

MINUTES OF THE HOWLAND TOWNSHIP BOARD OF TRUSTEES

The Howland Township Board of Trustees held their regular meeting on January 12, 2022, at 6:00 P.M at the Howland Township Government Building, 205 Niles Cortland Rd. NE, Warren, OH 44484

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

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A motion was made by Dr. James LaPolla and seconded by Matthew Vansuch to suspend the reading of December 28, 2021 meeting minutes and accept as written.

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

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

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

A motion was made by Matthew Vansuch and seconded by Dr. James LaPolla to appoint Rick Clark as Chairperson of the Board of Trustees for fiscal year 2022.

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

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 2022.

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

A motion was made by Matthew Vansuch and seconded by Dr. James LaPolla to turn the meeting over to newly appointed Chairperson Rick Clark.

Roll Call: Matthew Vansuch -yea
Dr. James J 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.

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

Rick Clark -yea

A motion was made by Dr. James LaPolla and seconded by Matthew Vansuch to vote on Resolution 2022-001:

Regular meetings of the Board of Trustees for 2022 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 Matthew Vansuch and seconded by Dr. James LaPolla to vote on Resolution 2022-002:

Authorize the Fiscal Officer to purchase all necessary office supplies and/or equipment for 2022.

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

A motion was made by Dr. James LaPolla and seconded by Matthew Vansuch to vote on Resolution 2022-003:

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 \$.58.5 per mile, approved rate by the IRS 2022.

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

A motion was made by Matthew Vansuch and seconded by Dr. James LaPolla to vote on Resolution 2022-004:

Authorize the Township employees and Zoning Board members to attend job related seminars, conferences, schools, training or conventions for fiscal year 2022, after a formal request has been approved by the Department Heads, Administrator and/or a Trustee.

The Township will reimburse allowed expenses incurred as per the Township Policy and gas mileage to be reimbursed at \$.58.5 per mile, approved rate by the IRS 2022.

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

A motion was made by Dr. James LaPolla and seconded by Matthew Vansuch to vote on Resolution 2022-005:

Authorize Fiscal Officer Robert Costello to advance the following monies:

General Fund	1000-910-910	Advance Out (\$50,000.00)	to
Road and Bridge Fund	2031-941-0000	Advance In	\$50,000.00

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

A motion was made by Matthew Vansuch and seconded by Dr, James LaPolla to vote on Resolution 2022-006:

Per the recommendation of Administrator Darlene St. George, expand part-time employee Alex Cornicelli's responsibilities to Township events, and miscellaneous administrative duties.

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

A motion was made by Dr. James LaPolla and seconded by Matthew Vansuch to vote on Resolution 2022-007:

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 2022 (resolution attached in its entirety)

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

A motion was made by Matthew Vansuch and seconded by Dr. James LaPolla to vote on Resolution 2022-008:

Per the recommendation of Darlene St. George, approve to continue service with GPD Group as the Townships Architects, Engineers and Planning Service for the fiscal year 2022.

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

A motion was made by Dr. James LaPolla and seconded by Matthew Vansuch to vote on Resolution 2022-009:

RESOLUTION OF NECESSITY TO TRANSFER FUNDS FROM HOWLAND TOWNSHIP'S CEMETERY CHAPEL FUND – FUND NO. 2905 TO HOWLAND TOWNSHIP'S CEMETERY FUND – FUND NO. 2041 IN ACCORDANCE WITH R.C. 5705.15 AND R.C. 5705.16

WHEREAS, Howland Township (“Township”) previously established a special revenue fund, which is known as “Cemetery Chapel Fund” – Fund No. 2905, in the mid-1980s for the purpose of receiving community donations from private individuals and entities in order to construct a chapel in the Township’s cemetery, which is owned and maintained by the Township; and

WHEREAS, the Township has not received any donations for the chapel since the mid-1980s and no deposits have been made into said fund since the mid-1980s; and

WHEREAS, at the present time, the unexpended balance of Cemetery Chapel Fund – Fund No. 2905 which includes the referenced donations and accrued interest, is \$1,923.68; and

WHEREAS, since its inception, the Township has not expended any money from Cemetery Chapel Fund – Fund No. 2905; and

WHEREAS, since it is not feasible to construct a chapel in the Township’s cemetery due to the small amount of money in Cemetery Chapel Fund – Fund No. 2905, as well as the Township’s limited monetary resources in general, the Township’s Board of Trustees desires to transfer the current, unexpended balance of \$1,923.68 in the Township’s Cemetery Chapel Fund – Fund No. 2905 to the Township’s Cemetery Fund – Fund No. 2041, which exists for the purpose of operating/maintaining the Township’s cemetery and which is funded by Township cemetery lot sales, in accordance with R.C. 5705.15 and R.C. 5705.16; and

WHEREAS, Cemetery Chapel Fund – Fund No. 2905 is a special revenue fund that is not subject to the transfer exceptions set forth in R.C. 5705.15; and

WHEREAS, a transfer of the current, unexpended balance of \$1,923.68 in the Township’s Cemetery Chapel Fund – Fund No. 2905 to the Township’s Cemetery Fund – Fund No. 2041 requires a petition to be submitted to and the approved by the Tax Commissioner of the State of Ohio, pursuant to R.C. 5705.16, in order for such transfer to be authorized; and

Summary of Meeting:

Trustee Rick Clark

Anything for the agenda?

Trustee Matthew Vansuch

No, nothing for the agenda. Looking for another four years and hopefully we'll have some normalcy coming soon. We have a good team here and looking forward to the next few years. Thanks everybody that's up here.

Trustee Dr. James LaPolla

I would like to reiterate everything Matt said. I would like to thank the voters in Howland for the confidence in re-electing Matt and myself. I enjoy working with everybody here. I do agree we have a great team in Howland, they are top notch in Trumbull County and I know we can keep it in that in that position. Again, thank you.

Trustee Rick Clark

Mrs. St. George, any comments?

Nothing, just congratulations to Matt and Jim. Also, just a shout out to the all the department heads for a great year. Everyone has done a fantastic job of living within their budgets and we're getting ready to do our budget for this coming year. Everyone did a great job managing the finances of the township this year.

Trustee Rick Clark

I want to talk about this as we mentioned GPD group. Mrs. St George and I are meeting with our representative for GPD group on Friday to discuss extension of sanitary sewer lines to the road department building and possibly to the recycling center because they have no restroom facilities there. And, I think we're also going to talk to him about his thoughts on upgrading the board walk. We'll be using ARP money for that Mr. Palumbo. With that, any expenditures we make of course you know, we have to approve here at a meeting and it would be on our website. The EPA has been after us for some years to put sanitary sewer into the road department building. We've escaped this long, but now we have to do it. You guys need it down there. It is hard to go to the bathroom in buckets I imagine.

Road Superintendent Dave McCann

Tired of dumping them in the creek.

Trustee Matthew Vansuch

The alternative is where else are we going to put the road department and there really isn't a viable solution.

Road Superintendent Dave McCann

I've been there over 21 years. It's a facility that has one toilet for 16 guys and we have another toilet for the secretary. The situation is the water. I don't even like washing my hands in the water because it's really not potable. It's well water. You know, it's been highlighted to be not potable. You can't drink it so you really shouldn't be bathing in it. That's the facility that we live in. This will definitely help us get regular city water in there and get the sanitation taken care of and actually put some showers in for the guys. I think it would be tremendous improvement.

Trustee Rick Clark

It's going to be an expensive project I'm sure.

Road Superintendent Dave McCann

It's not going to be cheap. But we've been living primitive. Before I got there, the building was built in 1966.

Trustee Dr. James LaPolla

We did save money on the truck.

Trustee Rick Clark

Chief Pantalone?

Fire Chief James Pantalone

Yes, great to be in the 2022 We're looking forward to a great year. Jim and Matt, it's great to have you back. The fire department finished another strong year with 4,077 calls. In the county, the next leaders were about 850 calls behind us. So, it was a challenging year. It's been a couple of challenging years. Last year was really a struggle at one point in time and we had nine staff members off within a 30 -day period, five at one time and we still maintained three stations, staffed and adequate response to the township. It did cost us a little over time, but it certainly was well within budget. You know the community needs us now more than ever. So, we were happy to do that. Really the last two years have been challenging and it continues to be the crews and the staff just knock it out of the park continuously. It has been a struggle running EMS during this health crisis. But they have been very resilient. We've done things that I never thought I hadn't seen in my 27 years as a paramedic. The adjustment of policies from one day to the next and the change of practices has just been really crazy. Thank you always for your support as well as trustees and Mrs. St. George for the direction that we're going. We are struggling right now with one ambulance out with engine failure.

Trustee Matthew Vansuch

Hopefully it's the oldest engine.

Fire Chief James Pantalone

It is actually one of the oldest ambulances. So yes. We have two ambulances that are 11 years old and they are definitely at the end of life. So, we're working on some methodologies for hopefully replacements.

Trustee Matthew Vansuch

I take umbrage at the 11 years at the end of life. Starting year 13 here.

Fire Chief James Pantalone

Maybe we'll use the fire truck rule of thumb that's about 25 years. Thank you look forward to 2020.

Trustee Rick Clark

Any questions for the Chief? Chief Roberts?

Police Chief Nick Roberts

Yeah, I just want to go over our 2021 end of the year statistics from last year. We received 9,791 calls for service. Our officers conducted 1,047 traffic stops. They issued 450 citations and we actually took 1,391 incident reports. Non- injury crashes hit 398. Injury crashes was 184 which is a total of 582 crashes. They made 253 arrests, and we had 37 overdoses. And, I just want to say that we're kind of in the same boat as chief Pantalone, with staffing and you know taking extra precautions. The fire department does a little more than we do because they have a 24/7 in house service where our officers are actually out on the street. But hats off to our guys. I'm proud of them. Thank you, guys, for what we do. Congratulations to Dr. LaPolla and Matthew Vansuch on your victories.

Trustee Rick Clark

Any question for the Chief? Public works?

Road Superintendent Dave McCann

So far, it's been a very light season as far as ice control and snow plowing. We've only had three call outs after hours since November. Very light. One of the few times I can say that we're drastically down on our salt usage. Normally this time of year we were 1/3 or at least a quarter of the way through what we normally expect to use. We've only been out three times so we used less than 200 ton which is dramatically low. I'd say I hope it stays that way. We're saving a little bit of cash as far as manpower. Right now, we're still doing some winter time operations. Just doing our pothole repair, when we find them and people call in and we're in the process of picking up Christmas trees and just trying to maintain.

Trustee Rick Clark

Any questions for David?

Trustee Matthew Vansuch

Did we get back responses on a couple of those projects that we've bid out?

Road Superintendent Dave McCann

Actually, those are going to rebid. The Rolling Meadows project is completed. The Old Farm Trail project and the Allison project are going to be rebid. We're going to be putting those back out very soon and then incorporate some other projects with them.

Trustee Rick Clark

Planning?

Planning Director Kim Mascarella

I also want to congratulate the Trustees. I was very happy to see those results coming in and your support of our planning and zoning staff is very much appreciated. Just a quick overview of the 2021 planning and zoning year, we issued about 270 permits in total, totaling about \$13 million in valuation. 31 new businesses were permitted in the township and 15 single family homes were permitted and are in some stage of being built. The value on those homes range from about \$190,000 to about \$600,000. So, I think the average is somewhere about 300,000 per home.

Code enforcement actions, Dan was kind of bringing me up to speed on that. There's been over 310 enforcement actions that he's processed. That may include zoning, code enforcement or like property maintenance enforcement actions. So, I want to give just a little summary of the projects that are currently underway. You may see we've been talking about the mod wash that's currently under construction. The medical office on Niles Cortland road where the bones are up. That's going to be Optima. It's a dermatology office about 10,000 square feet. I wanted to speak to the land clearing, the grading project that's on the corner of Hiram and Niles Cortland road. That's all that that was permitted for. That project was just to be cleared, graded and stormwater facility installed and nothing else. We didn't permit any buildings as of yet. It was just some preliminary clearing on that parcel. Then Wheatland Tube. We started the review in 2021, issued the permit just last week. That's an 86,000 square foot addition out in the Golden Triangle. We're really happy to see the companies out there valuing the Golden Triangle enough to invest and looks like they're going to be staying there for the foreseeable future. So, it's very good. Other projects in the review pipeline still Popeye's chicken on Elm Road, kind of hit a snag on some traffic study and some lingering questions on queuing. Recall that we had some queuing issues with Chick fil A and so we're really taking a second look at the drive through fast food facilities and their impact of potential impact on our roadways. So, they're revisiting their parking and traffic study and they're working with the county since Elm Road is a county road. So, we'll see how we can or they can amend their plans to accommodate the concerns that County has. Meijer is still going through some stormwater, just saw the first set of stormwater questions come through from GPD. So that continues to be reviewed. Longhorn Steakhouse is another project nearing the end of their review. We're just waiting for some comments from GPD about the stormwater. Life Storage is a multi-storied storage facility on Youngstown Road. That's also going through review as well. And just in the past couple of weeks, Dan and I have sat in meetings with some development staff on two additional medical buildings here in the township and two additional restaurants. I mean, I think

things are really heading into 2022 in a positive direction. There's a lot of talk about what properties are available, what zoning district am I in and can I do this here. Lots of questions and preliminary conversations coming through so the trend is still an upward trend from the recession in terms of development, so I wanted to make sure I gave you that synopsis and I think that's it. Any questions?

Trustee Dr. James LaPolla

You may not be able to answer this. What was the purpose of knocking down everything and graze it? Any clue?

Planning Director Kim Mascarella

No. No clue.

Trustee Dr. James LaPolla

We get asked almost every day in the office.

Planning Director Kim Mascarella

You know, we've fielded some questions as well. We do we do not know. We speculate that they're just trying to make it attractive for a potential user. Stormwater has already been engineered and planned.

Trustee Dr. James LaPolla

Two kind of sidebars. Again, you have some other projects coming up and we've seen more development along North River Road or they haven't really hit that quarter yet or is most of it on Rt. 46?

Planning Director Kim Mascarella

Niles - Cortland Road south of 82, and then we're seeing some activity up on East Market Street up towards the golf course area. We're seeing some interest as people are looking at property there.

Trustee Rick Clark

Well, it's clear that regardless of all our stormwater regulations and things that developers whine about, Howland is still the place they want to be.

Planning Director Kim Mascarella

Yeah, compared to other immediate communities, we have more stringent standards. But in the Northeast Ohio region, our standards are right in the middle. Our standards are not that onerous compared to all of North Ohio.

Trustee Rick Clark

All complaining we hear, this is still where we want to be.

Trustee Matthew Vansuch

Are we still waiting on the grant applications that you submitted last year for EDA?

Planning Director Kim Mascarella

No news on that. Is making me nervous.

Trustee Rick Clark

Bob do you have any correspondence?

Fiscal Officer Bob Costello

Our Federal Single Audit for 2021 that was started in March is finally concluded. It came out favorable. We had a few minor adjustments to make that they suggested. We had no citations. It was a long audit.

Trustee Rick Clark

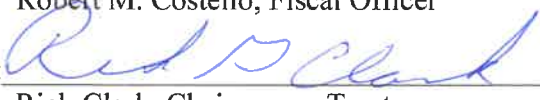
Does anyone care to address us or the department heads?

None, then can I have a motion to adjourn?

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

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

Approved by:  Dated: 1/15/22
 Robert M. Costello, Fiscal Officer

Approved by:  Dated: 2/1/23
 Rick Clark, Chairperson-Trustee