

MINUTES OF THE HOWLAND TOWNSHIP BOARD OF TRUSTEES

The Howland Township Board of Trustees held their Regular meeting on June 21, 2017 at 4:30 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 – Excused  
Matthew G Vansuch- Present

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A motion was made by Matthew Vansuch and seconded by Rick Clark to excuse Trustee Dr. James Lapolla for personal reasons.

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

A motion was made by Matthew Vansuch and seconded by Rick Clark to suspend the reading of May 24, 2017 minutes and accept as written.

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

A motion was made by Matthew Vansuch and seconded by Rick Clark 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 – excused  
Matthew G Vansuch –yea

A motion was made by Matthew Vansuch and seconded by Rick Clark to vote on Resolution 2017-64

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

General Fund 1:  
01-A-27 (Transfers) to 01-B-05 (Maint Supplies & Materials) \$5,000  
  
Police Fund 9:  
09-A-06 (New Bldgs & Additions) to 09-A-14 (Other Exp) \$5,000

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

A motion was made by Matthew Vansuch and seconded by Rick Clark to vote on Resolution 2017-64A

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, 2017 to August 31, 2018.

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

A motion was made by Matthew Vansuch and seconded by Rick Clark to vote on Resolution 2017-65

Authorize Administrator Darlene St. George to send a letter to Ohio Public Employee's Retirement System (OPERS) notifying them that Howland Township Trustees will no longer pay the bargaining and non-bargaining employee retirement contribution, employer codes 8252-08 and 9832-08, effective July 1, 2017.

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

A motion was made by Matthew Vansuch and seconded by Rick Clark to vote on Resolution 2017-66

Approve a three (3) year contract for Police and Public Works Department as fully written herein, and approve a 1% increase in wages for all full-time Police, Public Works and non-bargaining employees, July 1, 2017.

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

A motion was made by Matthew Vansuch and seconded by Rick Clark to vote on Resolution 2017-67

Accept the resignation of PT Firefighter/Paramedic Brandon Gaines, effective immediately.

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

A motion was made by Matthew Vansuch and seconded by Rick Clark to vote on Resolution 2017-68

WHEREAS, the following list of properties have been cited during the month of June, 2017 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 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>
1008 North Road SE	28-130200
7565 Dawson	28-428000
4409 Sunnybrook	28-534150
0 Draper Ave.	28-285602/28-285603
1215 Pleasant Valley	28-341560
2058 Weir Road	28-164874
3570 Hightree	28-385100
459 Willow S.E.	28-006400
2033 Stillwagon	28-404951
8442 Deer Creek	28-468760
371 Clifton Dr NE	28-292700
3715 Ravenwood	28-431460
4006 Fairlawn Hts.	28-090970
1947 Ewalt	28-658200

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

A motion was made by Matthew Vansuch and seconded by Rick Clark to vote on Resolution 2017-69

Approve to schedule a Public Hearing on July 26, 2017, immediately following the regular meeting, to review the Annual Alternative Tax Budget of Howland Township for the next succeeding fiscal year ending December 31, 2018.

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

A motion was made by Matthew Vansuch and seconded by Rick Clark to vote on Resolution 2017-70

Per the recommendation of Administrator Darlene St. George and Police Chief Nick Roberts, approve Howland Township Police Policy & Procedures General Order 128, Section 128 – Nasal Narcan Administration, effective June 21, 2017.

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

A motion was made by Matthew Vansuch and seconded by Rick Clark to vote on Resolution 2017-71

Per the recommendation of Police Chief Nick Roberts, approve the new D1 Liquor Permit for Uroseva Enterprise, LLC, DBA Cork & Cap Bottle Shop & Tasting Room, located at 3225 Elm Road Howland Township, Trumbull County, Ohio.

D1 – Beer only for on premises consumption or in original sealed containers for carry out only until 1 A.M.

D5 – Spirituous liquor for on premises consumption only, beer, wine and mixed beverages for on premises, or off premises in original sealed containers, until 2:30 a.m.

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

A motion was made by Matthew Vansuch and seconded by Rick Clark to vote on Resolution 2017-72

Authorize the Fiscal Officer to request an advance from the Trumbull County Auditor for the 2<sup>nd</sup> Half Real Property Tax Settlement.

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

A motion was made by Matthew Vansuch and seconded by Rick Clark to vote on Resolution 2017-73

WHEREAS, the Howland Township Trustees authorize the Trumbull County Grants Manager to prepare the FY2017 Economic Development Administration Public Works Assistance Program Grant Proposal and Final application (CFDA #11-300 – Investments for Public Works and Economic Development Facilities) for the Golden Triangle Infrastructure Improvement Project – Dietz and Industrial Access Road Improvements – in the amount of \$900,000 in partnership with the Board of Trumbull County Commissioners, the Trumbull County Engineer, and the City of Warren.

WHEREAS, this request for funding reflects fifty percent (50%) of the total project cost in the amount of \$1,800,000 for the purpose of completing infrastructure improvements within the Golden Triangle Industrial Area including the Dietz Road Reconstruction Project and the Industrial Access Road Project identified in the Golden Triangle Infrastructure Improvement Plan, approved by the Howland Township Trustees on October 14, 2015 in partnership with the Board of Trumbull County Commissioners, the Trumbull County Engineer, and the City of Warren, and;

NOW, THEREFORE, BE IT RESOLVED the Howland Township Trustees designate Administrator Darlene St. George as the authorized representative with the authority to execute all documents associated with the proposal, application and any resulting grant.

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

A motion was made by Matthew Vansuch and seconded by Rick Clark to vote on Resolution 2017-74

Per the recommendation of Administrator Darlene St. George and Public Works Director David McCann, approve to contract the Trumbull County Engineer's Office to prepare and advertise the OPWC 2017 Howland Township Road Improvement Program.

The Howland Township Board of Trustees authorize the following to represent Howland Township for the Ohio Public Works Commission 2017 Road Improvement Program:

Chief Executive Officer – Administrator Darlene M. St. George  
Chief Financial Officer – Fiscal Officer Robert Costello  
Project Managers – Public Works Director David McCann  
Trumbull County Engineer's Office

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

A motion was made by Matthew Vansuch and seconded by Rick Clark to vote on Resolution 2017-75

Per the recommendation of Administrator Darlene St. George and Fire Chief James Pantalone, approve to hire the following as a Full-Time Firefighter/Paramedic, effective June 2, 2017.

Matthew Fulmer – 100% of Hourly Base Rate - \$17.85  
Medic Rate - \$62.50/pay

Matthew Fulmer will receive pension pick-up and all benefits as per the Township Personnel Policy and Firefighter's Union Contract.

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

A motion was made by Matthew Vansuch and seconded by Rick Clark to vote on Resolution 2017-76

Per the recommendation of Police Chief Nick Roberts, approve to promote Patrolman Jeffrey Sescourka to Sergeant, effective July 1, 2017.

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

A motion was made by Matthew Vansuch and seconded by Rick Clark to vote on Resolution 2017-77

Per the recommendation of Administrator Darlene St. George, and Police Chief Nick Roberts, approve to hire the following as patrolmen:

Keith Peterson, effective July 1, 2017      Jordan Wert, effective July 16, 2017

They will receive 85% of the current hourly rate, upon completion of field training they will receive 90% of the current hourly rate, and after one (1) year 100% of the current

hourly rate, all benefits as per the Township Policy, Police Contract and the regulations as per the Howland Township Police Rules & Procedure Manual.

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

A motion was made by Matthew Vansuch and seconded by Rick Clark to adjourn the meeting at 5:15 P.M.

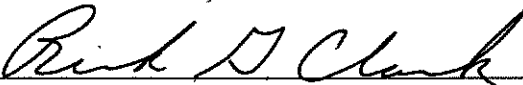
**Roll Call:** Rick G. Clark – yea  
Dr. James J Lapolla – excused  
Matthew G Vansuch – yea

Summary of Meeting:

Fire Chief James Pantalone: Special credit to Administrator Darlene St. George and Zoning Director Kim Mascarella in securing grant money for the Golden Triangle. That project not only dealt with infrastructure and roadway improvements, it also incorporated fire hydrants and additional items that were needed for Flex Strut.

Public Works Director David McCann: Doing repairs to catch basins in preparation for the paving project that will begin soon. Butch & McCree will start the widening of Willow and Woodland on Tuesday. They will also pave the 6 streets that were bid on for the 2016 Road Paving Project.

Approved by:  Dated: 6/22/17  
Robert Costello, Fiscal Officer

Approved by:  Dated: 6/22/17  
Rick Clark, Chairperson