

**MINUTES OF THE HOWLAND TOWNSHIP BOARD OF TRUSTEES**

The Howland Township Board of Trustees held their regular meeting on February 14, 2024, at 6:00 pm at the Howland Township Government Building, 205 Niles Cortland Rd. NE, Warren, OH 44484.

**PLEDGE OF ALLEGIANCE: Led by Dominic Morataya –Troop # 28**

**Roll Call:** Matthew Vansuch – Present  
Dr. James LaPolla – Present  
Frank Dillon - Present

A motion was made by Dr. James LaPolla and seconded by Frank Dillon to suspend the reading of the meeting minutes of January 10, 2024, and January 18, 2024, and accept them as written.

**Roll Call:** Matthew Vansuch -yea  
Dr. James LaPolla -yea  
Frank Dillon -yea

A motion was made by Frank Dillon 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  
Frank Dillon -yea

A motion was made by Dr. James LaPolla and seconded by Frank Dillon to vote on Resolution **2024-023:**

Authorize Fiscal Officer Thomas Krispinsky to supplement the permanent revenue budget in UAN accounting software due to additional tax money reported on the Trumbull County Auditors Certificate of Estimated Resources 24-1.

Fund 1000 – General Fund	+	\$152,184.72
Fund 2031 - Public Works Fund	+	\$393,765.85
Fund 2081 – Police Fund	+	\$ 25 860.53
Fund 2111 – Fire Fund	+	\$ 13,043.78
Fund 2112 – Fire & EMS 2019 Fund	+	\$ 11,234.06

**Roll Call:** Matthew Vansuch -yea  
Dr. James LaPolla -yea  
Frank Dillon -yea

A motion was made by Frank Dillon and seconded by Dr. James LaPolla to vote on Resolution **2024-024:**

Authorize Fiscal Officer Thomas Krispinsky to delete the following funds from the UAN Account Software. The funds have a "zero" balance and are no longer needed for the intended purpose.

2903 – Ohio Ambulance Transportation Program

4401 - 2023 Road Program – OPWC A/P-SYS-04

**Roll Call:** Matthew Vansuch -yea  
Dr. James LaPolla -yea  
Frank Dillon -yea

A motion was made by Dr. James LaPolla and seconded by Frank Dillon to vote on Resolution **2024-025:**

Authorize the Trumbull County Engineer's Office and the Trumbull County Commissioners to advertise for bids on behalf of Howland Township for the Ohio Public Works Venice Heights, Rosewood Drive & Bayhill Drive, etc. 2024 Road Improvements--A/P-SYS-044705

**Roll Call:** Matthew Vansuch -yea  
Dr. James LaPolla -yea  
Frank Dillon -yea

A motion was made by Frank Dillon and seconded by Dr. James LaPolla to vote on Resolution **2024-026:**

Per the recommendation of Administrator Darlene St. George, approve of applying for the 2024 Scrap Tire Grant Program through the Geauga-Trumbull Solid Waste Management District.

**Roll Call:** Matthew Vansuch -yea  
Dr. James LaPolla -yea  
Frank Dillon -yea

A motion was made by Dr. James LaPolla and seconded by Frank Dillon to vote on Resolution **2024-027:**

Per the recommendation of Administrator Darlene St. George, approve the contract with Grace Services Inc. to provide weed control in Township ditches, retention ponds, and cemeteries at the cost of \$3,440.00. An increase of \$563.00 from last year.

**Roll Call:** Matthew Vansuch -yea  
Dr. James LaPolla -yea  
Frank Dillon -yea

A motion was made by Frank Dillon and seconded by Dr. James LaPolla to vote on Resolution **2024-028:**

The Howland Township Trustees approved the sale of the following items on auction site GovDeals or disposal. The items are unneeded, obsolete, or unfit personal property.

Miscellaneous office items, decorations, and furniture

**Roll Call:** Matthew Vansuch -yea  
Dr. James LaPolla -yea  
Frank Dillon -yea

A motion was made by Dr. James LaPolla and seconded by Frank Dillon to vote on Resolution **2024-029:**

Per the recommendation of Administrator Darlene St. George, approve the contract Alexander Pest Control for the 2023 Mosquito Spraying Program for \$16,495.00. The dates are to be determined.

The Trumbull County Combined Health District is applying for the 2024 EPA Mosquito Control Grant to offset a portion of this expense.

<b>Roll Call:</b>	Matthew Vansuch	-yea
	Dr. James LaPolla	-yea
	Frank Dillon	-yea

A motion was made by Frank Dillon and seconded by Dr. James LaPolla to vote on Resolution **2024-030:**

Per the recommendation of Administrator Darlene St. George and Fire Chief James Pantalone, hire Paul Komandt as a Part-time Instructor for the Howland Township Training Center effective February 16, 2024. Paul will be paid at the Training Center's current hourly rates, with no benefits, and scheduled on an "as needed basis."

<b>Roll Call:</b>	Matthew Vansuch	-yea
	Dr. James LaPolla	-yea
	Frank Dillon	-yea

A motion was made by Dr. James LaPolla and seconded by Frank Dillon to vote on Resolution **2024-031:**

Per the recommendation of Administrator Darlene St. George and Fire Chief James Pantalone, accept Joshua Rosenberger and Anthony Downing as volunteers without pay in the Fire Department effective February 16, 2024. Both Joshua and Anthony will be utilized on an as-needed basis.

<b>Roll Call:</b>	Matthew Vansuch	-yea
	Dr. James LaPolla	-yea
	Frank Dillon	-yea

A motion was made by Frank Dillon and seconded by Dr. James LaPolla to vote on Resolution **2024-032:**

Per the recommendation of Township Administrator Darlene St. George and Fire Chief James Pantalone, accept the resignation of Howland Training Center Instructors William Gadd and Andrew Bickerstaff for personal reasons effective February 14, 2024.

<b>Roll Call:</b>	Matthew Vansuch	-yea
	Dr. James LaPolla	-yea
	Frank Dillon	-yea

A motion was made by Dr. James LaPolla and seconded by Frank Dillon to vote on Resolution **2024-033:**

Per the recommendation of Township Administrator Darlene St. George and Fire Chief James Pantalone, approve the application for the Ohio Department of Public Safety Division of EMS 2024-2025 P1 Training and Equipment Grant.

<b>Roll Call:</b>	Matthew Vansuch	-yea
	Dr. James LaPolla	-yea
	Frank Dillon	-yea

A motion was made by Frank Dillon and seconded by Dr. James LaPolla to vote on Resolution **2024-034:**

Per the recommendation of Police Chief Nick Roberts, the Board of Trustees of Howland Township "DO NOT" request a hearing for the transfer of the D5 and D6 Liquor Licenses from VV Wine Partners, LLC DBA Barrel 33 ., Howland Township, 8208 E. Market St., Warren, OH 44484 to JK-B33 LLC & Patio – same address

D5 Spiritous liquor for on-premises consumption only, beer, wine, and mixed beverages for on-premises or off-premises in original sealed containers until 2:30 am

D6 Sale of intoxicating liquor on Sunday for the same sales privileges (barring any local option elections that might impact privileges) the permit holder has Monday through Saturday.

<b>Roll Call:</b>	Matthew Vansuch	-yea
	Dr. James LaPolla	-yea
	Frank Dillon	-yea

A motion was made by Dr. James LaPolla and seconded by Frank Dillon to vote on Resolution **2024-035:**

Per the recommendation of Administrator Darlene St. George and Planning Director Kim Mascarella, schedule a public hearing for a rezoning request affecting 4260 North River Road, Parcel ID #28-012120, for Wednesday, March 13, 2024, at 5:30 pm.

<b>Roll Call:</b>	Matthew Vansuch	-yea
	Dr. James LaPolla	-yea
	Frank Dillon	-yea

A motion was made by Frank Dillon and seconded by Dr. James LaPolla to vote on Resolution **2024-036:**

Approve to schedule a joint work session with the Howland Local School District Board of Education and the Board of Commissioners of the Howland Township Park District for Saturday, March 23, 2024, at 9:30 am at the Howland Township Administration Building.

**Roll Call:** Matthew Vansuch -yea  
Dr. James LaPolla -yea  
Frank Dillon -yea

A motion was made by Dr. James LaPolla and seconded by Frank Dillon to vote on Resolution 2024-037:

Approve to schedule a Special Trustees Meeting on Tuesday, February 20, 2024, at 8:00 am at the Howland Township Administration Building. The purpose of the meeting is to consider the appointment, employment & compensation of a public employee or official.

**Roll Call:** Matthew Vansuch -yea  
Dr. James LaPolla -yea  
Frank Dillon -yea

**REPORTS FROM DEPARTMENT HEADS:**

**Trustee Frank Dillon:** I attended the OTA conference last week in Columbus. It was a great experience. I learned a lot to help me out as a new trustee.

**Fire Chief Pantalone:** The department released its annual report for last year. It was released to social media last week.

**Assistant Police Chief Jeff Urso:** The department had 589 calls. The department had 32 arrests, 173 incident reports, 52 traffic reports, 30 towing, and 47 warnings. With the major construction on Rt 46, everything is moving well.

**Public Works Director David McCann:** I have little to report since the weather has been good. Therefore, we are moving ahead on some spring projects.

**Planning Director Kim Mascarella:** Community Food Trucks nights will be on the following Friday nights, June 21, 2024, July 19, 2024, and August 16, 2024, at Dick Orwig Park. We will partner with the Medici Museum of Art on Friday, September 20, 2024 for a Food Truck night. As for the rezoning, the hearing will be for the 4260 North River Road property requesting a zoning change.

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A motion was made by Dr. James LaPolla and seconded by Frank Dillon to convene into Executive Session at 6:28 pm for the purpose of considering the appointment, employment, and compensation of a public employee or official.

**Roll Call:** Matthew Vansuch -yea  
Dr. James LaPolla -yea  
Frank Dillon -yea

The Board of Trustees returned from the Executive Session at 6:52, with the following action taken.

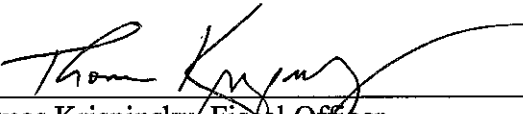
A motion was made by Dr. James LaPolla and seconded by Frank Dillon to vote on Resolution **2024-038:**

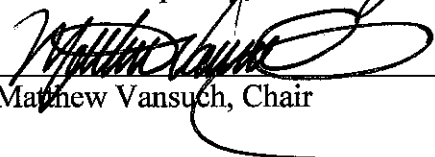
Approve scheduling a special meeting on Tuesday, February 20, 2024, @ 8:00 am at the Howland Township offices to consider the appointment, employment, and compensation of a public employee or official.

<b>Roll Call:</b>	Matthew Vansuch	-yea
	Dr. James LaPolla	-yea
	Frank Dillon	-yea

A motion was made by Dr. James LaPolla and seconded by Frank Dillon to adjourn the regular meeting at 6:52 pm.

<b>Roll Call:</b>	Matthew Vansuch	-yea
	Dr. James LaPolla	-yea
	Frank Dillon	-yea

Approved by:  Dated: 2/15/24  
Thomas Krispinsky, Fiscal Officer

Approved by:  Dated: 2/20/24  
Matthew Vansuch, Chair