

MINUTES OF THE HOWLAND TOWNSHIP BOARD OF TRUSTEES

The Howland Township Board of Trustees held their Regular meeting on January 8, 2020 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 December 30, 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 Matthew Vansuch and seconded by Rick Clark to turn over the meeting to Fiscal Officer Robert Costello for the purpose of reorganization.

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

A motion was made by Dr. James LaPolla and seconded by Rick Clark to appoint Matthew Vansuch as Chairperson of the Board of Trustees for fiscal year 2020.

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

A motion was made by Matthew Vansuch and seconded by Rick Clark to appoint Dr. James LaPolla as Vice-Chairperson of the Board of Trustees for fiscal year 2020.

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

A motion was made by Matthew Vansuch and seconded by Rick Clark to turn over the meeting to Fiscal Officer Robert Costello for the purpose of reorganization.

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

A motion was made by Dr. James LaPolla and seconded by Rick Clark to authorize Fiscal Officer Robert Costello to pay all outstanding invoices incurred and approve all warrants issued.

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

A motion was made by Rick Clark and seconded by Dr. James LaPolla to vote on Resolution 2020-001:

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

Fund 2111: Fire District

2111-220-190 (Salaries) to 2111-220-190-3000 (Salaries/Severance) \$5,275.34

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

A motion was made by Dr. James LaPolla and seconded by Rick Clark to vote on Resolution 2020-002:

Regular meetings of the Board of Trustees for 2020 shall be scheduled as follows and posted on the Township bulletin board located at the Township Administration Building, 205 Niles Cortland Rd. NE.

2nd Wednesday of the month @ 6:00 P.M.

Work 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 and anyone requesting notification.

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

A motion was made by Dr. James LaPolla and seconded by Rick Clark to vote on Resolution 2020-003:

Authorize the Fiscal Officer to purchase all necessary office supplies and/or equipment for 2020.

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

A motion was made by Dr. James LaPolla and seconded by Rick Clark to vote on Resolution 2020-004:

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 \$.57.5 per mile, approved rate by the IRS 2020.

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

A motion was made by Dr. James LaPolla and seconded by Rick Clark to vote on Resolution 2020-005:

Authorize the Township employees and Zoning Board members to attend job related seminars, conferences, schools, training or conventions for fiscal year 2020, 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 \$.57.5 per mile, approved rate by the IRS 2020.

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

A motion was made by Dr. James LaPolla and seconded by Rick Clark to vote on Resolution 2020-006:

Adopt a resolution of Howland Township's intents to dispose of surplus, unneeded, obsolete, or unfit personal property through the use of internet auctions on the Township website and links to Gov-Deals for fiscal year 2020 (resolution attached in its entirety)

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

A motion was made by Dr. James LaPolla and seconded by Rick Clark to vote on Resolution 2020-007:

Per the recommendation of Administrator Darlene St. George, authorize an agreement for legal services with the office of the Trumbull County Prosecuting Attorney and Howland Township for the period January 1, 2020 through December 31, 2020 with no annual increase

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

A motion was made by Dr. James LaPolla and seconded by Rick Clark to vote on Resolution 2020-008:

Per the recommendation of Administrator Darlene St. George, approve to increase the hourly rate of Township seasonal employees from \$8.53 to \$9.00 effective January 1, 2020.

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

A motion was made by Rick Clark and seconded by Dr. James LaPolla to vote on Resolution 2020-009:

Per the recommendation of Administrator Darlene St. George and Police Chief Nick Roberts, rescind the:

January 1, 2017 Police Department's General Order #115
Title Ancillary Services / Vehicle Towing Policy

Replace with Revised:

January 1, 2020 Police Department's General Order #115
Title Ancillary Services / Vehicle Towing Policy (Attached)

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

A motion was made by Dr. James LaPolla and seconded by Rick Clark to vote on Resolution 2020-010:

Per the recommendation of Administrator Darlene St. George and Fire Chief James Pantalone, accept the retirement of full-time Firefighter/Paramedic Gloria Beck from the Howland Township Fire Department effective December 31, 2019.

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

A motion was made by Dr. James LaPolla and seconded by Rick Clark to vote on Resolution 2020-011:

Per the recommendation of Darlene St. George, approve to retain GPD Group for the fiscal year 2020.

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

A motion was made by Rick Clark and seconded by Dr. James LaPolla to vote on Resolution 2020-012:

Approve the 2020 Annual ODOT Mileage certification for 80.539 miles. There was no increase or decrease from 2019.

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

A motion was made by Dr. James LaPolla and seconded by Rick Clark to vote on Resolution 2020-013:

Authorize the Howland Township Training Center to submit applications for the following grants through the Ohio State Fire Marshal:

2019/2020 Firefighter I Training Grant
2019 Fire Department Training Reimbursement Grant

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

A motion was made by Dr. James LaPolla and seconded by Rick Clark to vote on Resolution 2020-014:

Approve to appoint John Rubesich to the Howland Township Zoning Commission through December 31, 2020

Approve to appoint Cara Kalogerou to the Howland Township Board of Zoning Appeals as a regular member through December 31, 2024

Approve to appoint Ned Gold to the Howland Township Board of Zoning Appeals as an alternate member through December 31, 2021.

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

A motion was made by Rick Clark and seconded by Dr. James LaPolla to vote on Resolution 2020-015:

Approve to schedule a Special Board of Trustees meeting on January 29, 2020 at 6:00 P.M. to conduct a Public Hearing regarding proposed changes to Howland Zoning Resolution Section 10 Signs.

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

A motion was made by Dr. James LaPolla and seconded by Rick Clark to vote on Resolution 2020-016:

Approve to renew the Township's membership with Trumbull County Council of Governments (COG) for the year 2020 for an annual fee of \$300.00

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

Summary of Meeting:

Trustee RickClark:

I would like to congratulate Kim as she did the bulk of the transportation Alternative Grant for sidewalks in this area.

Zoning Director Kim Mascarella:

Eastgate Regional Council of Governments every other year have a transportation alternative program to apply for sidewalks or any type of project that enhances the transportation system. That includes sidewalks, bike lanes or trails. We applied for about 800 lineal feet of sidewalks here in front of the township building going all the way down High Street and connecting with Willow and then connecting with East Market Street. Hopefully in the future we will have sidewalks on Rt. 46. This project will be built in 2021 and will hopefully provide a safe environment for people to walk.

Administrator Darlene St. George:

We just finished our fiscal year. We won't be receiving new monies until people pay their taxes and that won't come in until March. It is important that we are fiscally responsible that we have a carryover in order to be able to operate. Last year we had a 1.4 million dollar carryover and this year we had a 1.8 million dollar carryover. I want to thank all department heads for living within their budgets and having a carryover as well.

Police Chief Nick Roberts:

As you know I was called out Saturday night about 6:00 PM for an incident on Pegotty Court. We responded to a call where a woman was dead in the kitchen and the son was the assailant and was hiding inside the house with a machine gun. We surrounded the house and later were able to determine it was a hoax. No one was in the house and the home owner was working out of town. We were able to get ahold of her parents to obtain a key to get into the residence. Right now we are working with the FBI Cyber Crimes Unit and they feel pretty good we will have a successful outcome.

Fire Chief James Pantalone:

We were able to send 2 ambulances down there. Our new communication system worked excellent. We were able to monitor each other and integrate to know what each one was doing to prepare our next move.

Closing out last year was another record for Howland Township Fire/EMS. We had 3,845 incident responses. About 82 % is our EMS. March is our target to open Bolindale Station full time. That can only be accomplished with additional staff we are looking to hire and the additional tax dollars that will be coming in from the levy.

Road Superintendent David McCann:

Winter operations have been relatively slow. The x-mas tree pickup will continue thru January. Pot-hole repairs continue but slow right now. The Rosegarden project will be put out to bid the second week of February. Hopefully construction will be finished by June.

Zoning Director Kim Mascarella:

Dan and I were talking today about what our permit valuation numbers look like for 2019. I think I will let him present some more detailed information to you at the next meeting. I think our permit valuation is trending up since 2008. The township has seen 8 new single family homes over this past year. The average valuation is about \$307,000.

Chairman Matt Vansuch:

I will make a preemptive statement in case anyone wants to know about the annexation and these issues. Two meetings ago we authorized legal action to be taken and have engaged legal counsel. Legal counsel is doing their job at this point. The wheels are moving and that is all I am going to say at this point in time. I don't want to divulge our conversations with our lawyers. They are actively working to try and get the best resolution for our residents.

Public Comments:

No public Comments

A motion was made by Dr. James and seconded by Rick Clark to adjourn the meeting at 6:45 P.M.

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

Approved by: Robert Costello Dated: 1/23/2020
Robert M. Costello, Fiscal Officer

Approved by: Matthew Vansuch Dated: 1/29/2020
Matthew Vansuch, Chairperson-Trustee