

MINUTES OF THE HOWLAND TOWNSHIP BOARD OF TRUSTEES

The Howland Township Board of Trustees held their Regular meeting on November 14, 2018 at 6 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 Matthew Vansuch and seconded by Dr. James Lapolla to excuse Robert Costello for personal reasons.

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 suspend the reading of October 10, 2018 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 2018-94:

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

Fund 09: Police District			
09-A-07 (Tools & Equip)	to	09-A-14 (Other Expense)	\$3,000.00
Fund 01: General			
01-A-02D (Reserv Acct-Sev)	to	01-A 02 (Salary-Clerk)	\$ 778.85
01-A-02B (Adm Ass't)	to	01-A-02 (Salary-Clerk)	\$ 556.15
01-A-27 (Transfers)	to	01-B-03 (Admin Bldg.-Repairs, Maint.)	\$5,300.00
01-A-27 (Transfers)	to	01-A-01 (Salaries-Trustees)	\$4,500.00
01-A-27 (Transfers)	to	01-A-03 (Travel & Other Exp)	\$1,000.00
01-A-27 (Transfers)	to	01-A-04 (Supplies-Admin)	\$1,000.00
01-G-02 (Equip-Police)	to	01-G-06 (Other Expense-Police)	\$2,500.00
01-G-02 (Equip-Police)	to	01-G-08 (Fuel – Police)	\$1,000.00

Fund 10: Fire District

10-A-02 (Employer's Retirement Contribution) to 10-A-01 (Salaries)	\$10,000.00
10-A-06 (New Buildings & Equipment) to 10-A-02A (Employer's Reserve Retirement Contribution)	\$24,075.00

Fund 30: Ambulance & Emergency Medical

30-A-08 (Tools and Equip) to 30-A-10 (Repairs)	\$8,000.00
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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 2018-95:

Howland Township Board of Trustees find it necessary to transfer funds from the Township Funds 30B, 30D & 30M to Howland Township's General Fund 1 in accordance with R.C. 5705.14 – R.C. 5705.16.

The petition to transfer \$12,143.53 which represents the total unexpended balance of three funds established to acquire and complete certain permanent improvements of the Township.

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 2018-96:

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

INCREASE CERTIFICATE DUE TO ADDITIONAL OTHER SOURCES:

Police Fund 9:	09-TF (Traffic Camera Fines)	\$175,000.00
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INCREASE APPROPRIATION DUE TO ADDITIONAL OTHER SOURCES:

Police Fund 9:	09-A-07 (Tools & Equipment)	\$175,000.00
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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 2018-97:

Approve to schedule a Public Hearing, December 12, 2018 at 6:00 P.M., immediately following the Board of Trustees Regular meeting. The purpose of this public hearing is the First Reading of Home Rule Resolution 2018-18, to consider adopting:

Prohibiting the Placement of Refuse in Howland Township - Maintained Streets, Highways, Alleys, Storm Sewer Manholes, Inlets, or Catch Basins.

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 2018-98:

Approve to participate in the Ohio Dept. of Administrative Services Cooperative Purchasing Program for Fiscal year 2019 for a fee of \$100.00

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 2018-99:

Per the recommendation of Administrator Darlene St. George approve using E-Bay to perform on-line surplus property networking auction services at no annual fee or start-up fee to the Township.

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 2018-100:

Per the recommendation of Administrator Darlene St. George, approve to increase Township Administrative Assistant Vanessa Stroup's hourly rate from \$20.92 to \$26.00 effective November 1, 2018.

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 2018-101:

Declare the month of November as "Safety Service Appreciation" month.

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 2018-102:

The Howland Township Trustees approve the sale of the following Police Department items on auction site GovDeals. These items are unneeded, obsolete or unfit personal property.

Xerox WorkCentre 7335

2009 Chevrolet Impala Police Vehicle: Vin#: 2G1WS57M791304172

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 2018-103:

Per the recommendation of Police Chief Nick Roberts, the Board of Trustees of Howland Township “DO NOT” request a hearing for the transfer of the C1, C2, D6 liquor permits from Valley View Food LLC, DBA Valley View Foot Mart to Alex Sammi LLC, DBA Valley View Food Mart, located at 2110 Elm Rd.

- C1 Beer only in original sealed container for carry out only.
- C2 Wine and mixed beverages in sealed containers for carry out.
- D6 Sale of intoxicating liquor on Sunday between the hours 10:00am or 11:00am and midnight.

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 2018-104:

Per the recommendation of Administrator Darlene St. George and Fire Chief James Pantalone, approve to hire the following as Variable Hour Part-time employees in the Howland Fire Department. They will receive no benefits and will be scheduled on an “as needed basis”, effective November 16, 2018.

Kyle Maffitt – Firefighter/EMT	\$12.39
Cyler Reed – Firefighter/EMT	\$12.39
Nicholas Schreckengost – Firefighter/EMT	\$12.39
Robert Geiselman – Firefighter/Paramedic	\$12.72
William Steiner – Firefighter/Paramedic	\$12.72

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 2018-105:

Per the recommendation of Administrator Darlene St. George and Fire Chief James Pantalone, accept the resignation of the following Part-time employees in the Howland Fire Department effective immediately.

Brian Barton

Sonjia Ferenac

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 2018-106:

Per the recommendation of Administrator Darlene St. George and Fire Chief James Pantalone, authorize the following promotions in the Howland Fire Department, effective November 16, 2018.

Firefighter/Paramedic Raymond Pace	to	Lieutenant/Paramedic
Lieutenant/Paramedic Brian Pugh	to	Captain/Paramedic

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 2018-107:

Accept the letter of retirement from Captain/Paramedic Raymond Cornicelli effective November 5, 2018. Mr. Cornicelli's last day of employment was November 4, 2018

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 2018-108:

Accept the letter of retirement from Township Administrative Assistant Vivian McDowell effective November 1, 2018. Mrs. McDowell's last day of employment was October 31, 2018.

A motion was made by Matthew Vansuch and seconded by Dr. James Lapolla to adjourn the meeting at 7:40 P.M.

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

Summary of Meeting:

John McGoren – Republic Services

There will be a small increase to garbage rates effective 1/1/2019. This will amount to \$.50 per home.

A new flyer will be mailed to all residents of the township with updates and reminders about the recycling program. A few important items on the flyer: when placing recycled material in bins, please do not put in plastic bags. It must go in loose. It does list glass as acceptable but that could change any day. Plastics such as yogurt containers or plastic cups are no longer acceptable, as there is no market for them. Please do not put toys, garden hoses or pizza boxes in recycling anymore. The grease in pizza boxes contaminates the cardboard.

Matt Vansuch: The holiday tree lighting is next Sunday, November 25th from 4-6 P.M. The tree will be put up this week and the lights soon afterwards.

Dr. James Lapolla: The fill the boot will be held the day after Thanksgiving from 10:00 a.m. to 1:00 p.m.

Dave McCann: The department is still working on Limb and Branch pickup on the west side of the Township and should be done by the end of the week weather permitting.

Approved by: Robert M Costello Dated: 11/15/18
Robert M. Costello, Fiscal Officer

Approved by: Matthew Vansuch Dated: 11/21/18
Matthew Vansuch, Vice Chairperson-Trustee