

MINUTES OF THE HOWLAND TOWNSHIP BOARD OF TRUSTEES

The Howland Township Board of Trustees held their Regular meeting on August 28, 2013
4 P.M. at the Howland Township Administration Building, 205 Niles-Cortland Rd NE, Howland
Township, Ohio

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

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A motion was made by James Saker and seconded by Rick Clark to suspend the reading of the
July 23, 2013 minutes and accept as written.

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

A motion was made by Rick Clark and seconded by James Saker to authorize the Fiscal Officer
to pay all outstanding invoices incurred and approve all warrants issued.

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

A motion was made by James Saker and seconded by Rick Clark to vote on
Resolution 2013-75

Per the recommendation of Administrator Darlene St. George, approve to re-enroll in
the 2014 Group Rating Program with Frank Gates at a cost of \$11,051.00, and approve
payment to Frank Gates on August 19, 2013, Inv FG37821204-14. Frank Gates will
manage the Township's Workers Compensation cost saving programs and claims.

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

A motion was made by Rick Clark and seconded by James Saker to vote on
Resolution 2013-76

Per the recommendation of Administrator Darlene St. George, approve to renew the
contract with Community Solutions Association for the period August 1, 2013 to
July 31, 2014 at an annual cost of \$1,800.00. Community Solutions (CAPE) will
provide a "Comprehensive Employee Assistance Program" for Township employees.

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

A motion was made by James Saker and seconded by Rick Clark to vote on Resolution 2013-77

Approve to schedule Howland Township's Trick or Treat on Thursday, October 31, 2013 from 6 P.M. to 8 P.M.

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

A motion was made by Rick Clark and seconded by James Saker to vote on Resolution 2013-78

WHEREAS, the following list of properties have been cited during the month of August, 2013 in violation of the Howland Township Zoning Ordinance Section 8, A-8; Howland Township Resolution 2003-58 (Abatement, Control or Removal of Vegetation, Garbage, Refuse or Other Debris), and Howland Township Resolution 2002-93 (Establish Fines) where the yards have not been maintained; and

WHEREAS, Howland Township has received complaints from neighbors of said properties that the condition interferes with the reasonable enjoyment or use of property, and high grass and/or garbage, refuse or debris poses a safety and health threat to the neighborhood. The unsightly appearance of the properties is detrimental to the aesthetic value of the neighborhood and would cause a depreciation of property values; and

WHEREAS, the Howland Township Planning and Zoning Office has not heard from any of the property owners, by telephone or mail.

NOW, THEREFORE, BE IT RESOLVED that Howland Township declares and finds the following properties to be a nuisance.

<u>ADDRESS</u>	<u>PARCEL ID</u>
4006 Fairlawn Hts.	28-090970
1213 Deforest Road	28-121400
3115 Fairview Ave.	28-411655
2494 North Road SE	28-330230
3959 Crestview Dr.	28-473900
8396 Anderson Ave.	28-658675
1947 Ewalt Ave.	28-658200

2058 Weir Road 28-164874
2287 Fairgreen Drive 28-077851
1168 Stillwagon Rd 28-495500

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

A motion was made **by** Rick Clark and seconded by James Saker to vote on Resolution 2013-79

Per the recommendation of Administrator Darlene St. George, approve Endorsement Agreement with Constellation Energy Gas Choice, Inc. as the sole *preferred* supplier for natural gas for Howland Township residents beginning December 1, 2013 to November 30, 2014. The rate is \$4.49 per MCF plus a fixed adder of \$0.560 for all Howland Township residents.

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

A motion was made **by** Rick Clark and seconded by James Saker to vote on Resolution 2013-80

Approve and accept the “Amount & 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, 2014.

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

A motion was made **by** James Saker and seconded by Rick Clark to vote on Resolution 2013-81

Authorize the Fiscal Officer to transfer the following monies:

General Fund 1:
01-A-27 (Transfer) to 01-A-02D (Res Acct-Severance Pay) \$17,000.00
01-B-04 (Utilities) to 01-B-05 (Maintenance Supplies & Materials) \$ 3,000.00
01-J-07 (Community Planning) to 01-J-03 (Supplies) \$ 5,000.00
01-J-07 (Community Planning) to 01-J-08 (Zoning Board Fees) \$ 9,000.00

Roll Call: Rick G. Clark – yea

James T Saker – yea
Matthew G Vansuch – yea

A motion was made by Rick Clark and seconded by James Saker to vote on Resolution 2013-82

Per the recommendation of Administrator Darlene St. George, approve to participate in the Trumbull County Transit program. The Township's share is \$8,750.00 which helps reduce fares for its residents to have curb-to-curb and through-the-door service. Howland residents receive a 50% discount on the normal TCT fare and residents over 60 years of age is 25% lower than that provided to other senior citizens throughout the County.

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

A motion was made by James Saker and seconded by Rick Clark to vote on Resolution 2013-83

A Petition was heard and approved on August 22, 2013 by the Honorable Andrew D. Logan, Judge of the Trumbull County Court of Common Pleas to authorize the Fiscal Officer to request an Amended Certificate of Estimated Resources from the Trumbull County Auditor for the transfer of the following monies back to the General Fund 1 that were originally transferred from General Fund 1 for the local match of the listed projects:

Fund 30A – Henn Hyde Road Improvements	\$15,708.50
Fund 30D – Venice Heights Watershed-Phase I	\$ 1,488.67
Fund 30E – Venice Heights Watershed – Phase II	\$ 5,235.61
Fund 30F – South Bolindale Watershed – Phase I	\$15,188.31
Fund 30N – Howland Southeast Preserve	\$ 1,132.10
Fund 30P – Venice Heights Watershed – Phase IV	<u>\$13,215.32</u>
Total	\$51,968.51

(Resolution attached in its entirety)

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

A motion was made by Rick Clark and seconded by James Saker to vote on Resolution 2013-84

Per the recommendation of Planning & Zoning Director Kim Mascarella, accept the quote for the following demolition of property known as 2319 Niles-Cortland Road S.E., Parcel 28-537460:

Trumbull Contracting \$9,250.00

Other quote received:

Yoho's Action Septic Tank and Supply Inc. \$10,600.00

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

A motion was made by James Saker and seconded by Rick Clark to vote on Resolution 2013-85

Per the recommendation of Planning & Zoning Director Kim Mascarella, accept the quote for the following demolition of property known as 1393 Deforest Road , Parcel 28-575540:

Yoho's Action Septic Tank and Supply Inc. \$12,300.00

No other quotes were received.

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

A motion was made by Rick Clark and seconded by James Saker to vote on Resolution 2013-86

The Howland Township Board of Trustees accept grant funding of \$66,906 (90%) from the Ohio Public Works Commission for the 54" Storm Sewer Emergency Replacement OPWC Issue I Project (Allyson Ave). The Howland Township Board of Trustees approve to provide \$7,434 (10%) as the local match for the project. The total project cost is \$74,340.

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

A motion was made by James Saker and seconded by Rick Clark to vote on Resolution 2013-87

The Howland Township Board of Trustees authorize the following to represent Howland Township for the 54" Storm Sewer Emergency Replacement OPWC Issue I Project (Allyson Ave) :

Chief Executive Officer
Chief Financial Officer
Project Manager

Administrator Darlene M. St. George
Fiscal Officer Robert Costello
Public Works Director David McCann
URS Engineering, Inc.

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

A motion was made by Rick Clark and seconded by James Saker to vote on Resolution 2013-88

Fiscal Officer Robert Costello certifies that the local match of \$7,434 is in the General Fund 1 for the 54” Storm Sewer Emergency Replacement OPWC Issue I Project(Allyson Ave).

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

A motion was made by James Saker and seconded by Rick Clark to vote on Resolution 2013-89

Authorize Fiscal Officer Robert Costello establish Fund 30M –54” Storm Sewer Emergency Replacement OPWC Issue I Project (Allyson Ave), and also to transfer \$7,434 from General Fund 1 to Fund 30M - 54” Storm Sewer Emergency Replacement OPWC Issue I Project (Allyson Ave), and appropriate in 30-A-05M – Capital Expenditures TWP, and request an Amended Certificate of Estimated Resources from the Trumbull County Auditor

Also, request an Amended Certificate of Estimated Resources from the Trumbull County Auditor for “Other Income” in the amount of \$66,906. The \$66,906 is the amount to be received from Ohio Public Works Commission for the 54” Storm Sewer Emergency Replacement OPWC Issue I Project (Allyson Ave), and to be appropriated in 30-A-06M – Capital Expenditures OPWC.

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

A motion was made by Rick Clark and seconded by James Saker to vote on Resolution 2013-90

Authorize the Fiscal Officer to advertise for bids for the 54” Storm Sewer Emergency

Replacement OPWC Issue I Project (Allyson Ave) upon the completion of the bid specifications

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

A motion was made by James Saker and seconded by Rick Clark to vote on Resolution 2013-91

Per the recommendation of Administrator Darlene St. George, approve to contract Republic Services (aka Allied Waste) for the 2013 Howland Township Leaf Pick-Up at a cost of \$20,000, and Bob's Tree Service & Stump Removal for the 2013 Leaf Grinding at a cost of \$6,000.

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

A motion was made by Rick Clark and seconded by James Saker to vote on Resolution 2013-92

Howland Township Board of Trustees hereby resolve to enter into a commitment and partnership agreement with the Trumbull County Engineer's Office and Trumbull County Commissioners to take part in the CNG Feasibility Study submitted to the Ohio Department of Development as a Local Government Innovation Fund Loan Application.

(Resolution attached in its entirety)

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

A motion was made by James Saker and seconded by Rick Clark to vote on Resolution 2013-93

Per the recommendation of Administrator Darlene M. St. George, approve to purchase health and dental insurance for all full-time employees from Huntington Insurance, Inc. for the period September 1, 2013 thru August 31, 2014.

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

A motion was made by Rick Clark and seconded by James Saker to vote on Resolution 2013-94

Approve to reimburse all costs related to Medicare for full-time employees/spouses opting out of the Township Health Insurance.

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

A motion was made by Rick Clark and seconded by James Saker to vote on Resolution 2013-95

Approve to extend “Agreement to Repair, Remediate, and Secure House to Avoid Commencement of Demolition” between Carla L. Walchak owner of property known as 1547 Niles-Cortland Road N.E., Parcel IDs 28-517201 and 28-517202 and Howland Township until November 1, 2013 (agreement attached in its entirety).

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

A motion was made by Rick Clark and seconded by James Saker to adjourn the Trustees meeting at 5:40 P.M.

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

SUMMARY OF REGULAR MEETING:

Chuck Mackey, Bolindale Food Pantry: started with a \$4,000 grant; has been open for 16 months and spent \$7,866.88 on purchasing food from Second Harvest; 13.4 tons of food has been given away; approximately 89 households a month receive food.

Police Chief Paul Monroe: Traffic enforcement has been stepped up now that school has started. Enforcing school zone areas.

Fire Capt. Ted Luman: Safety Day was August 17th. 300-400 attended; 30 bike helmets were given away and 16 car seats were installed. At the September 11th meeting will recognize Capt. Dave Williams who will be retiring and promoting Fire Lt. Raymond Cornicelli to Captain.

Public Works Director David McCann: Shelly & Sands expedited road paving program and it may be completed before the start of school. Will apply for an OPWC grant for the 2014 Paving program. Estimated cost is \$600,000.

Planning & Zoning Director Kim Mascarella: Inspected house at 1547 Niles-Cortland Road that was originally scheduled for demolition. They owner has shown progress in following the agreement to prevent the demolition even though it has passed the deadline. Recommend that the owners be given an additional 60 days to fulfill agreement.

Tom Bettura, 2943 Hilda: Condos behind Hilda are not being taken care of. The ditch that runs around the condo development needs dredged out and drains need cleaned. This is causing flooding on my property.

Penny Pearce, 2954 Hilda: Flooding from the condo area has caused \$10,000 damage to basement.

Public Works Director David McCann responded: Property owners needs to submit a petition to the County Engineer from all property owners affected. County will either fix or contract someone to fix the problem. The benefiting landowners involved would share the cost.


Trustee Rick Clark responded: Will have the Law Director send a letter to the condo association stating that the water overflows onto Township road creating a hazard and ask them to have the ditch cleaned out.

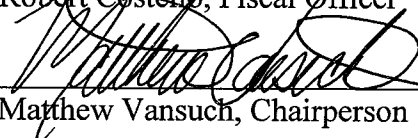
Michael Primer, 3050 Hilda: Questioned why homeowners who rent out properties cannot be held accountable for not taking care of the homes.

Trustee Matthew Vansuch responded: The Township does not have the statutory authority to regulate landlords.

Michael O'Brien, 1849 Edgewood: Commended the Howland Township EMS for their quick response and professionalism in regards to a fall on July 29 that his brother Frank. It was found that he broke his back in 2 places. The Howland Township EMS applied a cervical collar and stabilized his back.

Michael Smylie, 9248 Briarbrook: This is first Trustee meeting that he has attended and was impressed by the professional manner it was conducted.

Approved by:  Dated: 8/28/13
Robert Costello, Fiscal Officer

Approved by:  Dated: 9/5/13
Matthew Vansuch, Chairperson