

MINUTES OF THE HOWLAND TOWNSHIP BOARD OF TRUSTEES

The Howland Township Board of Trustees held their regular meeting on October 18, 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 - Present

A motion was made by Dr. James LaPolla and seconded by Matthew Vansuch to suspend the reading of the August 16, 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 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.

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 **2023-149:**

Per the recommendation of Administrator Darlene St. George and Public Works Director David McCann, approve the increase of \$5,316.60 to the original quote by Rush Truck Centers to purchase the 2023 International Dump Truck (Chassis only). The original quote of \$86,206.40 was approved by Resolution 2022-060.

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 **2023-150:**

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) Fire Station 31-HVAC not to exceed \$12,000.00

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 Dr. James LaPolla and seconded by Matthew Vansuch to vote on Resolution **2023-151:**

Accept the resignation of Zoning Commission member Bobby Poweski, effective immediately.

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 **2023-152:**

Approve to appoint Jeff Kay to fill the unexpired term of outgoing Zoning Commission member Bobby Poweski. Mr. Kay's term will commence immediately and expire December 31, 2027.

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 **2023-153:**

Per the recommendation of Administrator Darlene St. George and Planning Director Kim Mascarella, approve the 2023 Comprehensive Community Plan Update as finalized and approved by the Howland Township Zoning Commission at the September 20, 2023 meeting.

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

Prior to this motion and vote, Ryan Smalley from Envision discussed the Comprehensive Community Plan.

A motion was made by Matthew Vansuch and seconded by Dr. James LaPolla to vote on Resolution **2023-154:**

Per the recommendation of Administrator Darlene St. George and Fire Chief James Pantalone, hire Kevin Bloom as a Part-time Instructor for the Howland Township Training Center effective October 16, 2023. Kevin will be paid at the Training Center's current hourly rates, 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 Vansuch to vote on Resolution **2023-155**:

Per the recommendation of Township Administrator Darlene St. George and Fire Chief James Pantalone approve the Records of Inspection of Fire Protection Systems as follows:

- A. The Township of Howland designates Life Safety Inspection Vault, LLC, as the third-party single point repository of testing, service, maintenance and installation documentation for fire protection systems within the Township's jurisdiction as required by the referenced standards.
- B. All certified contractors providing services, testing, installations, repair and/or maintenance of fire prevention systems to commercial facilities within the Township of Howland are required to enroll and utilize the Howland Township approved single point repository service company for reporting the rendered service information. This reporting information must be filed with the single point repository service within five (5) working days of the completion of services to the commercial facility.
- C. The single-point repository service company shall organize, maintain and monitor the received records, providing information to the Township and commercial facility pertaining to the records status and timely notifications on required inspection timetables. Fees for this service shall be paid directly from the certifying contractor to the Township approved single-point repository service company.
- D. In addition, a copy of the record of each periodic inspection, test, servicing, repairs and maintenance shall be maintained on the commercial facilities premises, or other approved location, for a period of not less than one (1) year, unless a different period of time is specified in the adopted Ohio Fire Code or other appropriate and/or related standard. On site records shall be made available to the fire chief or his/her designee, upon request.

Approval is given for entering into a no cost agreement on behalf of Howland Township and shall be reviewed for renewal in no less than one year from time of execution of said agreement.

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

REPORTS FROM DEPARTMENT HEADS:

Trustee Dr. James LaPolla: Congratulated the Warren JFK golf team for winning the OHSAA Division 3 golf state championship. With this being close to the end of the term for Mr. Clark, he thanked him for his leadership and for teaching him to be a better trustee.

Fire Chief Pantalone: October is National Fire Prevention Month, and the department will be going out to schools, churches, and other venues to speak about fire safety. The department has

arrangements for response time when the bridge is being demolished and Rt 46 will be closed for four days.

Police Chief Roberts: The department took 959 calls from the last month. 158 were traffic stops, 56 citations, 35 warnings, 32 arrests, and 53 crashes. Rt 46 will be closed from October 22 to October 26 for the bridge demolition.

Public Works Director David McCann: The department has been doing skim paving for the past 4-5 weeks. The township's Limb and Branch pick-up project starts on October 23 for the east side of Mosquito Creek and November 6 for the west side. In preparation for the upcoming winter, we have ordered 1,200 tons of salt, about half our usual amount. The price is roughly the same as last year.

Planning Director Kim Mascarella: The Zoning Department issued building permits valued at \$315,000. They had 47 violations and did 91 inspections since last month's meeting, and the department still has 101 cases open. A citation was issued for Dollar General on Market Street. The last outside Farmers Market closed an excellent year by bringing in \$106,000. The Winter Market starts the first Saturday in November and runs to next May at the Scope Center.

Fiscal Officer Tom Krispinsky: An article in the newspaper about the Trumbull County Auditor dealt with the reappraisals that were done for the county. She anticipates an increase in property value of an average of 30 to 35%. Residents can go on the Auditor's website, review their estimated increase, and file an appeal if necessary.

COMMENTS FROM PUBLIC:

Bruce Gump of Springwood Trace attended a recent candidate forum and said some trustee candidates commented that communication from trustees to residents could be better. He stated he disagreed with that statement.

Daniel Linebaugh from Overland Ave. received two letters from the Zoning Department dealing with parking his semi-truck on his property. He has parked his truck there for the past eight years and received no complaints. He was instructed to attend the Zoning Commission meeting on November 15, 2023, at 5:00 p.m. to address his concerns. He was asked to contact the Zoning Director and our Law Counsel before the meeting to discuss.

Chuck Morrow from Crosswinds thanked the zoning board and members of the Comprehensive Plan Steering Committee for listening to residents from his neighborhood.

A motion was made by Dr. James LaPolla and seconded by Matthew Vansuch to adjourn the meeting at 7:06 p.m.

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

Approved by: Thomas Krispinsky Dated: 10/19/2023
Thomas Krispinsky, Fiscal Officer

Approved by: Rick Clark Dated: 10/19/2023
Rick Clark, Chairperson-Trustee