

MINUTES OF THE HOWLAND TOWNSHIP BOARD OF TRUSTEES

The Howland Township Board of Trustees held their regular meeting on May 10, 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 (will be a little late)
Rick Clark - Present

A motion was made by Matthew Vansuch and seconded by Rick Clark to suspend the reading of the April 12, 2023 Regular Meeting minutes and accept as written.

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

A motion was made by Matthew Vansuch and seconded by Rick Clark 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 -absent
Rick Clark -yea

A motion was made by Matthew Vansuch and seconded by Rick Clark to vote on Resolution **2023-077:**

Per the recommendation of Administrator Darlene St. George and Police Chief Nick Roberts, hire Brandon McDaniels as a full-time Patrolman effective May 16, 2023. Brandon 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, Brandon 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.

6:04 PM - Trustee Dr. LaPolla joined the meeting

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

Trustee Rick Clark gave the Oath of Office to Brandon McDaniels

A motion was made by Dr. James LaPolla and seconded by Matthew Vansuch to vote on Resolution **2023-078**:

Per the recommendation of Administrator Darlene St. George and Police Chief Nick Roberts, authorize the Police Department to apply for the 2023 US Department of Justice "Bulletproof Vest Partnership (BVP) Program Reimbursement Grant." The total purchase cost is \$19,338.80. The maximum grant allowance is \$14,060.00, with a 50% reimbursement of \$7,030.00.

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 **2023-079**:

Fiscal Officer Thomas Krispinsky certifies that \$19,338.80 is available in the Police Fund 2081 for the initial purchase of bulletproof vests and carriers for the 2023 US Department of Justice "Bulletproof Vest Partnership (BVP) Program Reimbursement Grant." After 50 % of the allowed \$14,060.00, the final expenditure is \$12,308.80

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 **2023-080**:

Per the recommendation of Administrator Darlene St. George and Police Chief Nick Roberts, hire Ron Bellus as a part-time clerical contracted employee in the Police Department's administrative office on an as-needed basis, effective April 3, 2023. Ron will be paid \$18.50 per hour.

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 **2023-081**:

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) Howland Gazebo Project not to exceed \$40,000.00

Attorney Rodgers from Baker/Dublikar Attorneys of Law has opined the project is an appropriate expenditure of ARPA funds. (full resolution 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 **2023-082:**

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) Bolindale Food Pantry – \$10,000.00 (\$1,000 monthly payments)

Attorney Rodgers from Baker/Dublikar Attorneys of Law has opined the project is an appropriate expenditure of ARPA funds.

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 **2023-083:**

Per the recommendation of Administrator Darlene St. George and Zoning Director Dan Morgan, accept the resignation of Part-time Zoning Assistant Thomas Keiran for personal reasons effective May 9, 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 **2023-084:**

Per the recommendation of Administrator Darlene St. George and Zoning Director Dan Morgan, hire Eric Hosokawa as a Part-time Zoning Assistant with an hourly rate of \$18.36 per hour effective May 16, 2023. Eric 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 Dr. James LaPolla and seconded by Matthew Vansuch to vote on Resolution **2023-085:**

The Howland Township Trustees approve the following items for disposal/recycling at the Geauga Trumbull Solid Waste. The items are unneeded, obsolete, or unfit personal property.

1 Mr. Coffee Pot

1 BUN Coffee Pot

2 RCA Telephones

1 SX 4000 Typewriter	1 APC Smart UPS 1500	1 HP LaserJet Printer
1 HP Design Jet Printer 450-C	1 HP Desk Jet 832C Printer	1 Desk Jet Printer
1 Dell S2830DN Printer	1 Kodak Printer	1 Brother 2800 Fax
1 HP 1040 Fax	1 CCS 500 Achiever	2 Flip Phones
1 Electronic Cash Register	1 Instamatic Camera	4 Large Calculators
3 Sets of Computer Speakers	1 Shredder	4 UPS Backups

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 **2023-086:**

The Howland Township Trustees approve the sale of the following Township items on auction site GovDeals and/or disposal. The items are unneeded, obsolete, or unfit personal property. (full list attached)

28 Computers	1 Mail Archiver	1 Server	2 Printers
1 Linksys Switch	9 Keyboards	10 Monitors	1 Canon Copier

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 **2023-087:**

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

WHEREAS, under RC 505.86, the Howland Township Board of Trustees ("Trustees") may provide for the removal, repair, or securance of buildings or other structures within Howland Township which have been found unsecured and unsafe by the Howland Township Fire Department.

WHEREAS, the Howland Township Fire Department has declared the following structure located at the following property to be unsecured and unsafe.

<u>Address:</u>	<u>Parcel ID:</u>
1318 Rosewood Drive	28-508755

WHEREAS, Howland Township shall secure the aforementioned structure at least thirty (30) days after the Trustees, through Howland Townships Zoning Administrator, give written notice by certified mail, return receipt requested, to each owner and lien holder of the respective structures of the intent to secure the structure the same and

WHEREAS, the referenced notice shall include a copy of this resolution and inform all owners and lien holders of the referenced structures that they are entitled to a due process hearing if they request such hearing by submitting a written request to the Howland

Townships Fiscal Officer with proof of the same within twenty (20) days after the written notice was mailed by Howland Township and

WHEREAS, if the owner or lien holder of a structure to be secured timely requests a due process hearing relative to Howland Townships' intent to Secure a respective structure, then the Township Trustees shall set a due process hearing within fifteen (15) days, but not earlier than seven (7) days after the owner or lien holder requested a due process hearing unless otherwise agreed to by the Trustees and owner or lien holder and

WHEREAS, the due process hearing notice shall set forth the date, time, and place for the hearing and notify the owner and lien holders by certified mail, return receipt requested and

WHEREAS, all due process hearings shall be recorded by stenographic or electronic means and

WHEREAS, the Trustees shall make an order, through the duly adopted resolution, declaring the matters not later than thirty (30) days after a due process hearing or not later than thirty (30) days after making notice to the owner and lien holders if neither requested a due process hearing, and

WHEREAS, at any time, an owner or lien holder may enter into an agreement with the Trustees to perform the securance of the unsecured structure, and

WHEREAS, Howland Township shall recover all of the authorized costs incidental to the securance of structures identified herein in accordance with RC 505.86 (F) and

Section 1. Howland Townships Zoning Administrator shall send the initial written notice, as outlined herein, to all owners and lien holders of record of the structures identified herein.

Section 2. If the due process hearing is timely and properly requested by any owners or lien holders of the structures identified herein, then the Zoning Administrator shall t imely send the due process hearing notice described herein to the applicable owner and lien holder of the subject structure.

Section 3. The Trustees, through a duly adopted resolution, shall make an order deciding not later than thirty (30) days after mailing notice to the owner and lien holders of the structures identified herein if neither requested a due process hearing.

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 **2023-088**:

Be It Resolved by the Township Trustees of Howland Township

WHEREAS, the following list of properties have been cited during the month of May, 2023 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 contacted the property owner, and the property owner does not have the ability to dispose of the rubbish in a timely fashion.

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 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>
2817,2819 Deforest Rd. SE	Parcel# 28-523190
2709 Fairview Ave.	Parcel# 28-391900
3167 Draper Ave. SE	Parcel# 28-300000
2699 Fairview Ave.	Parcel# 28-554520
568 North Road SE	Parcel# 28-482900
8618 Old Orchard Rd. SE	Parcel# 28-222850
3101 Orchard Ave. SE	Parcel# 28-432765
3478 Overlook Ave.	Parcel# 28-598100
3479 Overlook Ave.	Parcel# 28-590000
1318 Rosewood Dr. NE	Parcel# 28-508755
3329 Ridge Road	Parcel# 28-218500
3245 Valacamp Ave.	Parcel# 28-470202
3709 Valacamp Ave.	Parcel# 28-354500

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 **2023-089**:

Per the recommendation of Administrator Darlene St. George, approve entering into the 2023 Mosquito Control Grant Agreement with the Trumbull County Combined Health District. The grant will reimburse the Township up to \$1,666.00 for mosquito spraying within the Township.

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 **2023-090**:

Per the recommendation of Administrator Darlene St. George and Fire Chief James Pantalone, accept the resignation of full-time Firefighter/Paramedic Zachery Hileman for personal reasons effective May 2, 2023.

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

REPORTS FROM DEPARTMENT HEADS:

Trustee Matt Vansuch: Food Truck Fridays start June 16 and will continue on the 3rd Friday of the month through September. The weekly outdoor Summer Farmers Market begins on June 3.

Trustee Rick Clark: The Shred & Fill the Cruiser Day saw 2.5 tons of paper shredded and a couple of cruisers filled with food. It was little down from last year. The Boardwalk at the Township Park is finished. Congratulations to Darlene St. George and Kim Mascarella for receiving a grant for the remodeling of the Howland SCOPE center of over \$270,000.

Fire Chief Pantalone: Started spring cleaning at all of the stations. Also testing the fire hydrants in the township. Need to fill one position in the department. The part time firefighters are down from 20 to 8.

Police Chief Roberts: The department responded to 886 calls during the past month; officers handled 114 traffic stops and issued 40 citations. There were 27 non-injury crashes and 12 accidents with injury. There were 17 arrests and 1 overdose. Summer months are ahead of us and this usually increases some of these. Howland High School Prom is this Friday at the Eastwood Mall Event Center. We'll have one police officer along with a Niles police officer there. The department is still looking to hire 2 more police officers.

Public Works Director David McCann: The department is in full spring mode with grass cutting, completing the limb and branch pickup and getting the cemetery ready for Memorial Day. Looking forward to the summer help to assist us with the grass cutting.

Zoning Director Dan Morgan: The department issued 31 permits totaling \$1,176,000 in valuation. Received 32 complaints and still have 104 open cases. A reminder that the

Comprehensive Plan public update will be on May 17, 2023 at 5:00 PM in the township's meeting room. This will be public forum #2.

Fiscal Officer Tom Krispinsky: Attended the Howland Community Scholarship breakfast a few weeks ago for the scholarship that the Trustees and myself give. The recipient of the scholarship was Mario Peharich. He sent a thank you for the scholarship, which he will use when he attends Penn State this fall.

Trustee Rick Clark: The annexation petition for the property in the township has been withdrawn. Not sure why but it could be refiled.

PUBLIC COMMENTS:

Ed Palumbo: questioned on item 8 on the agenda: why repair the township gazebo when you could replace the whole structure? Rick Clark told him that it was decided that it was better to repair as needed. He also questioned agenda item 15 regarding high grass. What was the rule for starting the process of township mowing private property? David McCann told him the we use an 8-inch rule to decide when to cut.

Bruce Gump wondered why the shred day and farmers market were on the same day. Darlene St. George stated that a conflict with the company used for shredding necessitated that. Bruce had another question on the Howland Springs project and Darlene and Matt answered as for now nothing is on the schedule.

Trustee Rick Clark: Announced he will not seek reelection in the fall. His current term ends this year.

A motion was made by Matthew Vansuch and seconded by Dr. James LaPolla to adjourn the meeting at 6:55 PM.

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

Approved by: Thomas Krispinsky Dated: 5/16/23
Thomas Krispinsky, Fiscal Officer

Approved by: Rick Clark Dated: 5/16/23
Rick Clark, Chairperson-Trustee