

HOWLAND TOWNSHIP MINUTES

The Howland Township Board of Trustees held their Regular and Organizational meeting on January 14, 2015 at 6:00 PM at the Howland Township Administration Building, 205 Niles-Cortland Road, N.E.

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

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A motion was made by James Lapolla and seconded by Matthew Vansuch to suspend the reading of the December 30, 2014 minutes and accept as written.

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

The meeting was turned over to Fiscal Officer Robert Costello for the purpose of reorganization for year 2015:

A motion was made by Matthew Vansuch and seconded by James Lapolla to appoint Rick Clark, Chairperson of the Board of Trustees for fiscal year 2015.

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

A motion was made by James Lapolla and seconded by Rick Clark to appoint Matthew Vansuch, Vice-Chairperson of the Board of Trustees for fiscal year 2015.

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

The meeting was turned over to the newly appointed Chairperson Rick Clark.

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

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

A motion was made by James Lapolla and seconded by Matthew Vansuch to vote on
Resolution 2015-01

Regular meetings of the Board of Trustees for "2015" shall be scheduled as follows and posted on the Township bulletin board located at the Township Administration Building, 205 Niles-Cortland Road N.E.

2nd Wednesday of the month 6 P.M.
4th Wednesday of the month 4:30 P.M.

Works sessions will be held one-half hour preceding each public meeting, special meetings will be scheduled as needed, and notification will be given to the Tribune Chronicle, Vindicator and anyone requesting notification.

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

A motion was made by Matthew Vansuch and seconded by James Lapolla to vote on
Resolution 2015-02

Approve the Trustees, Fiscal Officer, and Administrator attend the State of Ohio Trustees' and Fiscal Officer's Association Convention, the National Convention, the Trumbull County Township Association meetings, and any other meetings, seminars, workshops, schools, training, conferences, or conventions that are necessary for the betterment of the Township.

The Township will reimburse allowed expenses incurred as per the Township Policy and gas mileage to be reimbursed at \$.575 per mile, approved rate by the IRS 2015.

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

A motion was made by James Lapolla and seconded by Matthew Vansuch to vote on
Resolution 2015-03

Authorize the Fiscal Officer to purchase all necessary office supplies and/or equipment for 2015.

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

A motion was made by Matthew Vansuch and seconded by James Lapolla to vote on
Resolution 2015-04

Authorize the Township employees and Zoning Board members attend job related seminars, conferences, schools, training or conventions for fiscal year 2015, after a formal request has been approved by the Department Head, Administrator and/or a Trustee.

The Township will reimburse allowed expenses incurred as per the Township Policy and gas mileage to be reimbursed at \$.575 per mile, approved rate by the IRS 2015.

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

A motion was made by Matthew Vansuch and seconded by James Lapolla to vote on
Resolution 2015-05

Authorize the Fiscal Officer to establish Fund 30E – 2015 Road Resurfacing Program and appropriate in 30-A-06E – 2015 Road Resurfacing-OPWC-Issue I - \$149,955.00.

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

A motion was made by Matthew Vansuch and seconded by James Lapolla to vote on
Resolution 2015-06

Authorize the Fiscal Officer to advertise for bid the 2015 Road Resurfacing Program upon completion of bids in the Spring/Summer of 2015.

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

A motion was made by James Lapolla and seconded by Matthew Vansuch to vote on
Resolution 2015-07

Per the recommendation of Administrator Darlene St. George and Fire Chief James Pantalone, approve to hire the following as employees in the Howland Township Fire Department:

Firefighter/Paramedic - \$12.72/hr
Bradley Hall Stuart Hunt

Firefighter/EMT - \$12.39/hr
Adam Kashien Douglas Gollan Kyle Kuriatnyk

They will be scheduled on an "as needed basis" with no regularly scheduled hours and no benefits.

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

A motion was made by Matthew Vansuch and seconded by James Lapolla to vote on **Resolution 2015-08**

Per the recommendation of Administrator Darlene St. George and Public Works Director David McCann, approve to contract Grace Services, Inc. to provide weed control at ditches, retention ponds, cemeteries at a total cost of \$1,947.00.

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

A motion was made by James Lapolla and seconded by Matthew Vansuch to vote on **Resolution 2015-09**

Approve the 2014 Township Highway System Mileage Certification for 80.328, which is the same mileage approved in 2013.

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

A motion was made by Matthew Vansuch and seconded by James Lapolla to vote on **Resolution 2015-10**

Per the recommendation of Administrator Darlene St. George and Planning Director Kim Mascarella, authorize Howland Township to enter into a cooperative agreement with the Ohio Department of Transportation (ODOT) to make pedestrian improvements and intersection and signal upgrades at locations near Howland Middle School as part of ODOT's Safe Routes to School program (TRU-Howland Township SRTS-PID #96394) and to authorize Township Administrator Darlene M. St. George to enter into contracts with ODOT, as necessary. This project was made possible by a \$400,000 Safe Routes to School grant where a local match was not required.

(NOTE: Complete resolution language is attached in its entirety.)

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

A motion was made by James Lapolla and seconded by Matthew Vansuch to vote on
Resolution 2015-11

Authorize the Fiscal Officer to advertise the following Howland Police Department items on LightGov Internet Auction:

		Minimum Bid
1	Toshiba 2550 Copier w/cabinet & side sorting tray	\$50
1	Ricoh Aficio 2022 copier w/cabinet	\$50

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

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A motion was made by Matthew Vansuch and seconded by James Lapolla to vote on
Resolution 2015-12

Approve to appoint Trustee Dr. James Lapolla as the Chairman's Designee for the Health Advisory Board.

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

Summary of Meeting:

John Allison, Manager of Howland SCOPE Center and Ralph Smith, Director of SCOPE, presented concerns over the floor condition at the Howland Center. They stated that exposed boards are subject to further deterioration that may cause a safety issue. Major areas of the wood floor are lacking varnish in the high traffic areas. Three estimates were presented for sanding, staining and applying three coats of polyurethane (copy attached of estimates). Trustees asked if they would be willing to work out a cooperative matching agreement.

Director Smith said that if the Trustees propose a cost sharing plan, he would make the effort to find funding. Trustee Clark stated that they would examine the floor and make an informed decision in the future.

Trustee Clark: Workers Compensation liability is a savings of \$41,101 from last year's liability.

Townships are going to receive \$3,822.63 from local government and also receive \$121 per Township road miles which will amount to \$9,720 and will be receipted into the General Fund.

Fire Chief Pantalone: The Fire Dept. had about 100 more runs this year than in 2013.

Police Chief Paul Monroe: Thanked Trustees for maintaining staff and hiring Carmen Altobelli as a full-time patrolman. There is one more vacant position that needs filled. Looking at hiring in about 9 months once the budget is reviewed and by applying for grants.

Public Works Director McCann: Winter has been fairly slow. Normally use around 1,200 tons of salt. So far we have only purchased 680 tons from the County.

Planning Director Mascarella: 194 permits issued and the total value of is under \$7.8 million.

A motion was made by Matthew Vansuch and seconded by James Lapolla to adjourn the regular meeting at 6:40 P.M.

Roll Call: Rick G. Clark - yea
James Lapolla - yea
Matthey G Vansuch - yea

Attested by: Robert Costello Dated: 1/15/15
Robert Costello, Fiscal Officer

Approved by: Rick G. Clark Dated: 1/15/15
Rick Clark, Chairperson