

## MINUTES OF THE HOWLAND TOWNSHIP BOARD OF TRUSTEES

The Howland Township Board of Trustees held their Regular meeting on September 14, 2016 at 6:00 P.M. at Howland Township Administration Building, 205 Niles-Cortland Rd. N.E., Howland Township, Ohio

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

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A motion was made by Dr. James Lapolla and seconded by Matthew Vansuch to suspend the reading of August 3 and September 9, 2016 minutes and accept as written.

**Roll Call:** Rick G. Clark – yea  
Dr. James J Lapolla – yea  
Matthew G Vansuch – yea

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

**Roll Call:** Rick G. Clark – yea  
Dr. James J Lapolla - yea  
Matthew G Vansuch – yea

A motion was made by Dr. James Lapolla and seconded by Matthew Vansuch to vote on Resolution 2016-72

Approve resolution for the purpose of clarifying certain language in Howland Township Board of Trustees Resolution 2014-84 concerning a loan from Middlefield Banking Company to purchase a 2014 Braun Express Ambulance (resolution attached in its entirety).

**Roll Call:** Rick G. Clark – yea  
Dr. James J Lapolla – yea  
Matthew G Vansuch – yea

A motion was made by Matthew Vansuch and seconded by Dr. James Lapolla to vote on Resolution 2016-73

Approve accepting the Amount and Rates as Determined by the Budget Commission and Authorizing the Necessary Tax Levies and Certifying them to the County Auditor for fiscal year commencing January 1, 2017 (resolution attached in its entirety).

**Roll Call:** Rick G. Clark – yea  
Dr. James J Lapolla – yea  
Matthew G Vansuch – yea

A motion was made by Dr. James Lapolla and seconded by Matthew Vansuch to vote on Resolution 2016-74

Approve the School Resource Officer Contract between the Board of Education for Howland Local School District and the Board of Trustees of Howland Township for the period from August 29, 2016 until June 1, 2017 for a total cost of \$34,015 (contract attached in its entirety).

**Roll Call:** Rick G. Clark – yea  
Dr. James J Lapolla – yea  
Matthew G Vansuch – yea

A motion was made by Matthew Vansuch and seconded by Dr. James Lapolla to vote on Resolution 2016-75

Accept the resignation of Part-Time Police Office Marcus Coonce, effective September 22, 2016.

**Roll Call:** Rick G. Clark – yea  
Dr. James J Lapolla – yea  
Matthew G Vansuch – yea

A motion was made by Dr. James Lapolla and seconded by Matthew Vansuch to vote on Resolution 2016-76

Per the recommendation of Administrator Darlene St. George, approve to renew the Township's health, dental and life insurance for all full-time employees with Huntington Insurance, Inc. (Anthem) for the period September 1, 2016 to August 31, 2017.

**Roll Call:** Rick G. Clark – yea  
Dr. James J Lapolla – yea  
Matthew G Vansuch – yea

A motion was made by Matthew Vansuch and seconded by Dr. James Lapolla to vote on Resolution 2016-77

Approve to contract John Albers, of Albers and Albers to represent Howland Township in such matters as assigned by the Board of Trustees.

**Roll Call:** Rick G. Clark – yea  
Dr. James J Lapolla – yea  
Matthew G Vansuch – yea

A motion was made by Dr. James Lapolla and seconded by Matthew Vansuch to vote on Resolution 2016-78

Approve a six (6) month moratorium on the issuance of permits for dispensing marijuana within Howland Township, effective immediately.

**Roll Call:** Rick G. Clark – yea  
Dr. James J Lapolla – yea  
Matthew G Vansuch – yea

A motion was made by Matthew Vansuch and seconded by Dr. James Lapolla to vote on Resolution 2016-79

Authorize the Fiscal Officer to advertise the following items for sale on LightGov Auction Site (list attached to its entirety).

**Roll Call:** Rick G. Clark – yea  
Dr. James J Lapolla – yea  
Matthew G Vansuch – yea

A motion was made by Dr. James Lapolla and seconded by Matthew Vansuch to vote on Resolution 2016-80

Per the recommendation of Administrator Darlene St. George, approve to hire Lori Stull as a Part-Time Postal Employee, effective immediately. Mrs. Stull will receive \$10.28 per hour, with no benefits and scheduled on an “as needed basis”.

**Roll Call:** Rick G. Clark – yea  
Dr. James J Lapolla – yea  
Matthew G Vansuch – yea

A motion was made by Matthew Vansuch and seconded by Dr. James Lapolla to vote on Resolution 2016-81

Authorize the Fiscal Officer to transfer the following monies within the following funds:

General Fund 1:

01-A-27 (Transfers) to 01-M-02 (Material & Road Maint) \$35,000

Farmers Market Expansion Project Fund 32B:

32-A-03B (Contracts) to 32-A-02B (Employers Retirement) \$ 1,000

**Roll Call:** Rick G. Clark – yea  
Dr. James J Lapolla – yea  
Matthew G Vansuch – yea

A motion was made by Dr. James Lapolla and seconded by Matthew Vansuch to vote on Resolution 2016-82

Approve Howland Township's "Trick or Treat" be scheduled for Monday, October 31, 2016 from 6 PM to 8 PM.

**Roll Call:** Rick G. Clark – yea  
Dr. James J Lapolla – yea  
Matthew G Vansuch – yea

A motion was made by Dr. James Lapolla and seconded by Matthew Vansuch to vote on Resolution 2016-83

Approve to amend Resolution 2016-38, dated May 11, 2016 to state the following:

Approve to support the naming of Howland Bridge 6 "Vietnam Veterans Bridge". The naming is sponsored by the Vietnam Veterans Association.

**Roll Call:** Rick G. Clark – yea  
Dr. James J Lapolla – yea  
Matthew G Vansuch – yea

A motion was made by Matthew Vansuch and seconded by Dr. James Lapolla to vote on Resolution 2016-84

WHEREAS, the following list of properties have been cited during the month of September, 2016 in violation of the Howland Township Zoning Ordinance Section 8, A-8 Howland Township Resolution 2003-58 (Abate, 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>
2767 Bolin Ave.	28-035170
3781 Boston	28-071530
1213 Deforest Road	28-121400
4006 Fairlawn Hts.	28-090970
3435 Birchwood	28-622000
8474 High St.	28-559375
3765 Dawson Drive	28-428000
2812 Elizabeth Ave.	28-593651

**Roll Call:** Rick G. Clark – yea  
Dr. James J Lapolla – yea  
Matthew G Vansuch – yea

A motion was made by Dr. James Lapolla and seconded by Matthew Vansuch to vote on Resolution 2016-85

Amend Resolution 2016-57, dated July 13, 2016 approving the sale of two (2) 2008 Chevy Impala Police Vehicles.

Authorize the Fiscal Officer to adjust the bid amount from \$4,600 minimum bid to \$3,000 minimum bid for each 2008 Chevy Impala Police Vehicle advertised on LightGov Auction, ending serial numbers 9706 and 0366.

**Roll Call:** Rick G. Clark – yea  
Dr. James J Lapolla – yea  
Matthew G Vansuch – yea

A motion was made by Matthew Vansuch and seconded by Dr. James Lapolla to vote on Resolution 2016-86

Approve to nominate Howland Township Planning Director Kimberly Mascarella to represent Howland Township for the Natural Resource Assistance Council-Green Space Conservation Program – District 6 Public Works Integrating Committee for a three year term.

**Roll Call:** Rick G. Clark – yea  
Dr. James J Lapolla – yea  
Matthew G Vansuch – yea

A motion was made by Dr. James Lapolla and seconded by Matthew Vansuch to vote on Resolution 2016-87

Per the recommendation of Administrator Darlene St. George and Fire Chief James Pantalone, approve the hourly rate increase and job title adjustment to the Howland Township Fire & EMS Training Center, effective September 16, 2016:

Eliminate the Asst. Instructor  
Add Probationary Instructor at a hourly rate of - \$11.73  
Increase Lead Instructor hourly rate - \$18.50

**Roll Call:** Rick G. Clark – yea  
Dr. James J Lapolla – yea  
Matthew G Vansuch – yea

A motion was made by Dr. James Lapolla and the motion died for a lack of a second Resolution 2016-88

Approve to refund \$9,000 zoning permit violation fee to Avalon Holdings for a permit that was not obtained prior to the construction of an addition.

\* Trustee Matthew Vansuch removed himself from the meeting due to a conflict of interest prior to the motion being made.

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

**Roll Call:** Rick G. Clark – yea  
Dr. James J Lapolla – yea  
Matthew G Vansuch – yea

#### Summary of Meeting:

Fire Chief James Pantalone: The Fire Dept. will hold a Safety Day on October 1<sup>st</sup> at Home Depot. Friday, September 16<sup>th</sup> the Fire Dept. will reopen the Bolindale Fire Station. It will be open from 7 AM to 4 PM, seven days a week, with either 2 full-time employees or 2 part-time employees, or a combination of both.

Police Chief Paul Monroe: As of October 3<sup>rd</sup>, the Police Department will change the front desk office hours from 7:30 A.M. to 7:30 P.M. to 9 A.M. to 5 P.M. Part-time officers have been manning the desk. We have been monitoring the activity in the evening and it has been very light. This will result in a yearly savings of \$15,000.


Public Works Director David McCann: Finishing summer time work. Will start skim paving next week. The Township will utilize the County's tack truck. Limb and Branch pick-up has been scheduled and will begin in October. It is on the Township's web site and in the Tribune weekly.

Zoning Planning Director Kim Mascarella: There were six permits issued in 2015 for single family homes and Zoning has already issued 18 permits for 2016. A total permit valuation of \$7.4 million for this year compared to \$4 million in 2015.

Robert Marino Sr., Niles, Ohio: Thanked the Trustees for approving the naming of the Howland Bridge as "Vietnam Veteran's Bridge". Mr. Marino was a Persian Gulf War veteran and veterans are very dear to him. All the veterans appreciate what the Trustees have done. There will be a dedication on October 29<sup>th</sup> at 10 A.M.

Fire Chief Pantalone explained the Training Center Instructor Rate Adjustment (copy attached to the minutes).

Approved by:  Dated: 9/16/16  
Robert Costello, Fiscal Officer

Approved by:  Dated: 9/17/16  
Rick G. Clark, Chairperson