

MINUTES OF THE HOWLAND TOWNSHIP BOARD OF TRUSTEES

The Howland Township Board of Trustees held their regular meeting on December 14, 2022, at 6:00 PM at the Howland Township Government Building, 205 Niles Cortland Rd. NE, Warren, OH 44484

PLEDGE OF ALLEGIANCE - Led by Adriana Mancino

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 the November 2, 2022 and the November 9, 2022 meeting minutes and accept them as written.

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

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 2022-152:

Authorize Fiscal Officer Thomas Krispinsky to request an Advance of 1st Half Settlement of 2022 Real Estate Taxes from the Trumbull County Auditor in the year 2023.

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 2022-153:

Be it resolved that the Board of Trustees of Howland Township, Trumbull County, Ohio approve the Temporary Appropriations to provide for the current expenses and other

expenditures during the fiscal year ending December 31, 2023, the sums be and the same are hereby set aside and appropriated for the several purposes for which expenditures are to be made for and during said fiscal year (Copy 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 2022-154:

Authorize the Fiscal Officer Thomas Krispinsky to supplement the following appropriations from unbudgeted fund money:

Fund 2081 – Police Fund:

2081-210-190	Salaries	\$55,000.00
2081-210-213	Medicare	\$ 1,500.00
2081-210-211	Ohio Public Employees Retirement	\$,4,500.00
2081-210-382	Libaility Insurance	\$ 5,000.00

Fund 2111 – Fire Fund

2111-220-190	Salaries	\$30,000.00
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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 2022-155:

Per Resolution 1997-036 - Authorize Fiscal Officer Thomas Krispinsky to transfer the following:

Lodging Tax Money Received in 2022 budget for 2023:

Transfer out:	General Fund 1000-910-910	(\$145,780.05)
Transfer in:	Police District 2081-931-0000	\$145,780.

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 2022-159:

Per the recommendation of Police Chief Nick Roberts, the Board of Trustees of Howland Township do not request a hearing for the transferred D5 Liquor License from Gasland Mart, 2851 Larchmont Ave NE Warren, OH 44483 to Deep Larchmont , same address.

D-5 Spirituous liquor for on premises consumption only, beer, wine and mixed beverages for on premises, or off premises in original sealed containers, until 2:30am.

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 2022-160:

Authorize Fiscal Officer Thomas Krispinsky to advertise through GPD for bids for the approved ARPA Public Works Sanitation Improvement Project located at 3600 North River Rd. N.E.

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 2022-161:

Authorize Fiscal Officer Thomas Krispinsky to pay Tri County Asphalt Materials, Inc. \$3,690.84 - Invoice #'s HT103122 dated October 31, 2022 & HT101522, dated October 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 2022-162:

Per the recommendation of Public Works Director David McCann and Administrator Darlene St. George, approve to revise Resolution 2022-146 - GRANT-OPWC 2023 Road Resurfacing Program Application Section 2 to read:

The *Township Administrator, Darlene St. George* is authorized to enter into any agreements as may be necessary and appropriate for obtaining this financial assistance.

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 2022-163:

Per the recommendation of Public Works Director David McCann and Administrator Darlene St. George, approve to hire Michael R. Armour as a full-time Public Works employee effective November 16, 2022. Michael will receive the following:

90% Truck Driver Wage \$23.95 per hour (90 day probationary period)
100% Truck Driver Wage \$25.16 per hour (after successful probationary period)

40 hours of paid sick leave balance upon hire date

40 hours of paid vacation time effective January 1, 2023

Michael will receive all benefits as per the Township Policy and Howland Township Road Department Association Collective Bargaining Agreement.

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 2022-164:

The Howland Township Trustees approve the sale of the following Fire Department item on auction site GovDeals The item is unneeded, obsolete or unfit personal property.

1990 Hercules Trailer Model HU-1572 Serial # 1572115

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 2022-165:

Per the recommendation of Administrator Darlene St. George and Fire Chief James Pantalone, hire Shane Stelk as a Part-time Instructor for the Howland Township Training

Center effective December 16, 2022. He will receive \$20.00 an hour as a Probationary Instructor and \$25.00 an hour as a Lead Instructor 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 2022-166:

Per the recommendation of Administrator Darlene St. George and Fire Chief James Pantalone authorize to promote Anthony Fairbanks from Firefighter/Paramedic to Lieutenant/Paramedic at the Lieutenant wage, per the Collective Bargaining Agreement between IAFF Local 2786 and the Howland Township Trustees, effective November 18, 2022.

Anthony will continue to receive all benefits as per the Township Personnel Policy and the Howland Township Fire Department's IAFF Local 2786 Contract.

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

Rick Clark gave the Oath of Office to Anthony Fairbanks.

REPORTS FROM THE DEPARTMENT HEADS:

Trustee Matt Vansuch:

Thanked Jimmy Rollison and Carly Saxon for setting up the park for the Christmas tree lighting.

There will be more information coming out soon on the hearing for the annexation of the 2 parcels of property in the township.

Trustee Dr. Jim LaPolla:

The newspaper had an article on the Township Comprehensive Plan Survey. Please help us out by taking it.

Administrator Darlene St. George:

Thanked all the Township's employees for everything you have done this past year and wishing you a Happy Holiday.

Fire Chief Pantalone:

The department finished up two reports, one from the ISO (Insurance Service Organization) and the other from the BWC safety assessment. Both reports came out good. This does have an effect on the home owners and commercial property insurance rates.

Public Works Foreman Kris Dillon:

All the department's equipment is ready for the winter. The project on Old Farm Rd has not been started.

Zoning Director Dan Morgan:

The Zoning Department issued 15 permits totaling \$133,000 in tax value in the past month. The Zoning Department has completed 43 inspections. There are 62 cases still open. Some will have to wait until the spring to finish.

Another reminder to please take the township's survey. We are asking our employees who live in the township to also take the survey.

Fiscal Officer Thomas Krispinsky:

We'll be having an outside firm doing the Township's audit for the 2021 and 2022 years. The name of the firm is Charles E. Harris and Associates out of Cleveland. They will start sometime in January.

COMMENTS FROM THE PUBLIC:

Chuck Mackey, from the Bolindale Food Pantry, would like to thank the Township for all the help and donations they have received. They also have received a lot of donations from the Howland High School. Darlene St. George thanked Chuck and his family for what they do for our community.

A motion was made by Dr. James LaPolla and seconded by Matthew Vansuch to adjourn the meeting at 6:48 PM.

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

Approved by: Thomas Krispinsky Dated: 1/9/23
Thomas Krispinsky, Fiscal Officer

Approved by: Rick Clark Dated: 1/9/23
Rick Clark, Chair