

MINUTES OF THE HOWLAND TOWNSHIP BOARD OF TRUSTEES

The Howland Township Board of Trustees held their regular meeting on November 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 - Absent

A motion was made by Matthew Vansuch and seconded by Dr. James LaPolla to excuse Trustee Rick Clark for personal reasons.

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 the October 18, 2023, Regular 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.

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

A motion was made by Matthew Vansuch and seconded by Dr. James LaPolla to vote on Resolution **2023-156:**

Approve to reschedule the December 13, 2023 Trustees meeting to Monday, December 11, 2023, @ 7:00 P.M.

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

A motion was made by Matthew Vansuch and seconded by Dr. James LaPolla to vote on Resolution **2023-157:**

Approve to schedule a Special Howland Township Board of Trustees meeting for Thursday, December 28, 2023 @ 8:00 A.M. to finalize 2023 Township business.

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

A motion was made by Matthew Vansuch and seconded by Dr. James LaPolla to vote on Resolution **2023-158**:

Approve dues assessment for Trumbull County Emergency Management Agency for calendar year 2024 based on the 2020 Census.

17,191 @ \$0.30 = \$5,157.30

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

A motion was made by Matthew Vansuch and seconded by Dr. James LaPolla to vote on Resolution **2023-159**:

Authorize the Fiscal Officer Thomas Krispinsky to supplement the following appropriation from unbudgeted fund money:

Fund 1000 – General Fund:

1000-910-910-0000 Transfers Out \$187,988.38

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

A motion was made by Matthew Vansuch and seconded by Dr. James LaPolla to vote on Resolution **2023-160**:

Per Resolution 1997-036 - Authorize Fiscal Officer Thomas Krispinsky to transfer the following:

Lodging Tax Money Received in 2023 -

Transfer out: General Fund 1000-910-910 (337,988.38)
Transfer in: Police District 2081-931-0000 \$168,994.19
Fire/EMS 2019 2112-931-0000 \$168,994.19

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

A motion was made by Matthew Vansuch and seconded by Dr. James LaPolla to vote on Resolution **2023-161**:

Per the recommendation of Administrator Darlene St. George and Fire Chief James Pantalone, approve to accept the awarded BWC Firefighter Exposure to Environmental Elements Grant Program (FEEEG) in the amount of \$11,583.33.

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

A motion was made by Matthew Vansuch and seconded by Dr. James LaPolla to vote on Resolution **2023-162**:

Per the recommendation of Administrator Darlene St. George, Fire Chief James Pantalone, and Police Chief Nick Roberts, approve the Fire and Police Departments to apply for the OTARMA 2023 Police & Fire EMS Grant of \$2,000. Each department could receive \$1,000.00.

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

A motion was made by Matthew Vansuch and seconded by Dr. James LaPolla to vote on Resolution **2023-163**:

Per the recommendation of Administrator Darlene St. George, terminate part-time maintenance employee Joe Gillespie effective November 3, 2023.

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

A motion was made by Matthew Vansuch and seconded by Dr. James LaPolla to vote on Resolution **2023-164**:

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 TLC Insurance Group and Wealth Inc. The agreement outlines the property owner's responsibilities in the long-term operation and maintenance of the stormwater management facilities associated with the parking lot expansion project at 8775 East Market Street, Parcel ID 28-463500.

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

A motion was made by Matthew Vansuch and seconded by Dr. James LaPolla to vote on Resolution **2023-165**:

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, North Commons LLC, and Rare Hospitality International, Inc. 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 Longhorn Steakhouse Restaurant on Parcel ID #28-903585.

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

A motion was made by Matthew Vansuch and seconded by Dr. James LaPolla to vote on Resolution **2023-166**:

Per the recommendation of Administrator Darlene St. George and Planning Director Kim Mascarella, approve a grant application to the Ohio Department of Transportation for Active Transportation Plan (ATP) Development Assistance. If selected for funding, ODOT will assist the township in developing an Active Transportation Plan that will document walking and biking conditions and make recommendations to improve the physical environment to better accommodate all valid forms of transportation, which include travelers who walk, bicycle, use strollers, wheelchairs and mobility devices. Developing an Active Transportation Plan is a recommendation in the recently adopted Comprehensive Community Plan. There is no local match.

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

A motion was made by Matthew Vansuch and seconded by Dr. James LaPolla to vote on Resolution **2023-167**:

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

1990 Rogers Tagalong Flatbed Trailer	26 Ft. Recycling Gate
5 Thousand Gallon liquid tank	2- 110-Gallon Calcium Liquid Tanks

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

REPORTS FROM DEPARTMENT HEADS:

Trustee Matt Vansuch: The Community Tree Lighting will be on Friday, December 1, from 6:00–7:30 pm at the Dick Orwig Park. He thanked all the departments for their help in making this happen. He has been communicating with the Howland Schools about a proposed land swap for the North Road School property.

Trustee Dr. James LaPolla: He recognized Frank Dillon in the audience, the current unofficial winner for the open Trustee position after elections yesterday.

Administrator Darlene St. George: Our workers' comp premium has decreased for next year from \$53,204.00 to \$39,494.00. She thanked all the employees for making this happen.

Fire Chief Pantalone: We will have our annual Food and Fund Drive on Saturday, November 18, between 10:00 am – 2:00 pm. This will benefit the food pantry in Howland Township.

Police Chief Roberts: The department will work with the Fire Department on the Food and Fund Drive.

Public Works Director David McCann: The department has been busy doing the Limb and Branch pick-up project. Not as much as in the prior years because of our summer storms. The crews are continuing work on road projects with the nice weather. We heard from the Trumbull County Engineer's office that Howland was approved for OPWC to fund up to \$150,000.00 for the 2024 paving project. The Township's cost for the project is \$527,000.00.

Planning Director Kim Mascarella: The Winter Farmers Market began this past Saturday. It will be held on the first and third Saturdays at the SCOPE Center until May. We will participate in a regional housing study with the Eastgate Regional Council of Governments at the Youngstown Library tomorrow. Since we just finished our Comprehensive Plan, we are eager to see what this study will provide.

COMMENTS FROM PUBLIC: None

A motion was made by Matthew Vansuch and seconded by Dr. James LaPolla to adjourn the meeting at 6:28 P.M.

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

Approved by: Thomas Krispinsky Dated: 11/14/23
Thomas Krispinsky, Fiscal Officer

Approved by: Dr. James LaPolla Dated: 11/16/23
Dr. James LaPolla, Vice Chair