

MINUTES OF THE HOWLAND TOWNSHIP BOARD OF TRUSTEES

The Howland Township Board of Trustees held their regular meeting on April 13, 2022, at 6:00 P.M at the Howland Township Government Building, 205 Niles Cortland Rd. NE, Warren, OH 44484 and virtually via Howlandtownship.org.

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

A motion was made by Dr. James LaPolla and seconded by Matthew Vansuch to suspend the reading of March 2, 2022 meeting minutes and accept as written.

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

SWEARING IN OF NEWLY APPOINTED FISCAL OFFICER THOMAS KRISPINSKY

A motion was made by Matthew Vansuch and seconded by Dr. James LaPolla to authorize Fiscal Officer Thomas Krispinsky 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 2022-045:

Per the recommendation of Administrator Darlene St. George, approve to pass a resolution to adopt a Procurement Policy, and Contract Amendment for expending Federal ARPA Funds. (full resolution and policy, and addendum attached)

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 vote on Resolution 2022-046:

Authorize Fiscal Officer Thomas Krispinsky to request an Amended Certificate from the Trumbull County Auditor to increase the Township budget, revenue, and appropriate the following due to money received for the American Rescue Plan / Local Fiscal Recovery.

Fund 2902 Local Fiscal Recovery

Revenue Budget	2902-519-0000	\$3,432.91
Appropriation Budget	2902-490-590	\$3,432.91

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 2022-047:

Authorize Fiscal Officer Thomas Krispinsky to request an Amended Certificate from the County Auditor to establish the following fund, increase revenue budget and appropriate the following due to the awarded OPWC Mosquito Creek Floodplain Acquisition Project Grant.

Fund 4401	
Mosquito Creek Floodplain – Maffitt Acquisition	\$164,334.19
Revenue Budget	
4401-538 – Local Public Works Commission	\$164,334.19
Appropriation Budget	
4401-760-710-2100 - Land	\$164,334.19

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 vote on Resolution 2022-048:

Per the recommendation of Administrator Darlene St. George and Fiscal Officer Thomas Krispinsky, approve to expend ARPA money from the 2902-Local Fiscal Recovery Fund for the Township’s match of the OPWC Mosquito Creek Maffitt Acquisition Project Grant. The purchase of 84 acres of land is for public recreation.

1) 2902-760-710-2000 (Twp. Contribution)	\$10,463.06
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Attorney Rodgers from Baker/Deublkar Attorneys of Law has opined that the purchase of said land is an appropriate expenditure of ARPA funds. (full resolution attached)

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

A motion was made by Dr. James LaPolla and seconded by Matthew Vansuch to vote on Resolution 2022-049:

Authorize Fiscal Officer Thomas Krispinsky to reduce the following fund and request an Amended Certificate from the Trumbull County Auditor: Fund is not needed

Fund 2906: 2022 OCJS Body-Worn Camera Grant	
	Decrease (\$9,700.00)

Revenue Budget
2906 -539 (State Receipts) (\$9,700.00)

Appropriation Budget
2906-210-740-0000 (Machinery,Equip & Furn) (\$9,700.00)

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 vote on Resolution 2022-050:

Per the recommendation of Administrator Darlene St. George and Fiscal Officer Thomas Krispinsky, accept and appropriate the 2022 Geauga/Trumbull Drop Off Improvements Reimbursement Grant award of \$8,430.00. The Township's match is \$843.00. The purpose of the grant is to improve the Bolindale drop-off recycle area.

1000-760-730-2201 Improvement of Sites (Grant Contribution) \$8,430.00
1000-760-730-2202 Improvement of Sites (Twp Contribution) \$843.00

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 2022-051:

Per the recommendation of Administrator Darlene St. George, approve Howland Township's Liability Insurance Coverage Modifications to the Township's Governmental Property Agreement, the Legal Defense and Claim Payment Agreement. In addition, the Intergovernmental Contract, the agreement between OTARMA and its members, has recently been updated by the OTARMA Board. (Agreement attached)

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 vote on Resolution 2022-052:

Per the recommendation of Administrator Darlene St. George and Public Works Director David McCann, approve purchasing a 60-inch Hustler Mower and Fork Kit for a total cost of \$12,995.00 from Baker Vehicle Systems through the State Co-Operative Purchasing Program.

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 2022-053:

Per the recommendation of Administrator Darlene St. George, re-assign part-time employee Jennifer Turvey as the Administrative Assistant to the Public Works Department effective May 1, 2022 Jennifer will be paid \$15.00 per hr. from the Public Works Fund 2031 and will be scheduled on an as-needed basis with no benefits.

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 vote on Resolution 2022-054:

Per the recommendation of Administrator Darlene St. George, pursuant to O.R.C. 505.10 (A), Howland Township accepts the donation of a 2021 Ford Explorer police vehicle, VIN# 1FM5K8AB2MGB24889, from BDM Warren Steel Operations, LLC / Mike Bechtold. The referenced motor vehicle will be utilized for police purposes by the Howland Township Police Department.

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 2022-055:

Per the recommendation of Police Chief Nick Roberts, the Board of Trustees of Howland Township "DO NOT" request a hearing for the transferred D1, and D2 liquor license from Liberty Pizza Inc. to SFR X Holdings LLC 9 (DBA Pizza Hut) 3401 Elm Road NE, Warren, OH 44483

- D-1 Beer on/off premises until 1am
- D-2 Wine/pre-packaged mixed on/off until 1 am

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 vote on Resolution 2022-056:

Per the recommendation of Administrator Darlene St. George and Fire Chief James Pantalone, accept the resignation of Part-time Firefighter/EMT Michael O'Connell for personal reasons, effective March 31, 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 2022-057:

WHEREAS, the following list of properties have been cited during the month of April, 2022 in violation of the Howland Township Resolution 2003-58 (Abatement, Control or Removal of Vegetation, Garbage, Refuse or Other Debris), and Howland Township Resolution 2002-93 (Establish Fines) where the yards have not been maintained; and

WHEREAS, Howland Township has received complaints from neighbors of said properties 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 properties 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, and 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 properties to be a nuisance.

<u>Address</u>	<u>Parcel #</u>
3254 Crestview AVE SE	Parcel #28-511171
8141 Castle Rock Drive NE	Parcel#28-121275
3478 Overlook Ave	Parcel# 28-598100
3273 Valacamp Ave	Parcel #28-409700

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 vote on Resolution 2022-058:

Per the recommendation of Administrator Darlene St. George, re-locate the May 11, 2022 Trustees meeting to the Bolindale Christian Church (Food Pantry) 2749 Fairview St SE, Warren, OH 4448 in honor of the Food Pantry's ten-year anniversary.

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 2022-059:

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

1989 2-Wheel Drive Case Backhoe - Serial # JJG0030542
1991 Dump Truck - VIN# 1HTSDAAN51H360643
2005 International Dump Truck - VIN# 1HTWDAARX5J128316

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 vote on Resolution 2022-060:

Per the recommendation of Administrator Darlene St. George and Public Works Director David McCann, approve purchasing a 2023 International Dump Truck (Chassis Only), Model MV607 for a total cost of \$86,206.40 from Rush Truck Centers through the State Co-Operative Purchasing Program.

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 2022-061:

Per the recommendation of Administrator Darlene St. George, approve to hire Jackie Weston as a full-time Administrative Assistant in the Township administration office effective April 16, 2022. Jackie will receive \$18.00 per hour. After completing a sixty-day probationary period her hourly rate will increase to \$19.15.

Jackie will begin employment with 120 hours of sick leave and receive all benefits as per the Township Policy.

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

REPORTS FROM THE DEPARTMENT HEADS:

Trustee Dr. James LaPolla: Recognize the retirement of Bob Costello and Linda Vannelli for their many years of service.

At the Council of Government meeting the township has an opportunity to buy into the use of a Boom Mower. After checking with the Public Works Director, it was determined that the township will not have a need for the mower.

Trustee Matt Vansuch: He met with the County Planning Commission dealing with expanding the Broadband service to Local Townships. Howland's service is considered good.

The Township's Comprehensive Plan committee will be meeting this summer to work on updating the plan. The dates will be posted since it will be a public meeting.

Administrator Darlene St. George: Thank Bob Costello and Linda Vannelli for being part of the Township's team during many years of service.

Fire Chief Pantalone: On April 23, 2022 there will be a sign up for smoke detectors to be installed in your house. On May 14, 2022, there will be a sign up to receive bike helmets. Both of these are for Howland Townships residents only.

The new replacement ambulance that was just ordered will be coming in June or July.
The new software that was purchased for the department was put into use on April 1, 2022.
The only Tornado siren not working in the Township is the one at the Public Works Department. We are waiting for parts to repair it.

Police Chief Roberts: Officers did an outstanding job this morning in the Bolindale area on arresting a man dealing with domestic violence incident.

Public Works Director David McCann: Working on filling pot holes, fixing lawn damage and limb and branch pickups.

Planning Director Kim Mascarella: Giving a report for both departments, Planning and Zoning. Since the last meeting, 33 zoning permits have been issued for over \$8,000,000. The Zoning department have been answering property complaints in the townships.

Alex Cornicelli is working on the June 3, 2022 first Friday Food Truck event and the July 4 parade.

Administrator Darlene St. George: The recycling center on North River Road is being looked into reopening as soon as all the issues are address there.

PUBLIC COMMENTS

Shawn Sudol, 9120 Foxhound Run, Warren, OH 44484. Has a complaint on a new house being built next door to him not following the zoning regulations.

A motion was made by Dr. James LaPolla and seconded by Matthew Vansuch to adjourn the meeting at 7:00 P.M.

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

Approved by: Thomas Krispinsky Dated: 5/4/2022
Thomas Krispinsky, Fiscal Officer

Approved by: Rick Clark Dated: 5/4/2022
Rick Clark, Chair