Officer

Approved by: Rick Clark Dated: 1/2/13
Rick Clark, Chairperson