

MINUTES OF THE HOWLAND TOWNSHIP BOARD OF TRUSTEES

The Howland Township Board of Trustees held their regular meeting on July 12, 2023, at 6:00 pm 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 - Present

A motion was made by Matthew Vansuch and seconded by Dr. James LaPolla to suspend the reading of the June 14, 2023 Regular Meeting minutes and accept as written.

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 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 Matthew Vansuch and seconded by Dr. James LaPolla to vote on Resolution **2023-107:**

WHEREAS, The Howland Township Board of Trustees held a public hearing on July 12, 2023, at 5:45 PM, for the 2024 Howland Township Alternative Tax Budget; and

NOW, THEREFORE BE IT RESOLVED by the Howland Township Board of Trustees, Trumbull County, Ohio, to adopt the 2024 Alternative Tax Budget for Howland Township as presented and submit it to the Trumbull County Budget Commission on or before July 20, 2023.

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 **2023-108:**

Approve to reschedule the Wednesday, August 9, 2023, Trustees meeting to Wednesday, August 16, 2023, at 6:00 PM.

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 **2023-109:**

Per the recommendation of Administrator Darlene St. George, approve a \$2.00 an-hour pay increase for Vanessa Stroup effective July 1, 2023.

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 **2023-110:**

Per the recommendation of Administrator Darlene St. George and Planning Director Kim Mascarella:

Approve a *Stormwater Drainage Facility Inspection and Maintenance Agreement* between Howland Township and Flynn's Tire and Auto Service. The agreement outlines the property owner's responsibilities in the long-term operation and maintenance of the stormwater management facilities associated with the Flynn's Tire and Auto Service facility at 1852 Niles Cortland Road SE; Parcel ID #28-903283.

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 **2023-111:**

Per the recommendation of Administrator Darlene St. George and Planning Director Kim Mascarella:

Approve a *Stormwater Drainage Facility Inspection and Maintenance Agreement* between Howland Township and Howland Commons LLC. The agreement outlines the property owner and tenant's responsibilities in the long-term operation and maintenance of the stormwater management facilities associated with the accessory parking area on Parcel ID #28-901905.

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 **2023-112:**

Schedule a public hearing for Wednesday, August 9, 2023 at 8:00 AM regarding the TLC Insurance rezoning request. The Zoning Commission held its public hearing on June 21, 2023, heard testimony, and recommended approval of the request.

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 **2023-113**:

Be It Resolved by the Township Trustees of Howland Township

WHEREAS, the following list of properties have been cited during the month of July 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. SE	Parcel# 28-391900
2699 Fairview Ave.	Parcel# 28-554520
568 North Road SE	Parcel# 28-482900
8618 Old Orchard Rd. SE	Parcel# 28-222850
3478 Overlook Ave.	Parcel# 28-598100

3479 Overlook Ave.	Parcel# 28-590000
1318 Rosewood Dr. NE	Parcel# 28-508755
3329 Ridge Rd.	Parcel# 28-218500
3245 Valacamp Ave.	Parcel# 28-470202
3709 Valacamp Ave.	Parcel# 28-354500
3448 Beechwood Ave.	Parcel# 28-300351
8848 Kings Graves Rd.	Parcel# 28-322475
3439 Surry Rd.	Parcel# 28-110300
209 Southwind Dr.	Parcel# 28-902643
8100 East Market St.	Parcel# 28-900993
1487 Woodhill Circle	Parcel# 28-731478
1072 North River Rd.	Parcel# 28-658100
8231 Englewood St.	Parcel# 28-161126
2795 Larchmont Ave.NE	Parcel# 28-492600
2629 Larchmont Ave. NE	Parcel# 28-430300
2790 Valacamp Ave.	Parcel# 28-226801
7906 Cherry Hill	Parcel# 28-475650
1166 Niles Cortland Rd.NE	Parcel# 28-538800

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 **2023-114**:

WHEREAS, under R.C 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>
2817-2819 Deforest	28-523190

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 lein 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 lean 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 lean 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 lean holder requested a due process hearing unless otherwise agreed to by the Trustees and owner or lean holder; and

WHEREAS, the due process hearing notice shall set forth the date, time, and place for the hearing and notify the owner and lean 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 lean holders if neither requested a due process hearing; and

WHEREAS, at any time, an owner or lean 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 R.C. 505.86 (F); and

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

Section 2. If the due process hearing is timely and properly requested by any owners or lean holders of the structures identified herein, then the Zoning Administrator shall timely send the due process hearing notice described herein to the applicable owner and lean 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 lean 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 Dr. James LaPolla and seconded by Matthew Vansuch to vote on Resolution **2023-115**:

Per the recommendation of Administrator Darlene St. George and Fire Chief James Pantalone, accept the 2023-2024 P1-Training & Equipment Reimbursement Grant of \$767.85 from the Ohio Department of Public Safety, Division of EMS.

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 **2023-116**:

Per the recommendation of Administrator Darlene St. George and Fire Chief James Pantalone approve to apply for the Ohio Ambulance Transportation Program through the Ohio Office of Budget Management.

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 **2023-117**:

Per the recommendation of Administrator Darlene St. George and Fire Chief James Pantalone, approve to increase the Fire Department's Part-time wages effective July 1, 2023.

Part-time Paramedic from \$16.32 hr. to \$18.00 hr.
Part-time EMT from \$13.77 hr. to \$16.00 hr.

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 **2023-118**:

Per the recommendation of Administrator Darlene St. George and Fire Chief James Pantalone, approve to hire part-time Firefighter/Medic Mitchell Tikkanen as full-time Firefighter/Medic effective July 3, 2023;

Base rate: 100% - Current Firefighter base pay - \$22.74 per hr.

Mitchell will 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

Trustee Rick Clark gave the Oath of Office to Mr. Tikkanen

REPORTS FROM DEPARTMENT HEADS:

Trustee Matt Vansuch: Next Monday July 17, 2023 will be the Annexation hearing. I would like to thank everyone who helped out with the 4th of July parade. It was a very successful parade.

Trustee Rick Clark: Thank all the departments that participated in the 4th of July parade.

Fire Chief Pantalone: With the new hire tonight all 3 stations are fully staffed.

Police Chief Roberts: The department had no problems with the 4th of July parade.

Public Works Director David McCann: The department has been busy preparing the roads that are going to be paved. The projects will be starting at the end of July by Shelly and Sands. We'll be starting in-house paving in the middle of August.

Zoning Director Dan Morgan: The Zoning Department issued 33 permits totaling \$45,000 in valuation. This was mostly small additions. During the month, there were 115 complaints and 138 inspections, and we still have 136 cases open.

Fiscal Officer Tom Krispinsky: The State Auditor's office released the Township's audit for the years 2021 and 2022 on June 26, 2023. It was another good audit. I want to thank Vanessa, Linda, Bob, Jackie, and all Departments staff for all their work for the Township to receive this good audit. This was the first time that an outside firm performed the report.

COMMENTS FROM PUBLIC:

Susan Deleo from Forest Hill Drive on behalf of six residents from the street who are concerned about the dark-colored fence being constructed in their back yards at the Monastery on Squires Lane. They are concerned about the way the fence looks and not being able to see through. The residents were told that it was going to be a 3-foot fence and chain link, not a 6-foot dark-colored fence by the property owners. Mr. Morgan told her that the 3 foot was for the front of the property and then the owners requested a 6-foot fence and were granted the change. Mr. Clark told her that if the monastery is following the rules the Trustees have no authority to make them take it down. They are not in any violation. Mr. Vansuch told her that the property is permitted for a 6-foot fence; maybe residents can provide input to the zoning commission on possible changes down the road in zoning codes. Police Chief Roberts said the monastery had issues with people trespassing on the property and maybe that is the reason for the fence.

A motion was made by Dr. James LaPolla and seconded by Matthew Vansuch to adjourn the meeting at 6:40 pm.

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

Approved by: Thomas Krispinsky Dated: 7/20/2023
Thomas Krispinsky, Fiscal Officer

Approved by: Rick Clark Dated: 7/21/23
Rick Clark, Chairperson-Trustee