

## MINUTES OF THE HOWLAND TOWNSHIP BOARD OF TRUSTEES

The Howland Township Board of Trustees held a special year end meeting on December 28, 2021, at 8:00 AM at the Howland Township Government Building, 205 Niles Cortland Rd. NE, Warren, OH 44484.

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

A motion was made by Dr. James LaPolla and seconded by Matthew Vansuch to suspend the reading of December 7, 2021 meeting minutes and accept as written.

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

A motion was made by Matthew Vansuch and seconded by Dr. James LaPolla to authorize Fiscal Officer Robert Costello to pay all outstanding invoices incurred and approve all warrants issued. (attached payment listing)

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

A motion was made by Dr. James LaPolla and seconded by Matthew Vansuch to vote on Resolution 2021-137:

Approve that all Howland Township employees, as per the attached listing, be rehired at their current pay and benefits for year 2022.

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

A motion was made by Dr. James LaPolla and seconded by Matthew Vansuch to vote on Resolution 2021-138:

Per the recommendation of Administrator Darlene St. George, remove the following part-time employees from the Howland Township payroll system effective January 1, 2022.

Laurie Adgate, Lori Fiorino, Connie Hernandez, Rebecca Johnson, Sandra Mink, Michael Schwartz, Matthew Seem, Jacob Spain

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

A motion was made by by Matthew Vansuch and seconded by Dr. James LaPolla to vote on Resolution 2021-139:

Per the recommendation of Administrator Darlene St. George, approve the 2022 OPERS Sick Leave Conversion Plan for Howland Township. This is pursuant to Section 145.1 of the Ohio Revised Code and Administrative Code 145-1-26.

Dr. James LaPolla	-yea
Rick Clark	-yea

A motion was made by Dr. James LaPolla and seconded by Matthew Vansuch to vote on Resolution 2021-140:

Approve the 2022 Annual ODOT Mileage certification for 80.539 miles. There was no increase or decrease from 2021.

<b>Roll Call:</b>	Matthew Vansuch	-yea
	Dr. James LaPolla	-yea
	Rick Clark	-yea

A motion was made by Dr. James LaPolla and seconded by Matthew Vansuch to vote on Resolution 2021-141:

Per the recommendation of Administrator Darlene St. George, approve the renewal of the 2022 General Liability Insurance with OTARMA for the amount of \$77,406.00.

<b>Roll Call:</b>	Matthew Vansuch	-yea
	Dr. James LaPolla	-yea
	Rick Clark	-yea

A motion was made by Matthew Vansuch and seconded by Dr. James LaPolla to vote on Resolution 2021-142:

Per the recommendation of Administrator Darlene St. George, approve to retain the following firms to provide legal services on an "as needed" basis for the year 2022.

Taft Stettinius & Hollister, LLP  
O'Halloran & Ohanian LLC  
Albers & Albers  
Benesch, Friedlander, Coplan & Arnoff, LLP.  
Manchester Newman and Bennett  
Baker & Dublikar

<b>Roll Call:</b>	Matthew Vansuch	-yea
	Dr. James LaPolla	-yea
	Rick Clark	-yea

A motion was made by Dr. James LaPolla and seconded by Matthew Vansuch to vote on Resolution 2021-143:

Authorize the annual salaries for the Howland Township Trustees and Fiscal Officer be paid maximum salary allowed per the Ohio Revised Code.

Also, approve to provide Life/AD&D insurance in the amount of \$25,000 and health insurance benefits as provided in the current group insurance policy, and as provided to the employees of Howland Township.

<b>Roll Call:</b>	Matthew Vansuch	-yea
	Dr. James LaPolla	-yea
	Rick Clark	-yea

A motion was made by Dr. James LaPolla and seconded by Matthew Vansuch to vote on Resolution 2021-144:

Per the recommendation of Administrator Darlene St. George, approve the Township to apply for the "MORE" (Managing Ohio Risk Exposures) Safety Reimbursement Grant in the amount of \$500.00 through OTARMA.

<b>Roll Call:</b>	Matthew Vansuch	-yea
	Dr. James LaPolla	-yea
	Rick Clark	-yea

A motion was made by Dr. James LaPolla and seconded by Matthew Vansuch to vote on Resolution 2021-145:

Authorize Fiscal Officer Robert Costello to reduce the following funds and request an Amended Certificate from the Trumbull County Auditor:

**Fund 4401: 2020 Road Resurfacing OPWC      Decrease (\$21,979.46)**  
**(OPWC Project is Complete)**

**Revenue Budget**

4402-538 (Local Public Works Commission)      (\$21,979.46)

**Appropriation Budget**

4402-330-730-2100 (Improvement of Sites (OPWC Grant  
 Contribution)      (\$21,979.46)

<b>Roll Call:</b>	Matthew Vansuch	-yea
	Dr. James LaPolla	-yea
	Rick Clark	-yea

A motion was made by Matthew Vansuch and seconded by Dr. James LaPolla to vote on Resolution 2021-146:

Authorize Fiscal Officer Robert Costello to increase the following funds effective January 1, 2022 and request an Amended Certificate from the Trumbull County Auditor.

**Fund 2904: 2020 FEMA Assist. To Firefighters Grant**  
**Increase \$47,788.57**  
**(2022 Expected Grant Money)**

**Revenue Budget**

2904-519-0000 Other Federal Receipts      \$47,788.57

**Appropriation Budget**

2904-220-740-2501 Machinery, Equipment and Furniture (FEMA AFG Grant Contribution) \$47,788.57

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

A motion was made by Dr. James LaPolla and seconded by Matthew Vansuch to vote on Resolution 2021-147:

Authorize Fiscal Officer Robert Costello, per the State Auditor, to do following transactions due to change in accounting standards and request an Amended Certificate from the County Auditor.

**Create Special Revenue Fund 2905 – Cemetery Chapel Fund**

Revenue Budget

2905-701-0000 Interest  
2905-931-0000 Transfers In

Appropriation Budget

2905-410-720-0000 Buildings  
2905-910-910-0000 Transfers Out

**Interfund Transfer Transaction:**

Fund 4951-910-910-0000 – Cemetery Chapel Fund (\$1,923.66)  
Fund 2905-931-0000 Cemetery Chapel Fund \$ 1,923.66

**Close Fund 4951**

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

A motion was made by Dr. James LaPolla and seconded by Matthew Vansuch to vote on Resolution 2021-148:

WHEREAS, the following property has been cited during the month of November 2021 in violation of the Howland Township Zoning Ordinance Section 8.01, B, H, Howland Township Resolution 2003-58 (Abatement, Control or Removal of Vegetation, Garbage, Refuse or Other Debris), and Howland Township Resolution 2002-93 where Garbage Refuse and debris are present on the exterior of the property.

WHEREAS Howland Township has received complaints from neighbors of said property that the condition interferes with the reasonable enjoyment of use of the property, and high grass and/or garbage, refuse, or debris poses a safety and health threat to the neighborhood. The unsightly appearance of the property 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.

WHEREAS, At least seven days before providing for the abatement, control, or removal of any vegetation, garbage, refuse, or other debris, the board of township trustees shall notify the owner of the land and any holders of liens of record upon the land that the owner is ordered to abate, control, or remove the vegetation, garbage, refuse, or other debris, the owner's maintenance of which has been determined by the board to be a nuisance.

WHEREAS, if that vegetation, garbage, refuse, or other debris is not abated, controlled, or removed, or if provision for its abatement, control, or removal is not made, within seven days, the board shall provide for the abatement, control, or removal. Any expenses incurred by the board in performing that task shall be entered upon the tax duplicate and become a lien upon the land from the date of entry.

NOW, THEREFORE, BE IT RESOLVED that Howland Township declares and finds the following property to be a nuisance.

3167 Draper Street                      Parcel 28-300000

<b>Roll Call:</b>	Matthew Vansuch	-yea
	Dr. James LaPolla	-yea
	Rick Clark	-yea

A motion was made by Dr. James LaPolla and seconded by Matthew Vansuch to vote on Resolution 2021-149:

Per the recommendation of Administrator Darlene St. George, Planning Director Kim Mascarella and Zoning Director Daniel Morgan approve the following:

Reappoint BZA regular member Christopher Morrone to a five-year term starting January 1, 2022, through December 31, 2026.

Appoint Sal Ciferro to the BZA as an alternate beginning January 1, 2022, through December 31, 2023.

Appoint Mike Perry to the Zoning Commission for a five-year term beginning January 1, 2022, through December 31, 2026

<b>Roll Call:</b>	Matthew Vansuch	-yea
	Dr. James LaPolla	-yea
	Rick Clark	-yea

A motion was made by Matthew Vansuch and seconded by Dr. James LaPolla to vote on Resolution 2021-150:

Per the recommendation of Administrator Darlene St. George and Fiscal Officer Robert Costello, approve to donate \$70,000.00 of ARPA money out of Fund 2902-Local Fiscal

Recovery Fund to Howland Township Park District for drainage improvements in the Howland Township Park. This project will abate the flooding leading to the boardwalk.

Attorney Rodgers from Baker/Deublkar Attorneys of Law have opined that the Park Stormwater Management Project is an appropriate expenditure of ARPA funds.

<b>Roll Call:</b>	Matthew Vansuch	-yea
	Dr. James LaPolla	-yea
	Rick Clark	-yea

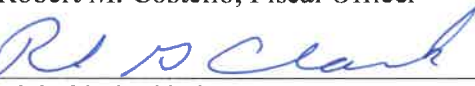
**Summary of Meeting:**

**No Public Comments**

A motion was made by Matthew Vansuch and seconded by Dr. James LaPolla to adjourn the regular meeting at 8:20 AM.

<b>Roll Call:</b>	Matthew Vansuch	-yea
	Dr. James J LaPolla	-yea
	Rick Clark	-yea

Approved by:  Dated: 1/13/22  
Robert M. Costello, Fiscal Officer

Approved by:  Dated: 1/13/22  
Rick Clark, Chairman - Trustee