

MINUTES OF THE HOWLAND TOWNSHIP BOARD OF TRUSTEES

The Howland Township Board of Trustees held their regular meeting on August 16, 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 July 12, 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 **2023-119:**

Per the recommendation of Administrator Darlene St. George and Police Chief Nick Roberts, hire Sierra Werden as a full-time Patrolman effective August 1, 2023. Sierra will begin employment with 120 hours of paid sick leave and paid 90% of the Patrolman’s current hourly rate during her training period. She will receive all benefits as per the Township Policy, Police Contract, and Regulations as per the Howland Township Police Rules & Procedure Manual.

Upon successfully completing a minimum two-month training period, Sierra will receive 100% of the current hourly rate of pay.

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

Trustee Rick Clark gave the Oath to Sierra Werden

A motion was made by Dr. James LaPolla and seconded by Matthew Vansuch to vote on Resolution **2023-120**:

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 Historical Barn Repair Project up to \$2,750.00

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 **2023-121**:

Accept the Amounts and Rates as determined by the Budget Commission and authorizing the Necessary Tax Levies, and certifying them to the County Auditor for the fiscal year commencing January 1, 2024 (resolution attached in its entirety).

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 **2023-122**:

Per the recommendation of Administrator Darlene St. George and Fire Chief James Pantalone, approve to accept the \$20,000.00 award 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 **2023-123**:

Authorize Fiscal Officer Thomas Krispinsky to establish the following Fund, establish Revenue/Appropriation accounts, and request an Amended Certificate from the Trumbull County Auditor to increase the budget by \$20,000.00. The Ohio Office of Budget Management awarded the money for the Ohio Ambulance Transportation Program.

Fund 2903 – 2023 Ambulance Transportation Program - **Fund Total \$20,000.00**

Revenue Budget:

2903-511 -Federal Funds **\$20,000.00**

Appropriation Budget:
2903-230-190 – Other Salaries **\$20,000.00**

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 **2023-124:**

Approve the School Resource Officer #1 Contract between the Board of Education for Howland Local School District and the Board of Trustees of Howland Township for the period September 5, 2023, through May 30, 2024, for a total cost of \$97,407.50. (complete contract attached in its entirety).

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 Vansuch to vote on Resolution **2023-125:**

Approve the School Resource Officer #2 Contract between the Board of Education for Howland Local School District and the Board of Trustees of Howland Township for the period September 5, 2023, through May 30, 2024, for a total cost of \$48402.61 (complete contract attached in its entirety).

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 **2023-126:**

Be It Resolved by the Township Trustees of Howland Township

WHEREAS, the following list of properties have been cited during the month of August 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	28-523190
2709 Fairview Ave SE	28-391900
2699 Fairview Ave	28-554520
568 North Road SE	28-482900
8618 Old Orchard Rd SE	28-222850
3478 Overlook Ave	28-598100
3479 Overlook Ave	28-590000
1318 Rosewood Dr. NE	28-508755
3245 Valacamp Ave.	28-470202
3709 Valacamp Ave.	28-354500
3448 Beechwood Ave.	28-300351
8848 King Graves Rd.	28-322475
3439 Surrey Rd.	28-110300
8100 East Market	28-900993
1487 Woodhill Circle	28-731478
1072 North River Rd.	28-658100
8231 Englewood St.	28-161126
2795 Larchmont Ave. NE	28-492600
2629 Larchmont Ave. NE	28-430300
2790 Valacamp Ave.	28-226801
1166 Niles Cortland Road NE	28-538800
1566 Genesee	28-631300
1696 Genesee	28-476050
8330 Englewood St.	28-417200
8600 Huntley Dr.	28-487340
5960 Mines Road	28-568800
4051 Jeanette Dr.	28-476760

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 **2023-127:**

Per the recommendation of Administrator Darlene St. George and Public Works Director David McCann, accept the bid for the ARPA Public Works Sanitation Improvement Project from:

	<u>Base Bid:</u>	<u>Alternate 1</u>
X-Press Underground, Inc. Petersburg, OH 44454	\$171,554.50	\$26,500.00

<u>Other Bids Received:</u>	<u>Base Bid:</u>	<u>Alternate 1</u>
Pollard and Land Services, Inc. Girard, PA 16417	\$218,675.00	\$32,000.00

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 **2023-128:**

Per Township Administrator Darlene St. George, approve to contract Compass Family & Community Services (CAPE) to provide an Employee Assistance Program for the period August 1, 2023 to July 31, 2024, for \$1,800.00. There is no increase from last year.

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 **2023-129:**

The Howland Township Trustees approve the sale of the following Public Works Department items on the auction site GovDeals. The items are unneeded, obsolete or unfit personal property.

Description	VIN or Serial #
1965 Chevy Spartan 80	T8635P108230
1991 International 4700	1HTSCPHL9NH456386
1991 International 4900	1HTSDAAN51H360643
2004 International 7400	1HTWDAARX5J128316
1998 Dodge 1500	1B7HC16YOW5742103

2006 Ford F-350	1FDWW36P26ED79900
1989 Case 580K Backhoe	JAB0014793
1991 Rogers Trailer Tag: 10-22-16-16.5 AB	1RBT27209MDD05709
1984 Puckett Bros Power T-450	PBP89A3912
1989 Dresser 54-6B Roller	BR250003UO62452
Miller Welder CCKA-MS/223 7G	0972501357

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 **2023-130**:

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 Robots Done Right. The agreement outlines the property owner's responsibilities in the long-term operation and maintenance of the stormwater management facilities associated with the Robots Done Right facility at 1493 Phoenix Road, Parcel ID #28-718400.

Approve a *Stormwater Drainage Facility Inspection and Maintenance Agreement* between Howland Township, Howland Commons LLC and Niles Chicken, 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 Niles Chicken LLC located at 2108 Niles Cortland Road SE on Parcel ID #28-903410.

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 **2023-131**:

Per the recommendation of Administrator Darlene St. George and Fire Chief James Pantalone, approve the Fire Department to apply for the Firefighter Exposure to Environmental Elements Grant Program (FEEEG). The grant is administrated through the Ohio BWC and is a 5 to 1 matching grant for up to \$15,000.

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 **2023-132**:

Per the recommendation of Administrator Darlene St. George and Fire Chief James Pantalone, approve the Fire Department to apply for the Safety Intervention Grant. The grant is administrated through the Ohio BWC and is a 3 to 1 matching grant up to \$40,000.

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 **2023-133: (added, not on original agenda)**

Authorize \$1,000.00 from ARPA Fund to purchase reflective vests for the Police Department to hand out to Township pedestrians and cyclelists at night.

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

REPORTS FROM DEPARTMENT HEADS:

Trustee Matt Vansuch: If all parties reach no agreement, the annexation hearing will be on August 28, 2023, at 10:00 AM at the Trumbull County Commissioners Conference Room.

Fire Chief Pantalone: Last week, the Training Center completed the three-year rotation requirements for its charter and accreditation. Repair work continues on the Township's fire hydrants. We are working with both Niles and Warren City water departments. A recent fire at an Elm Road laundromat was declared an arson. We are working with different police departments to solve the case.

Police Chief Roberts: The Police Department requested \$1,000 from the ARPA funds to purchase reflective vests. Officers will distribute them to walkers and bicyclists at dusk/night so they are highly visible at these times to drivers. Vests will also be available at the Police Department, free of charge, to residents who present a driver's license or identification card to confirm Howland residency.

Public Works Director David McCann: The Township's paving program is about 90% completed. The Department will be starting its in-house skim paving projects soon. The seasonal workers are back to school for the year after working for the Township this summer.

Planning Director Kim Mascarella: Food Truck Friday will be this Friday, August 18, 2023. The Farmer's Market continues on Saturday mornings. A Township's Community Comprehensive Plan draft is online for the public to review. Residents are encouraged to view the draft plan and use the link provided to leave comments.

The Zoning Department has had 70 violations issued since last month's meeting. The Department now has 134 cases still open. There have been multiple violations issued for parking on residential lawns. The Department wants residents to know that parking on the lawns is not allowed.

COMMENTS FROM PUBLIC:

Bruce Gump inquired about any feedback regarding the cell tower behind Springs Elementary School. Kim Mascarella told him that the Township had not heard anything.

A motion was made by Matthew Vansuch and seconded by Dr. James LaPolla to convene into Executive Session at 6:47 PM for the purpose of discussing ORC 121.22 G1-Appointment and Employment of a Public Employee.

The Board returned from Executive Session at 7:37 PM with no action being taken.

A motion was made by Dr. James LaPolla and seconded by Matthew Vansuch to adjourn the meeting at 7:38 PM

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

Approved by: Thomas Krispinsky Dated: 9/3/23
Thomas Krispinsky, Fiscal Officer

Approved by: Rick Clark Dated: 9/3/23
Rick Clark, Chairperson-Trustee