

MINUTES OF THE HOWLAND TOWNSHIP BOARD OF TRUSTEES

The Howland Township Board of Trustees held their regular meeting on February 8, 2023, at 6:00 P.M at the Howland Township Government Building, 205 Niles Cortland Rd. NE, Warren, OH 44484

PLEDGE OF ALLEGIANCE

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

.....
A motion was made by Matthew Vansuch and seconded by Dr James LaPolla to excuse Rick Clark from the meeting:

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

A motion was made by Matthew Vansuch and seconded by Dr. James LaPolla to suspend the reading of January 11, 2023 meeting minutes and accept as written.

Roll Call: Matthew Vansuch – yea
Dr. James LaPolla – yea

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 J LaPolla -yea

A motion was made by Matthew Vansuch and seconded by Dr. James LaPolla to vote on Resolution **2023-020:**

Authorize Fiscal Officer Thomas Krispinsky to supplement the permanent revenue budget in UAN accounting software due to additional tax money reported on the Trumbull County Auditors Certificate of Estimated Resources 23-1.

Fund 1000 – General Fund + \$1,009.13
Fund 2031 - Public Works Fund + \$5637.33
Fund 2081 – Police Fund + \$694,963.98
Fund 2111 – Fire Fund + \$13,043.78

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

A motion was made by Matthew Vansuch and seconded by Dr. James LaPolla to vote on Resolution **2023-021**:

Authorize Fiscal Officer Thomas Krispinsky to delete the following funds from the UAN Account Software. The funds have a “zero” balance and are no longer need for the intended purpose.

2272 – Coronavirus Relief Fund
2903 - FEMA Assistant Firefighters Grant
2904 – 2020 FEMA Assistant Firefighters Grant
2905 – Cemetery Chapel Fund
2906 – 2022 OCJS Body-Worn Camera Grant
2908 – 2022 State Fire Marshal Equipment Grant
4401 – Mosquito Creek Floodplain – Maffitt Acquisition
4403 – Golden Triangle Wetland Acquisition -OPWC
4405 – 54” Storm Sewer Emerg (Allyson) OPWC
4406 – Rosegarden Storm Sewer – OPWC
4901 – EDA Planning Grant – Golden Triangle
4902 – High St./Willow Dr. Pedestrian Sidewalk

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

A motion was made by Matthew Vansuch and seconded by Dr. James LaPolla to vote on Resolution **2023-022**:

Authorize Fiscal Officer Thomas Krispinsky to increase the following fund, revenue, appropriation accounts and request an Amended Certificate from the Trumbull County Auditor due to the OneOhio Opioid Settlement from the State of Ohio for 2023.

Fund 2909

OneOhio Opioid Settlement \$ 9,719.89

Revenue Budget

2909-539 Other State Receipts \$ 9,719.89

Appropriation Budget

2909-210-590 Other \$ 9,719.89

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

A motion was made by Matthew Vansuch and seconded by Dr. James LaPolla to vote on Resolution **2023-023**:

Authorize the Fiscal Officer to establish the following Fund, establish Revenue/Appropriation accounts, and request an Amended Certificate from the Trumbull County Auditor to increase the budget by \$150,000.00. The money is awarded from OPWC for the 2023 Road Program.

Fund 4401 – 2023 Road Program - **Fund Total \$150,000.00**

Revenue Budget:

4401-538-Local Public Works Commission **\$150,000.00**

Appropriate Budget:

4401-330-730-2100-Improvement of Sites (OPWC Grant) **\$150,000.00**

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

A motion was made by Matthew Vansuch and seconded by Dr, James LaPolla to vote on Resolution **2023-024:**

Per the recommendation of Administrator Darlene St. George, approve to apply for the 2023 Scrap Tire Grant Program through the Geauga-Trumbull Solid Waste Management District.

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

A motion was made by Matthew Vansuch and seconded by Dr. James LaPolla to vote on Resolution **2023-025:**

Per the recommendation of Administrator Darlene St. George, approve to contract Grace Services Inc. to provide weed control in Township ditches, retention ponds, and cemeteries at the cost of \$2,877.00. An increase of \$372.00 from last year.

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

A motion was made by Matthew Vansuch and seconded by Dr. James LaPolla to vote on Resolution **2023-026:**

Per the recommendation of Administrator Darlene St. George, approve to contract Alexander Pest Control for the 2023 Mosquito Spraying Program at a cost of \$15,750.00. The following dates are scheduled:

May 8 th and 9 th	June 5 th and 6 th	July 10 th and 11 th
August 7 th and 8 th	September 11 th and 12 th	

The Trumbull County Combined Health District is applying for the 2023 EPA Mosquito Control Grant to offset a portion of this expense.

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

A motion was made by Matthew Vansuch and seconded by Dr, James LaPolla to vote on Resolution **2023-027:**

Per the recommendation of Administrator Darlene St. George, approve to appoint Trustee Dr. James LaPolla to represent Howland Township at the Trumbull County Health Board meeting on March 8, 2022 at 7:00 P.M.

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

A motion was made by Matthew Vansuch and seconded by Dr. James LaPolla to vote on Resolution **2023-028:**

Approve to appoint Administrator Darlene St. George and Trustee Dr. James LaPolla to the Trumbull County Planning Commission's *Tax Incentive Review Council*.

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

A motion was made by Matthew Vansuch and seconded by Dr, James LaPolla to vote on Resolution **2023-029:**

Per the recommendation of Administrator Darlene St. George and Fiscal Officer Thomas Krispinsky, approve ARPA money out of Fund 2902-Local Fiscal Recovery Fund for the following project.

- 1) Phoenix Rd. Waterline Replacement Project up to \$75,049.88

Attorney Rodgers from Baker/Dublikar Attorneys of Law has opined that the Township Match is an appropriate expenditure of ARPA funds. (full resolution attached)

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

A motion was made by Matthew Vansuch and seconded by Dr. James LaPolla to vote on Resolution **2023-030:**

Per the recommendation of Administrator Darlene St. George and Fiscal Officer Thomas Krispinsky, approve ARPA money out of Fund 2902-Local Fiscal Recovery Fund for the following purchase.

- 1) Public Works 2023 Roller Machine up to \$46,637.00

Attorney Rodgers from Baker/Dublikar Attorneys of Law has opined that the purchase is an appropriate expenditure of ARPA funds. (full resolution attached)

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

A motion was made by Matthew Vansuch and seconded by Dr, James LaPolla to vote on Resolution **2023-031**:

Per the recommendation of Administrator Darlene St. George and Fiscal Officer Thomas Krispinsky, approve ARPA money out of Fund 2902-Local Fiscal Recovery Fund for the following purchase.

- 1) Public Works Kohler Generator up to \$6,800.00

Attorney Rodgers from Baker/Dublikar Attorneys of Law has opined that the purchase is an appropriate expenditure of ARPA funds. (full resolution attached)

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

A motion was made by Matthew Vansuch and seconded by Dr. James LaPolla to vote on Resolution **2023-032**:

Per the recommendation of Administrator Darlene St. George and Fiscal Officer Thomas Krispinsky, approve ARPA money out of Fund 2902-Local Fiscal Recovery Fund for the following purchase.

- 1) Public Works – Two Pick-up Trucks up to \$94,125.00

Attorney Rodgers from Baker/Dublikar Attorneys of Law has opined that the purchase is an appropriate expenditure of ARPA funds. (full resolution attached)

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

A motion was made by Matthew Vansuch and seconded by Dr, James LaPolla to vote on Resolution **2023-033**:

Per the recommendation of Administrator Darlene St. George and Fiscal Officer Thomas Krispinsky, approve to rescind Resolution 2023-017 – Hire Part-time Brandon Davis and replace with corrected resolution:

Per the recommendation of Administrator Darlene St. George and Fire Chief James Pantalone, hire Brandon Davis as a part-time Firefighter/Medic effective January 16, 2023. Brandon will be paid \$16.32 an hour with no benefits and scheduled on an as needed basis.

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

A motion was made by Matthew Vansuch and seconded by Dr. James LaPolla to vote on Resolution **2023-034**:

Authorize the Trumbull County Engineer's Office and the Trumbull County Commissioners to advertise for bids, on behalf of Howland Township, for the 2022 Public Works Paving Program.

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

A motion was made by Matthew Vansuch and seconded by Dr. James LaPolla to vote on Resolution **2023-035**:

Authorize the Trumbull County Engineer's Office and the Trumbull County Commissioners to advertise for bids, on behalf of Howland Township, for the Ohio Public Works Commission Project – APP-043512 - 2023 Road Program.

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

A motion was made by Matthew Vansuch and seconded by Dr. James LaPolla to vote on Resolution **2023-036**:

Per the recommendation of Administrator Darlene St. George, hire Linda Vannelli as a part-time employee/trainer in the Public Works Department Administrative Office effective March 4, 2023. Linda will receive \$22.00 per hour, no benefits, and scheduled on an as-needed basis.

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

A motion was made by Matthew Vansuch and seconded by Dr. James LaPolla to vote on Resolution **2023-037**:

Per the recommendation of Administrator Darlene St. George, authorize the Township to apply to the Geauga Trumbull Solid Waste Management District's 2023 Go-Green Grant Program up to \$5,000.00. If awarded, the funding will improve the North River Road drop-off recycling site with fencing, signage, and security cameras. There is no match for the Township.

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

A motion was made by Matthew Vansuch and seconded by Dr. James LaPolla to vote on Resolution **2023-038**:

Per the recommendation of Administrator Darlene St. George, authorize the Township to apply to the Geauga Trumbull Solid Waste Management District's 2023 Go-Green Grant

Program up to \$5,000.00. If awarded, the funding will improve the North River Road drop-off recycling site with fencing, signage, and security cameras. There is no match for the Township.

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

A motion was made by Matthew Vansuch and seconded by Dr. James LaPolla to vote on Resolution **2023-039:**

Per the recommendation of Administrator Darlene St. George and Fire Chief James Pantalone, approve to accept the resignation of part-time Firefighter-Tyler Hill for personal reasons effective January 13, 2023.

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

A motion was made by Matthew Vansuch and seconded by Dr. James LaPolla to vote on Resolution **2023-040:**

Per the recommendation of Administrator Darlene St. George and Fire Chief James Pantalone, approve to apply for the 2023 Fire Department Training Reimbursement Grant through the Department of Commerce Division of State Fire Marshal.

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

A motion was made by Matthew Vansuch and seconded by Dr. James LaPolla to vote on Resolution **2023-041:**

Per the recommendation of Administrator Darlene St. George and Fire Chief James Pantalone, approve to apply for the 2023 Fire Department Equipment Grant through the Department of Commerce Division of State Fire Marshal.

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

A motion was made by Matthew Vansuch and seconded by Dr. James LaPolla to vote on Resolution **2023-042:**

Per the recommendation of Administrator Darlene St. George and Fire Chief James Pantalone, approve to apply for the 2023 FEMA AFG Equipment Grant.

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

A motion was made by Matthew Vansuch and seconded by Dr. James LaPolla to vote on Resolution **2023-043**:

Per the recommendation of Administrator Darlene St. George and Fire Chief James Pantalone, approve to apply for the 2023 Bureau of Workers Compensation Grant for a Diesel Exhaust Removal System at Station 31.

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

A motion was made by Matthew Vansuch and seconded by Dr. James LaPolla to vote on Resolution **2023-044**:

Per the recommendation of Administrator Darlene St. George and Fire Chief James Pantalone, accept William Prince and Jakob Baxter as volunteers without pay in the Fire Department effective February 1, 2023. Both William and Jakob will be utilized on an as needed basis.

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

A motion was made by Matthew Vansuch and seconded by Dr. James LaPolla to vote on Resolution **2023-045**:

The Howland Township Trustees approve the sale of the following Police Department Vehicles on auction site GovDeals. The vehicles are unneeded, obsolete or unfit personal property.

2016 Chevy Impala	VIN#	2G1WD5E33G1157195
2016 Chevy Impala	VIN#	2G1WD5E33G1157690
2008 Chevrolet Trailblazer	VIN#	1GNDDT13S282262699
2010 Chevrolet Tahoe	VIN#	1GNFK03079R166256

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

A motion was made by Matthew Vansuch and seconded by Dr. James LaPolla to vote on Resolution **2023-046**:

Per the recommendation of Administrator Darlene St. George and Police Chief Nick Roberts, hire Nicholas M. Fitzgerald as a full-time Patrolman effective February 16, 2023. Nicholas will begin employment at 90% of the Patrolman’s current hourly rate during his probationary period.

Upon successfully completing a minimum two-month probationary period, Nicholas will receive 100% of the current hourly rate of pay and all benefits as per the Township Policy, Police Contract and Regulations as per the Howland Township Police Rules & Procedure Manual.

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

CHAIR DR. JAMES LAPOLLA GAVE THE OATH OF OFFICE TO PATROLMAN NICHOLAS M. FITZGERALD

A motion was made by Matthew Vansuch and seconded by Dr. James LaPolla to vote on Resolution **2023-047:**

Approve the Board of Trustees to schedule a special meeting on Monday, February 13, 2023 at 8:30 a.m. The purpose of this meeting will be to discuss department budgets, 2023 Permanent Appropriations and additional financial resolutions as needed.

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

A motion was made by Matthew Vansuch and seconded by Dr. James LaPolla to vote on Resolution **2023-048:**

Per the recommendation of Administrator Darlene St. George to appoint James Thomas Hosack, Sr. to the Board of Zoning Appeals as an alternate member. His term will commence immediately and conclude December 31, 2024.

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

REPORTS FROM THE DEPARTMENT HEADS:

Trustee Matt Vansuch: The annexation hearing will be on Monday, February 27, 2023 at 9:00a.m. at the Trumbull County Commissioner's Hearing Room. He encourages as many people as possible to attend. He thanked the Police Department for the good job they did dealing with the recent accident at Rt 82 and Howland-Wilson Rd.

Trustee Dr. Jim LaPolla: A thank you to the Police Department in assisting with getting a patient home from his office. A thank you to the Fire Department for making sure everything was okay with the air quality after the train accident in East Palestine, Ohio.

Police Chief Roberts: The Department did an outstanding job in assisting the State Highway Patrol dealing with the recent accident at Rt 82 and Howland-Wilson Rd.

Public Works Director David McCann: With the good weather we still have a good amount of salt left.

Planning Director Kim Mascarella: Comprehensive Plan survey was answered by over 800 residents from the township. The consultant will review all of them. A thank you to the Tribune for their help with the survey.

Fiscal Officer Thomas Krispinsky: The auditors arrived yesterday to start the Township audit for the 2021-2022 years.

PUBLIC COMMENTS:

Ed Palumbo asked if the Annexation Hearing will be recorded, and Mr. Vansuch told him yes, it will. He also asked if the volunteer firemen are paid and do they go out on fires? Mr. Vansuch told him they are not paid and depending on their level if they will go out on a call. Finally, Mr. Palumbo asked for the carryover balance for the Township for the year end. Mr. Krispinsky will make an appointment to review this with him.

A motion was made by Matthew Vansuch and seconded by Dr. James LaPolla to adjourn the meeting at 6:53 P.M.

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

Approved by: Thomas Krispinsky Dated: 2/13/23
Thomas Krispinsky, Fiscal Officer

Approved by: Dr. James LaPolla Dated: 2/13/23
Dr. James LaPolla, Chairperson-Trustee