

MINUTES OF THE HOWLAND TOWNSHIP BOARD OF TRUSTEES

The Howland Township Board of Trustees held their Regular meeting on December 27, 2013 at 12 noon 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

A motion was made by Rick Clark and seconded by James Saker to suspend the reading of the December 11, 2013 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 Rick Clark 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 Rick Clark and seconded by James Saker to vote on
Resolution 2013-166

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 Rick Clark and seconded by James Saker to vote on
Resolution 2013-167

Approve that all Howland Township employees, as per the attached listing, be rehired at their current pay and benefits for year 2014.

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

A motion was made by James Saker and seconded by Rick Clark to vote on
Resolution 2013-168

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

REDUCE CERTIFICATE DUE TO UNCOLLECTED OPWC FUNDS & FEMA GRANT:

Fund 30B – 2013 Culvert Replacement	\$84,038.13
Fund 30C – Howland Springs Road Improvement	\$16,326.24
Fund 30M – 54" Storm Sewer Emergency (Allyson)	\$61,370.18
Fund 31 – FEMA Asst. Firefighters Grant	\$14,957.00

REDUCE APPROPRIATION DUE TO UNCOLLECTED GRANT MONIES:

30-A-06B – 2013 Culvert Replacement (OPWC)	\$84,013.13
30-A-06C – Howland Springs Road Improvement (OPWC)	\$16,326.24
30-A-06M – 54" Storm Sewer Emergency (OPWC)	\$61,370.18
31-A-06 – FEMA Asst Firefighters Grant	\$14,957.70

REDUCE CERTIFICATE DUE TO UNCOLLECTED TAXES AND/OR OTHER INCOME:

Fund 10 – Fire District	\$8,798.10
Fund 27A – Howland Fire & EMS Training Center	\$6,977.80
Fund 30 – Ambulance & Emergency Medical	\$134,835.93

REDUCE APPROPRIATION DUE TO UNCOLLECTED MONIES:

10-A-01 – Fire District	\$8,798.10
27-A-08A – Howland Fire & EMS Training Center	\$6,977.80
30-A-15 – Ambulance & Emergency Medical	\$92,821.06
30-A-01 – Ambulance & Emergency Medical	\$42,014.87

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

A motion was made by Rick Clark and seconded by James Saker to vote on
Resolution 2013-169

Per the recommendation of Administrator Darlene St. George, approve the 2014 OPERS Sick Leave Conversion Plan for Howland Township. This is pursuant to Section 145.1 of the Ohio Revised Code and Administrative Code 145-1-26.

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

A motion was made by James Saker and seconded by Rick Clark to vote on
Resolution 2013-170

Per the recommendation of Administrator Darlene St. George, approve to retain the following firms to provide legal services on an "as needed" basis for the year 2014

Taft Stettinius & Hollister, LLP
Stefanski & Associates

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

A motion was made by James Saker and seconded by Rick Clark to vote on
Resolution 2013-171

Approve to reorganize the structure of the Planning and Zoning Department with relevant job descriptions (copy attached in its entirety).

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

A motion was made by Rick Clark and seconded by James Saker to vote on
Resolution 2013-172

Approve to clarify terms set forth in Howland Township's Zoning Resolution and Property Maintenance Code as a result of the recent reorganization of the Planning and Zoning Department (copy attached in its entirety).

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

A motion was made by James Saker and seconded by Rick Clark to vote on Resolution 2013-173

Approve to terminate the employment of the Township's Planning and Zoning Director and Assistant Planning and Zoning Director and to hire those employees into newly created positions of Zoning Administrator and Planning Director (copy attached in its entirety).

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

A motion was made by Rick Clark and seconded by James Saker to vote on Resolution 2013-174

Authorize an agreement for legal services with the office of the Trumbull County Prosecuting Attorney and Howland Township for the period January 1, 2014 through December 31, 2014 at an annual cost of \$36,000 (agreement attached).

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

A motion was made by James Saker and seconded by Rick Clark to vote on Resolution 2013-175

Effective January 1, 2014, approve to pay the amount of pick-up the statutorily required contribution to the Ohio Public Employees Retirement System of Ohio for the employees of Howland Township pursuant to I.R.C. Section 414(H)(2). (See resolution in its entirety attached)

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

A motion was made by Rick Clark and seconded by James Saker to vote on Resolution 2013-176

Authorize the Fiscal Officer to advertise the following Howland Township Police vehicle on Lightgov for a minimum bid of \$5,000:

2008 Ford Expedition XLT 4 x 4 Vin #4610

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

A motion was made by James Saker and seconded by Rick Clark to vote on Resolution 2013-177

Per the recommendation of Administrator Darlene St. George and Planning and Zoning Director Kim Mascarella, approve the updated zoning fee schedule, effective January 1, 2014 (attached).

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

A motion was made by Rick Clark and seconded by James Saker to adjourn at 12:15 P.M.

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

Summary of Meeting:

Trustee Vansuch: Presented three year executive summary of the Comprehensive Plan goals and objectives (copy attached) which includes updates where the Township is headed.

Approved by: Robert Costello Dated: 1/8/14
Robert Costello, Fiscal Officer

Approved by: Matthew Vansuch Dated: 1/8/14
Matthew Vansuch, Chairperson