

## MINUTES OF THE HOWLAND TOWNSHIP BOARD OF TRUSTEES

**The Howland Township Board of Trustees held their regular re-scheduled meeting on December 18, 2025, 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  
Frank Dillon – Present

A motion was made by Matthew Vansuch and seconded by Frank Dillon to suspend the readings of the November 12, 2025, regular meeting 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 Matthew Vansuch 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 Matthew Vansuch and seconded by Frank Dillon to vote on 2025-153

Authorize Fiscal Officer Thomas Krispinsky to request an Advance of 1st Half Settlement of 2025 Real Estate Taxes from the Trumbull County Auditor in 2026.

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

A motion was made by Frank Dillon and seconded by Matthew Vansuch to vote on Resolution 2025-154:

Approve to schedule the first 2026 Board of Trustees meeting for Wednesday, January 14, 2026, at 6:00 PM.

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

A motion was made by Matthew Vansuch and seconded by Frank Dillon to vote on Resolution 2025-155:

Be it resolved that the Board of Trustees of Howland Township, Trumbull County, Ohio approve the Temporary Appropriations to provide for the current expenses and other expenditures during the fiscal year ending December 31, 2026, the sums be and the same are hereby set aside and appropriated for the several purposes for which expenditures are to be made for and during said fiscal year (Copy Attached)

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

A motion was made by Frank Dillon and seconded by Matthew Vansuch to vote on Resolution 2025-156:

Approve that all Howland Township employees, active as of December 31, 2025, be rehired at their current pay and benefits per the Township Personnel Policy for the year 2026. (attached employee list)

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

A motion was made by Matthew Vansuch and seconded by Frank Dillon to vote on Resolution 2025-157:

Authorize the 2026 annual salaries for the Howland Township Trustees and Fiscal Officer to be paid the maximum salary allowed per the Ohio Revised Code.

In addition, approve the provision of Life/AD&D insurance for \$25,000 and health insurance benefits as provided in the current group insurance policy, as provided to the employees of Howland Township.

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

A motion was made by Frank Dillon and seconded by Matthew Vansuch to vote on Resolution 2025-158:

Per the recommendation of Administrator James Pantalone, approve the 2026 OPERS Sick Leave Conversion Plan for Howland Township. The plan is pursuant to Section 145.01 of the Ohio Revised Code and Administrative Code 145-1-26.

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

A motion was made by Matthew Vansuch and seconded by Frank Dillon to vote on Resolution 2025-159:

Per the recommendation of Administrator James Pantalone, approve retaining the following firms to provide legal services on an “as needed” basis for the year 2026.

Taft Stettinius & Hollister, LLP  
O’Halloran & Ohanian LLC  
Albers & Albers  
Benesch, Friedlander, Coplan & Arnoff, LLP.  
Manchester Newman and Bennett  
Baker & Dublikar  
Alfred E. Schrader of Roderick Linton Belfance, LLP

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

A motion was made by Frank Dillon and seconded by Matthew Vansuch to vote on Resolution 2025-160:

Per the recommendation of Administrator James Pantalone and Zoning Administrator Dan Morgan, appoint James Hosack to a five-year term as a regular member of the Board of Zoning Appeals commencing January 1, 2026, and concluding December 31, 2030.

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

A motion was made by Matthew Vansuch and seconded by Frank Dillon to vote on Resolution 2025-161:

Per the recommendation of Administrator James Pantalone and Planning Director Kim Mascarella, appoint William Robinson to a five-year term as a member of the Zoning Commission commencing January 1, 2026, and concluding December 31, 2030.

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

A motion was made by Frank Dillon and seconded by Matthew Vansuch to vote on Resolution 2025-162:

Per Administrator James Pantalone's recommendation, approve the renewal of the Township's 2026 General Liability Insurance with OTARMA for \$137,564.00. The premiums have increased by \$22,567.00 from 2025.

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

A motion was made by Matthew Vansuch and seconded by Frank Dillon to vote on Resolution 2025-163:

Per the recommendation of Administrator James Pantalone and Public Works Director David McCann, effective December 1, 2025, remove seasonal employee Zachary Brill from the Township payroll, as per the employee's request. He will not be returning.

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

A motion was made by Frank Dillon and seconded by Matthew Vansuch to vote on Resolution 2025-164:

Per the recommendation of Administrator James Pantalone, approve entering into a contract with Buckeye Energy Brokers, Inc. of Akron, Ohio, to provide energy purchasing and load-aggregation consulting services at no cost to the Township.

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

A motion was made by Matthew Vansuch and seconded by Frank Dillon to vote on Resolution 2025-165:

Per the recommendation of Administrator James Pantalone and Buckeye Energy Consultants, approve to endorse Eastern Power and Gas LLC as the preferred supplier for Natural Gas for Howland Township residents and business owners. Eastern Power and Gas LLC will supply gas for 19 months at a fixed price of \$ 4.70 / MCF for the period of March 1, 2026, through September 2027 gas flow month excluding applicable taxes and administrative fees, if any, with no enrollment fee and authorize the Administrator to execute such agreement.

This is an "Opt-out" program, and only those who are not under contract and those who were automatically included in the current program will be automatically included in the new program. Those who opted into the current program or other suppliers will have to opt into the new program to participate.

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

A motion was made by Frank Dillon and seconded by Matthew Vansuch to vote on Resolution 2025-166:

Per the recommendation of Administrator James Pantalone, the Board of Trustees authorizes the purchase of the property located at 1310 Niles Cortland Road NE (2.0 acres), Howland Township, Trumbull County, Ohio, Parcel ID 28-191250, for a total purchase price of \$205,000.00, pursuant to the authority granted under ORC 517.01. This property shall be used for the future expansion of the Howland Township Cemetery on Niles Cortland Road NE. Purchase agreement attached in its entirety.

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

A motion was made by Matthew Vansuch and seconded by Frank Dillon to vote on Resolution 2025-167:

Per the recommendation of Administrator James Pantalone and Fire Chief Ray Pace, approve the purchase of a 2026 Ford F-250 Pick-up Truck with plow from Cronin Ford North for \$55,000.00 through the STS Cooperative Purchasing Program.

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

A motion was made by Frank Dillon and seconded by Matthew Vansuch to vote on Resolution 2025-168:

Per the recommendation of Administrator James Pantalone and Fire Chief Ray Pace, accept the resignation of Part-time Instructor Brian Iceman, effective November 19, 2025.

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

A motion was made by Matthew Vansuch and seconded by Frank Dillon to vote on Resolution 2025-169:

Per the recommendation of Administrator James Pantalone and Fire Chief Ray Pace, accept the award and payment of the OTARMA Fire/EMS Grant in the amount of \$525.00.

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

A motion was made by Frank Dillon and seconded by Matthew Vansuch to vote on Resolution 2025-170:

Per the recommendation of Administrator James Pantalone and Fire Chief Ray Pace, approve to apply for the Ohio Department of Commerce Division of State Fire Marshal 2025 Fire Department Training Reimbursement Grant in the amount \$700.00.

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

A motion was made by Matthew Vansuch and seconded by Frank Dillon to vote on Resolution 2025-171:

Approve the 2025 Annual ODOT's Howland Township Highway System Mileage Certification for 80.771 miles. There is no change from 2024.

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

### **REPORTS FROM DEPARTMENT HEADS:**

**Trustee Frank Dillon:** We would like to thank all the sponsors for our Howland Community Annual Tree Lighting on December 6. The following sponsors are: Howland Township Trustees, Howland Parks, Gault Heating & Cooling, The Mocha House, Paige & Byrnes Insurance, Baker, Bednar & Snyder, Great Clips, The Cake Boutique, First Baptist Church of Howland, Wolf Pack Sales Team, Keller Williams Realty, Servpro Team Dobson, Saratoga Restaurant, Century 21 Lakeside Realty Howland, Seven Seventeen Credit Union and Flexstrut.

**Trustee Matthew Vansuch:** I would like to thank Jessica Gault for all her hard work serving on the Howland Township Park Board. She will be retiring on December 31, 2025. She and her family were hard workers for the park. She did an outstanding job on the Park Board.

**Trustee Dr. James LaPolla:** In the future, we will be considering the formation of a Community Health Commission Board. This will be discussed more in the future. Additionally, I would like to thank the Road Department for the excellent job they did with the snowfall last weekend.

**Fire Chief Ray Pace:** We would like to inform residents and businesses that we offer CPR classes on a monthly basis. For more information, please contact the Fire Department or visit our website. We also want to thank the residents who donated to the Township's Car to Cruiser event. All donations went to the Bolindale Food Pantry. In December, the Department did a three-day training for special entry classes. We responded to a call at Hillside Hospital. There was an alarm drop at the building, and a security guard was present when we arrived. We want the public to know that the property is secured.

**Police Chief Nick Roberts:** During the month of November, we had 667 calls. Included in these calls were 69 traffic, issued 20 citations, 34 warnings, 90 incidents, a total of 72 crashes, 19 arrests, and 1 overdose. We would like to inform the public that none of the crashes occurred in the diamond.

**Public Works Director David McCann:** The Road Department was ready for the snowfall last weekend. We have used about one-third of our salt allotment during the past snowfall.

**Zoning Director Daniel Morgan:** We have launched a new program for all new homebuyers in the township. We will send a letter to them explaining all the services we offer in the township. A few residents were confused before because our mailing address was in Warren, and they thought they had to go downtown to receive certain services. Additionally, during November, we issued 11 permits, and to date in December, we have issued 15 permits.

**COMMENTS FROM THE PUBLIC:**

**Ed Palumbo**, was the property that the township bought vacant? Township Administrator James Pantalone told him that it was not. He also asked if the CPR classes offered by the Fire Department are available at different sites besides the Fire station, and if there is a charge? Chief Pace said they were available at different locations, and there is a charge for classes.

**William Robinson**, I was wondering who operates the traffic lights on Route 46 because there is a backup at the Mines Road light. Chief Roberts told him that he would look into it.

A motion was made by Matthew Vansuch and seconded by Frank Dillon to adjourn the regular meeting at 6:36P.M.

**Roll Call:**

Matthew Vansuch	-yea
Dr. James LaPolla	-yea
Frank Dillon	-yea

Approved by:

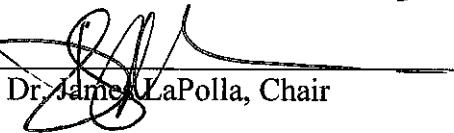
  
Thomas Krispinsky

Dated:

1/6/2026

Thomas Krispinsky, Fiscal Officer

Approved by:

  
Dr. James LaPolla, Chair

Dated:

1/6/26