

**MINUTES OF THE HOWLAND TOWNSHIP BOARD OF TRUSTEES**

The Howland Township Board of Trustees held their Regular meeting on November 13, 2019 at 6 P.M. at Howland Township Administration Building, 205 Niles-Cortland Rd. N.E., Howland Township, Ohio.

**Roll Call:** Dr James LaPolla – Present  
Rick Clark – Present  
Matthew Vansuch – Present

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A motion was made by Matthew Vansuch and seconded by Rick Clark to suspend the reading of October 9, 2019 meeting minutes and accept as written.

**Roll Call:** Dr. James J LaPolla -yea  
Rick Clark -yea  
Matthew Vansuch -yea

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

**Roll Call:** Dr. James J LaPolla -yea  
Rick Clark -yea  
Matthew Vansuch -yea

A motion was made by Matthew Vansuch and seconded by Rick Clark to vote on Resolution 2019-107:

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

**Fund 2031 – Road:**

2031-390-360 (Contracted Services) to 2031-390-490 (Supplies and Materials) \$20,000.00

2031-330-720 (Buildings) to 2031-330-420 (Supplies) \$1,500.00

**Fund 2281 - Ambulance and EMS:**

2281-230-190 (Salaries) to 2281-230-220 (Insurance Benefits) \$30,000.00

2281-230-230 (Workers Comp) to 2281-230-420-4500 (EMS Supplies) \$6,000.00

A motion was made by Rick Clark and seconded by Matthew Vansuch to vote on Resolution 2019-108:

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

**Fund 2081: Police District Reduction of \$300,000.00 Uncollected Revenue**

**Revenue Budget**

2081-401-6000 (Fines) (\$300,000.00)

**Appropriation Budget**

2081-210-190-3000(Salary Severance) - \$117,752.44  
 2081-210-318 (Training Services) - \$20,000.00  
 2081-210-323 (Repairs & Maint) - \$18,000.00  
 2081-210-323-6500 (Vehicle Repairs) - \$20,000.00  
 2081-210-420 (Operating Supplies) - \$14,900.00  
 2081-210-420-7000 (Fuel) - \$ 1,843.73  
 2081-210-430 (Small Tools & Equip) - \$10,657.57  
 2081-210-590 (Other Expense) - \$18,045.90  
 2081-210-20 (Buildings) - \$78,800.36

**Total (\$300,000.00)**

**Fund 4401: 2017 Road Resurfacing OPWC Decrease (\$93,476.84)  
(OPWC Project is Complete)**

**Revenue Budget**

4401-538 (Local Public Works Commission) (\$93,476.84)

**Appropriation Budget**

4401-330-730-2100 (Improvement of Sites (OPWC Grant Contribution) (\$93,476.84)

**Fund 4404: 2018 Road Resurfacing OPWC Decrease (\$5,246.44)  
(OPWC Project is Complete)**

**Revenue Budget**

4404-538 (Local Public Works Commission) (\$5,246.44)

**Appropriation Budget**

4404-330-730-2100 (Improvement of Sites (OPWC Grant Contribution) (\$5,246.44)

**Roll Call:** Dr. James J LaPolla -yea  
 Rick Clark -yea  
 Matthew Vansuch -yea

A motion was made by Matthew Vansuch and seconded by Rick Clark to vote on Resolution 2019-109:

Approve to repeal Resolution 2019-060 the Covenant Agreement between Howland Township Trustees and North Eastwood LLC.

**Roll Call:** Dr. James J LaPolla -yea  
 Rick Clark -yea

Matthew Vansuch -yea

A motion was made by Matthew Vansuch and seconded by Rick Clark to vote on Resolution 2019-110:

Motion to approve a revised Environmental Covenant Agreement between North Eastwood LLC and Howland Township Trustees on approximately a 38.338 acre tract of property. The new agreement reflects language changes made per the request of the Army Corps of Engineers. The new Covenant Agreement will be recorded with the deed per ORC 317.08

**Roll Call:**  
Dr. James J LaPolla -yea  
Rick Clark -yea  
Matthew Vansuch -Abstain

A motion was made by Rick Clark and seconded by Dr. James LaPolla to vote on Resolution 2019-111:

Per the recommendation of Darlene St. George and Planning Director Kim Mascarella approve Storm Water Drainage Facility Inspection and Maintenance Agreement between Howland Township and Mercy Health Youngstown LLC. The agreement outlines the property owner's responsibilities in the long term operation and maintenance of the storm-water management facilities associated with the Mercy Health Parking Lot Expansion Project located at 1934 Niles Cortland Road NE; Parcel ID #28-034981 (Full Agreement Attached)

**Roll Call:**  
Dr. James J LaPolla -yea  
Rick Clark -yea  
Matthew Vansuch -Abstain

A motion was made by Rick Clark and seconded by Dr. James LaPolla to vote on Resolution 2019-112:

Per the recommendation of Darlene St. George and Planning Director Kim Mascarella approve an Amendment to Declaration of Restrictive Covenants between Howland Township and Mercy Health Youngstown LLC dated March 8, 2016. The amended declaration adds 1.72 acres to an existing restrictive covenant. The covenant protects a wooded buffer and restricts development on approximately 4.5 acres of land situated between the existing hospital located at 1934 Niles Cortland Road NE; Parcel ID 28-034981 and residential properties along Silver Fox Lane. (Full Amendment Attached)

**Roll Call:**  
Dr. James J LaPolla -yea  
Rick Clark -yea  
Matthew Vansuch -Abstain

A motion was made by Matthew Vansuch and seconded by Rick Clark to vote on Resolution 2019-113:

Per the recommendation of Administrator Darlene St. George and Police Chief Nick Roberts, accept the retirement of Part-time Patrolman David Hray.

**Roll Call:** Dr. James J LaPolla -yea  
Rick Clark -yea  
Matthew Vansuch -yea

A motion was made by Rick Clark and seconded by Matthew Vansuch to vote on Resolution 2019-114:

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 D1, D2, D3, D3A and D6 liquor permits from River Road Tavern LLC to Ray & S LLC – Italian Grill, located at 1556 North River Rd.

- D1 Beer only for on premises consumption or in original sealed containers for carry out only until 1:00am.
- D2 Wine and mixed beverages for on premises consumption or in original sealed containers for carryout only until 1:00am.
- D3 Spirituous liquor for on premises consumption only until 1:00am.
- D3A Extend issued permit privileges until 2:30am
- D6 Sale of intoxicating liquor on Sunday between the hours 10:00am or 11:00am and midnight.

**Roll Call:** Dr. James J LaPolla -yea  
Rick Clark -yea  
Matthew Vansuch -yea

A motion was made by Matthew Vansuch and seconded by Rick Clark to vote on Resolution 2019-115:

Per the recommendation of Administrator Darlene St. George and Police Chief Nick Roberts, erect No Parking signs on Kettering Dr. near the Howland Township Middle School for safety reasons.

**Roll Call:** Dr. James J LaPolla -yea  
Rick Clark -yea  
Matthew Vansuch -yea

A motion was made by Matthew Vansuch and seconded by Rick Clark to vote on Resolution 2019-116:

Approve dues assessment for Trumbull County Emergency Management Agency for calendar year 2020 based on the 2010 Census.

19,106 @ \$0.21 = \$4,012.26

There is no increase from 2019

**Roll Call:** Dr. James J LaPolla -yea  
Rick Clark -yea  
Matthew Vansuch -yea

A motion was made by Rick Clark and seconded by Matthew Vansuch to vote on Resolution 2019-117:

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

1965 Chevy Tack Truck	Vin# CVA46924
1995 GMC 3500 HD Dump Truck	Vin # 5J507365
1996 International 4900 Ten-Ton Dump	Vin# VH447523
1996 Ford 1460 Vac/All Sweeper	Vin# 1FDXH81E8TVA16109
1998 Dodge 1500 Pick Up	Vin# W574204
2000 GMC K 1500 Pick Up	Vin# 1GTEK14W8VZ333056

**Roll Call:** Dr. James J LaPolla -yea  
Rick Clark -yea  
Matthew Vansuch -yea

A motion was made by Matthew Vansuch and seconded by Rick Clark to vote on Resolution 2019-118:

Per the Recommendation of Administrator Darlene St. George and Fire Chief James Pantalone, accept the retirement of Part-time Fire/EMS Instructor Joseph McCleery. His last day of instructing was September 28, 2019.

**Roll Call:** Dr. James J LaPolla -yea  
Rick Clark -yea  
Matthew Vansuch -yea

A motion was made by Rick Clark and seconded by Matthew Vansuch to vote on Resolution 2019-119:

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, 2019.

Alex Clark	Firefighter/EMT	\$12.39 per hour
Collin Dales	Firefighter/EMT	\$12.39 per hour

**Roll Call:** Dr. James J LaPolla -yea  
Rick Clark -yea  
Matthew Vansuch -yea



Administrator Darlene St. George

I would like to thank all department heads. Today Dave McCann and Joe Coleman from the public works department attended a luncheon in Youngstown which we will get credit for attending. Chief Roberts and Asst. Chief Urso were at BWC headquarters in Youngstown. They attended an all-day class on Crisis De-escalation in which we will get a credit also. Everyone is helping out and it is a real team effort.

Trustee Matthew Vansuch

The community tree lighting is December 1 from 4-6. A drumming group from the middle school will perform and Warren Civic Course Children's Choir will be singing.

Road Superintendent David McCann

We have finished up our skim paving which was just less than 5 lane miles. It is a program just meant to hold pavement together. It is done to keep the road from falling apart before we can actually pave it.

We are trying to catch up to projects that we should have done over the summer. We have catch basins to repair before the bad weather sets in. We've had two snow events in the last few days. It is early for us. We didn't have all our vehicles set up because we still have our limb and branch pickup going on. We will be done with the east side this Friday and will start the west side next week.

The 2020 paving program has been funded for next year. That should pave close to 5 miles. The Morgindale project is 75% completed. That project is a storm sewer improvement in the NW corner of the Township.

Zoning Director Dan Morgan

In October the zoning office issued thirty-nine permits. The project cost of those permits was over \$2 million dollars. That means a lot of money is going back into the community. Year to date we've had two-hundred sixty-six property maintenance complaints. One-hundred twenty-eight of those complaints have been close and resolved.

Fiscal Officer Bob Costello

We have completed the process of changing our operating system over to UAN. Vanessa Stroup made this all possible. She worked weekends and many hours inputting required data. I just want to say what a great job she has done and she is quite an asset to the financial office.

### **Public Comments:**

Ed Palumbo – 201 Sanctuary

Looking at item #5, - the uncollected revenue. Is that \$300,000 uncollected revenue?

Darlene                      What that means is when we do our budget at the beginning of the year, we are projecting what we might be bring in revenue. The police department was doing the speed cameras and we weren't sure what the revenue was going to be. Then they stopped that program, so then you have to redo your budget knowing this money is not coming in.

Ed Palumbo                All those appropriations, is that where the money was going to go?

Darlene                      You're reducing all those line items to make up that \$300,000. They are not short because we were projecting. We weren't spending that money.

Chris Polosky – Pet Connection Owner

I own the Pet Connection on East Market Street. Now that most of the construction is done there is a bit of an issue. The left turning lane coming from the west is null and void. There is no more left-hand turning lane for properties on the north side. I don't know what I would need to do to address this.

Darlene                      When the meeting is over could you leave your name and number with me? The county engineer is going to be here tomorrow. I will give your name and number and have him reach out to you.

Mary Ann Dicenso – 408 Broadway

I am the one who kind of initiated this with Gary Shaffer. I was taking my dog to Pet Connection and making a left hand turn. I had nowhere to go except in the lane I was in. I was sitting there trying to make a left turn and almost got rammed in the back. All I heard was a blaring horn. I tried to move over as far as I could but then I was in the lane of traffic coming the opposite way.

I did call the police department and the officer that called me back was very nice. He did go there to look at it and felt it was a safety issue. He said I should start discussing with ODOT. ODOT referred me to Mr. Shaffer. He said they were possibly able to put a larger lane there and arrows showing left or right turns.

A motion was made by Matthew Vansuch and seconded by Rick Clark to adjourn the meeting at 7:15 p.m.

**Roll Call:**                Dr. James J LaPolla   -yea  
                                 Rick Clark                -yea  
                                 Matthew Vansuch      -yea

Approved by: *Robert M. Costello*                      Dated: 11/15/19  
Robert M. Costello, Fiscal Officer

Approved by: *James LaPolla*                      Dated: 11/15/19  
Dr. James LaPolla, Chairperson-Trustee