

MINUTES OF THE HOWLAND TOWNSHIP BOARD OF TRUSTEES

The Howland Township Board of Trustees held their regular meeting on May 11, 2022, at 6:00 P.M at the Howland Township Bolindale Christian Church Food Pantry, 2749 Fairview Ave., Warren, OH 44484.

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

PLEGE OF ALLEIGANCE: Lead by Boy Scout Ben James from Troop 4101

A motion was made by Matthew Vansuch and seconded by Dr. James LaPolla to suspend the reading of the April 13, 2022, meeting minutes and accept as written.

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

A motion was made by Dr. James LaPolla and seconded by Matthew Vansuch 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

THE BOARD OF TRUSTEES RECOGNIZED THE BOLINDALE FOOD PANTRY ON THEIR 10-YEAR ANNIVERSARY

A motion was made by Matthew Vansuch and seconded by Dr. James LaPolla to vote on Resolution 2022-062:

Authorize Fiscal Officer Thomas Krispinsky to request an Amended Certificate from the County Auditor to decrease the following fund, revenue and appropriations. The grant is complete.

High St/ Willow Dr. Pedestrian Sidewalk Project

Fund 4902	
High St/ Willow Dr. Pedestrian Sidewalk Project	\$ (92,661.89)
Revenue Budget 4902-539 – Other State Receipts	\$ (92,661.89)
Appropriation Budget	
4902-130-730 Improvement of Sites -	\$ (92,661.89)

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 2022-063:

RESOLUTION OF NECESSITY TO TRANSFER FUNDS FROM TOWNSHIP FUNDS 4902 TO HOWLAND TOWNSHIP GENERAL FUND 1000 IN ACCORDANCE WITH R.C. 5705.14 – R.C. 5705.16

Resolution of necessity to transfer funds in accordance with R.C. 5705.14 – R.C. 5705.16;

a transfer from Howland Township's:

Fund 4902 – High St/Willow Dr. Pedestrian Sidewalk \$ 2,597.45

to Howland Township's General Fund 1000. \$ 2,597.45

WHEREAS, the money transferred from the transferor fund, were established to acquire and complete certain permanent improvements of the Township, came from prior transfers from the Township's General Fund 1000.

WHEREAS, Howland Township Fund 4902 was established for the purpose of paying all obligations incurred in the acquisition and completion of the:

High St/Willow Dr. Pedestrian Sidewalk Project; and

WHEREAS, all obligations incurred in the acquisition and completion of the

High St/Willow Dr. Pedestrian Sidewalk Project have been paid; and

WHEREAS, after payment of all obligations incurred in the acquisition and completion of the

High St/Willow Dr. Pedestrian Sidewalk Project an unexpended balance remains in

Fund 4902 – High St/Willow Dr. Pedestrian Sidewalk \$ 2,597.45

WHEREAS, Howland Township does not have any sinking fund or outstanding bond obligations; and

WHEREAS, the Howland Township Board of Trustees desire to transfer the unexpended balances of

Fund 4902 – High St/Willow Dr. Pedestrian Sidewalk \$ 2,597.45

to Howland Township's General Fund 1000; and

WHEREAS, a transfer from Howland Township's

Fund 4902 – High St/Willow Dr. Pedestrian Sidewalk \$ 2,597.45

requires the approval of the Tax Commissioner of the State of Ohio pursuant to R.C. 5705.16.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF HOWLAND TOWNSHIP, OHIO:

Section 1: The Howland Township Board of Trustees determine that it is necessary to transfer

Fund 4902 – High St/Willow Dr. Pedestrian Sidewalk \$ 2,597.45

to Howland Township's General Fund 1000.

Section 2: Howland Township's Law Director is authorized to forward a petition, in compliance with R.C. 5705.14 – R.C. 5705.16 to the Tax Commissioner of the State of Ohio. Howland Township's Fiscal Officer, through consultation with Howland Township's Law Director, is authorized to provide the requisite notice as provided for in R.C. 5705.16.

Section 3: Upon approval, request an Amended Certificate from the Trumbull County Auditor for said transfer

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 2022-064:

Per the recommendation of Administrator Darlene St. George, approve increasing part-time Public Works Department seasonal employees' hourly rate from \$9.27 to \$10.50 effective May 1, 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 2022-065:

Per the recommendation of Administrator Darlene St. George, approve hiring the following as a variable hour, part-time Public Works Department seasonal employees at a rate of \$10.50 per hour with no benefits and scheduled on an "as needed basis."

Lane Goble	effective May 16, 2022
Zachary Brill	effective May 9, 2022

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

A motion was made by Matthew Vansuch and seconded by Dr. James LaPolla to vote on Resolution 2022-066:

Per the recommendation of Administrator Darlene St. George, accept the retirement letter of part-time Postal Clerk Patty Davis, effective June 16, 2022. Patty's last day of employment is June 15, 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 2022-067:

Per the recommendation of Administrator Darlene St. George, approve hiring Erna Weber as a part-time Postal Clerk employee, effective April 27, 2022. Erna will receive \$10.59 per hour with no benefits and scheduled on an "as needed basis."

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 2022-068:

Per the recommendation of Administrator Darlene St. George, accept the resignation letter of part-time Township Events Coordinator Alex Cornicelli effective May 23, 2022, for personal reasons.

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 2022-069:

Per the recommendation of Township Administrator Darlene St. George, approve to hire Aubrie Manley as the part-time Township Events Coordinator effective May 9, 2022. Aubrie will receive \$15.00 per hour with no benefits and scheduled on an "as needed basis."

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 2022-070:

Per Township Administrator Darlene St. George's recommendation, approve hiring Lori Stull as a part-time Substitute Administrative Assistant for the Township's Fire, Police, Public Works, and Administration Departments effective June 1, 2022. Lori will receive \$15.00 per hour with no benefits and scheduled on an "as-needed basis."

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 2022-071:

Per the recommendation of Township Administrator Darlene St. George and Fire Chief James Pantalone, accept the resignation of Howland Training Center Instructor James Williamson for personal reasons effective May 1, 2022.

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 2022-072:

Be It Resolved *by the Township Trustees of Howland Township*

WHEREAS, the Township has received a distribution of monies (the "ARPA Funds") from the American Rescue Plan Act of 2021 ("ARPA" or the "Act"); and

WHEREAS, Congress passed the Act effective March 11, 2021; and

WHEREAS, Section 603 created the Coronavirus Local Fiscal Recovery Fund which, among other things, appropriated money to cities, nonentitlement units of local government, and counties to mitigate the fiscal effects stemming from the public health emergency with respect to the Coronavirus Disease (Covid-19); and

WHEREAS, Section 603(c) generally provides that:

(1) **USE OF FUNDS.** Subject to paragraph (2), and except as provided in paragraphs (3) and (4), a metropolitan city, nonentitlement unit of local government, or county shall only use the funds provided under a payment made under this section to cover costs incurred by the metropolitan city, nonentitlement unit of local government, or county, by December 31, 2024 –

(A) to respond to the public health emergency with respect to the Coronavirus Disease 2019 (COVID–19) or its negative economic impacts, including assistance to households, small businesses, and nonprofits, or aid to impacted industries such as tourism, travel, and hospitality;

(B) to respond to workers performing essential work during the COVID–19 public health emergency by providing premium pay to eligible workers of the metropolitan city, nonentitlement unit of local government, or county that are performing such essential work, or by providing grants to eligible employers that have eligible workers who perform essential work;

(C) for the provision of government services to the extent of the reduction in revenue of such metropolitan city, nonentitlement unit of local government, or county due to the COVID-19 public health emergency relative to revenues collected in the most recent full fiscal year of the metropolitan city, nonentitlement unit of local government, or county prior to the emergency; or

(D) to make necessary investments in water, sewer, or broadband infrastructure.

WHEREAS, Department of Treasury Final Rule, published on January 6, 2022, and effective April 1, 2022, provides in part that:

Treasury presumes that up to \$10 million in revenue has been lost due to the public health emergency and recipients are permitted to use that amount (not to exceed the award amount) to fund "government services." [The "standard allowance"].

WHEREAS, the Rule further observes that:

The standard allowance provides an estimate of revenue loss that is based on an extensive analysis of average revenue loss across states and localities and offers a simple, convenient way to determine revenue loss, particularly for Coronavirus State and Local Fiscal Recovery Fund's smallest recipients. This change is intended to promote administrative efficiency and simplify revenue loss calculation for smaller recipients.

WHEREAS, an example of "government services" expressly recognized by Treasury includes:

- General government administration, staff, and administrative facilities
- Modernization of cybersecurity, including hardware, software, and protection of critical infrastructure

WHEREAS, funds utilized pursuant to the standard revenue loss allowance continue to have certain restrictions, including:

- Deposit into pension funds
- Satisfaction of settlements or judgments
- Contributions to financial reserves or "rainy day" funds

WHEREAS, the Board of Trustees has identified a project which, in the judgment of the Board, qualifies as a permitted use of the ARPA Funds, in direct support of governmental services, which consists of the following:

Purchase of five (5) new computers equipped with software, broadband, smartcard readers, client support software, and warranties for improvement of administrative technology software and modernization of cybersecurity software.

Police Department MDT'S (Mobile Data Terminals)

NOW THEREFORE, it is hereby RESOLVED by the Board that:

1. The Township elected to use the standard allowance by way of Resolution 2022-072 and its presumption of revenue loss due to the public health emergency and to use the amount authorized herein to fund government services.
2. The Project is hereby authorized and shall be paid for from the ARPA Funds in the amount of/an amount not to exceed: \$18,404.85
3. The Project described herein serves the objectives of the Act by providing services traditionally provided by a government, namely:
 - General government administration and administrative facilities
4. Accordingly, the Project is in the best interests of the Township and is deemed a priority for the community.
5. No obligations paid under the authority of this Resolution were incurred prior to March 3, 2021.

BE IT FURTHER RESOLVED: that it is hereby found and determined that all formal actions of this Township concerning and relating to the adoption of this Resolution were adopted in an open meeting of the Township Trustees, and that all deliberations of the Township Trustees and any of its committees that resulted in such formal action, were in a meeting open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

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 2022-073:

Be It Resolved *by the Township Trustees of Howland Township*

WHEREAS, the following list of properties have been cited during the month of May, 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>
3448 Beechwood Ave,	Parcel # 28-300351
3254 Crestview AVE SE	Parcel # 28-511171
8141 Castle Rock Drive NE	Parcel#28-121275
8848 King Graves	Parcel# 28-322475
6060 Mines Road	Parcel# 28-390900
2878 Niles Vienna Rd	Parcel# 28-573401
2915 North Road	Parcel# 28-334200
8618 Old Orchard	Parcel# 28-222850
3478 Overlook Ave	Parcel# 28-598100
3479 Overlook Dr	Parcel# 28-590000
3273 Valacamp Ave	Parcel# 28-409700
3589 Valacamp Ave	Parcel# 28-304650
3709 Valacamp Ave	Parcel# 28-354500
2699 Fairview Ave	Parcel# 28-554520

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 2022-074:

Per the recommendation of Administrator Darlene St. George approve Howland Township to be part of a multi-jurisdictional grant for the Trumbull County Broadband Preliminary Engineering Study. The Western Reserve Port Authority is the lead agency. The Township is committing a 16% match up to \$5,000.

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 2022-075:

Per the recommendation of Administrator Darlene St. George and Public Works Director David McCann, approve purchasing a 2023 International Dump Body and Plow Assembly for a total cost of \$89,638.00 from The Gledhill Road Machinery Co. through the State Co-Operative Purchasing Program.

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 2022-076:

Per the recommendation of Administrator Darlene St. George and Public Works Director David McCann, approve purchasing a Asphalt Heat Box-Model KM 8000TEDD for a total cost of \$32,670.00 from Southeastern Equipment Company. The pricing is through the Sourcewell Government Discount Program which is lower than the State Cooperative Bid Program.

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

REPORTS FROM THE DEPARTMENT HEADS:

Trustee Matt Vansuch: Forms are on the township's website for the July 4th parade

Trustee Dr. Jim LaPolla: Thank the Bolindale Food Pantry for their hospitality.

Trustee Rick Clark: Road closed on Hunt Club Trail from May 16 till June 10 to replace a culvert. They will be moving the yellow historical society house on Sunday morning, July 17 or July 24. ODOT will reimburse all costs.

Fire Chief Pantalone: Residents that signed up for smoke detectors will be contacted in the next few weeks. There are some safety helmets still available.

Police Chief Roberts: An increase of car break-ins. Please keep your cars locked.

Trustee Rick Clark: Police work very hard in protecting our township. As discussed last meeting the need for additional funds for the Police Department, a 1.5 mill levy should be placed on the November ballot. Chief Roberts spoke about the need for the levy. 1.5 mills would generate \$686,277 per year. All Trustees spoke in favor of placing the levy on the November ballot.

Public Works Director David McCann: Finished picking up the westside limbs and branches. The department began mowing grass last week. Summer workers are a big help. We continue to work on potholes.

Planning Director Kim Mascarella: The last Winter Farmers Market will be on May 21. Food Truck Friday will be June 3. Farmers Market outside will start June 4. We received a grant along

with Warren City and Trumbull County from the Federal Government for the Golden Triangle for \$2,700,000 to improve the area. It also took the help and support of all the businesses in the area.

PUBLIC COMMENTS

None

A motion was made by Dr. James LaPolla and seconded by Matthew Vansuch to adjourn the meeting at 6:49 P.M.

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

Approved by: Thomas Krispinsky Dated: 5/18/2022
Thomas Krispinsky, Fiscal Officer

Approved by: Rick Clark Dated: 5/18/2022
Rick Clark, Chair