

MINUTES OF THE HOWLAND TOWNSHIP BOARD OF TRUSTEES

The Howland Township Board of Trustees held their regular re-scheduled meeting on January 14, 2026, at 6:00 pm at the Howland Township Government Building, 205 Niles Cortland Rd. NE, Warren, OH 44484.

CALL MEETING TO ORDER

PLEDGE OF ALLEGIANCE:

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

The meeting turned over to the Fiscal Officer to submit the Oath of Office to the newly elected officials, and for reorganizational purposes.

OATH OF OFFICE Given by Fiscal Officer Thomas Krispinsky to Elected Trustees Matthew Vansuch and Dr. James LaPolla

A motion as made by Dr. James LaPolla and seconded by Matthew Vansuch to appoint Frank Dillon as Chairperson of the Board of Trusttes for fiscal year 2026

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

A motion was made by Dr. James LaPolla and seconded by Frank Dillon to appoint Matthew Vansuch as Vice-Chairperson of the Board of Trustees for fiscal year 2026.

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

Fiscal Officer Thomas Krispinsky turned the meeting over to the newly appointed Chairperson Frank Dillon.

A motion was made by Dr. James LaPolla and seconded by Matthew Vansuch to suspend the readings of the December 18, 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 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
	Frank Dillon	-yea

A motion was made by Dr. James LaPolla and seconded by Matthew Vansuch to vote on **2026-001**

Regular meetings of the Board of Trustees for 2026 shall be scheduled as follows, and publicly posted via the Township website, and bulletin board located at the Township Administration Building, 205 Niles Cortland Rd. NE.

2nd Wednesday of the month @ 6:00 P.M.

Special meetings will be scheduled as needed. Notification will be publicly posted via the Township website, and to anyone requesting notification.

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

A motion was made by Matthew Vansuch and seconded by Dr. James LaPolla to vote on Resolution **2026-002**

Authorize the Fiscal Officer to purchase all necessary office supplies and equipment for 2026.

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

A motion was made by Dr. James LaPolla and seconded by Matthew Vansuch to vote on Resolution **2026-003:**

Approve the Trustees, Fiscal Officer, and Administrator to attend the State of Ohio Trustees and Fiscal Officer's Association Convention, the National Convention, the Trumbull County Township Association meetings, and any other meetings, seminars, workshops, schools, training, conferences, or conventions that are necessary for the betterment of the Township.

The Township will reimburse allowed expenses incurred per the Township Policy, and gas mileage will be reimbursed at 72.5 cents per mile, the approved rate by the IRS for 2026.

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

A motion was made by Matthew Vansuch and seconded by Dr. James LaPolla to vote on Resolution **2026-004:**

Authorize the Township employees and Zoning Board members to attend job-related seminars, conferences, schools, training, or conventions for the fiscal year 2026, after a formal request has been approved by the Department Heads, Administrator, and/or a Trustee.

The Township will reimburse allowed expenses incurred as per the Township Policy and gas mileage to be reimbursed at 72.5 cents per mile, the approved rate by the IRS for 2026.

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

A motion was made by Dr. James LaPolla and seconded by Matthew Vansuch to vote on Resolution **2026-005:**

Per the recommendation of Fiscal Officer Thomas Krispinsky, reduce the following funds and request an Amended 2025 Certificate effective December 31, 2025. A formal written request was provided to the TC Auditor on December 31, 2025.

Fund 2031 – Road and Bridge	
Other Sources – Reduce by	(\$2,480.00)
	Money not received
Fund 4401 – 2025 Road Resurfacing (OPWC)	
Other Sources- Reduce by	(\$33,373.08)
Revenues – Reduced	
4401-538-0000 Local Public Works Commission –	(\$33,373.08)
Appropriations -Reduced	
4401-760-730-2100 – Improvement of Sites (OPWC Grant Contribution)	(\$33,373.08)

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

A motion was made by Matthew Vansuch and seconded by Dr. James LaPolla to vote on Resolution **2026-006:**

Authorize Fiscal Officer Thomas Krispinsky to establish and increase the Township's 2026 Certificate 26-1 with the following Fund, and submit it to the Trumbull County Auditor. The revenue is expected from the continuing 2025 OPWC Road Improvements Project.

Fund 4401 – OPWC 2025 Road Improvement (other sources)	\$ 33,3783.08
Revenue –	
4401-538-0000 Local Public Works Commission	\$ 33,378.08

Appropriations
 4401-760-730-2100 0 Improvement of Sites (OPWC Grant Contribution)
 \$ 33,378.08

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

A motion was made by Dr. James LaPolla and seconded by Matthew Vansuch to vote on Resolution **2026-007:**

Authorize Fiscal Officer Thomas Krispinsky to adjust the Township's 2026 Certificate 26-1 Other Expected Sources with the following increase/decrease amounts and submit to the TC Auditors Office:

<u>Fund</u>	<u>Other Expected Sources</u>
2031 – Road and Bridge	(\$5,000.00)
2081 – Police District	(\$120,000.00)
2112 – Fire District	(\$185,000.00)
2281 – Ambulance & Emergency Medical	\$100,000.00
2901 – Howland Fire & EMS Training Center	\$ 10,000.00
2909 One Ohio Opioid Settlement	\$ 10,000.00

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

A motion was made by Matthew Vansuch and seconded by Dr. James LaPolla to vote on Resolution **2026-008:**

Adopt a resolution of Howland Township's intent to dispose of surplus, unneeded, obsolete, or unfit personal property through the use of internet auctions on the Township website and links to Gov-Deals for fiscal year 2026 (resolution attached in its entirety)

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

A motion was made by Dr. James LaPolla and seconded by Matthew Vansuch to vote on Resolution **2026-009:**

Per the recommendation of Administrator James Pantalone, approve to continue service with GPD Group as the Township's Architects, Engineers, and Planning Service for the fiscal year 2026.

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

A motion was made by Matthew Vansuch and seconded by Dr. James LaPolla to vote on Resolution **2026-010:**

Per the recommendation of Administrator James Pantalone and Fire Chief Ray Pace, approve submission of the following names to the Ohio Department of Commerce to certify the Volunteer Fire Dependency Board for 2026:

Legislative Authority	Matthew Vansuch
Legislative Authority	John Hickey - Chair
Fire Department	Dave Williams - Secretary
Fire Department	Salvatore Ciferno
Other Member	Joe Lattanzi

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

A motion was made by Dr. James LaPolla and seconded by Matthew Vansuch to vote on Resolution **2026-011:**

Per the recommendation of Administrator James Pantalone and Fire Chief Ray Pace, hire James McCarthy as a Part-time Instructor for the Howland Township Training Center effective January 16, 2026. James will be paid at the Training Center's current hourly rates of \$20.00 (Probationary) / \$25.00 (Lead), with no benefits, and scheduled on an as-needed basis.

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

A motion was made by Matthew Vansuch and seconded by Dr. James LaPolla to vote on Resolution **2026-012:**

Approve to appoint Howland Trustee Frank Dillon to serve as a representative on the Trumbull County 911 Program Review Committee for fiscal year 2026 as mandated by ORC Section 128.06.

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

A motion was made by Dr. James LaPolla and seconded by Matthew Vansuch to vote on Resolution **2026-013:**

Per the recommendation of Administrator James Pantalone, approve applying for the 2026 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 Matthew Vansuch and seconded by Dr. James LaPolla to vote on Resolution **2026-014**:

Approve to appoint Administrator James Pantalone and Fiscal Officer Thomas Krispinsky to the Trumbull County Planning Commission's *2026 Tax Incentive Review Council*.

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 **2026-015**:

Per the recommendation of Administrator James Pantalone, authorize an agreement for legal services with the office of the Trumbull County Prosecuting Attorney and Howland Township for the period January 1, 2026, through December 31, 2026. (entire agreement attached)

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

A motion was made by Matthew Vansuch and seconded by Dr. James LaPolla to vote on Resolution **2026-016**:

Per the recommendation of Administrator James Pantalone, approve to appoint Trustee Frank Dillon to represent Howland Township at the Trumbull County Emergency Management Agency's 2026 Advisory Group.

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

A motion was made by Dr. James LaPolla and seconded by Matthew Vansuch to vote on **Home Rule Resolution 2026-001**:

Home Rule Resolution HR 2026-01

Repealing Home Rule Resolution 2005-005 – Property Maintenance Code

WHEREAS, Howland Township, County of Trumbull, Ohio (hereinafter referred to as "Howland Township" or "Township"), has adopted a limited self-government form of township government pursuant to Chapter 504 of the Ohio Revised Code, and this Resolution is proposed for adoption under said Chapter 504; and

WHEREAS, in Spring 2005, the Township's Board of Trustees considered and adopted Home Rule Resolution No. 2005-005 implementing a Property Maintenance Code in the Township; and

WHEREAS, as a new Property Maintenance Code has been adopted by the Township's Board of Trustees in accordance with R.C. 505.73, it is the Board of Trustees' intent to repeal Home Rule Resolution No. 2005-005; and

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF HOWLAND TOWNSHIP, COUNTY OF TRUMBULL, OHIO THAT:

Section 1. Home Rule Resolution No. 2005-005 shall be repealed upon the effective date of this Resolution.

Section 2. The Township's Fiscal Officer shall satisfy the publication and posting requirements referenced in R.C. 504.12.

Upon receiving the affirmative vote of all Trustees, Home Rule Resolution No. 2026-01 is adopted, and the repeal of Home Rule Resolution No. 2005-005 shall take effect at the earliest time permitted by law. (HR Resolution 2026-001 Attached)

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

REPORTS FROM DEPARTMENT HEADS:

Administrator James Pantalone: Today, the Trumbull County Commissioners approved vacating part of Niles River Road and Pine Avenue in Howland Township for the Kimberly Clark project. We are also awaiting the finalization of the gas aggregate for Howland Township residents. In December, we approved using Buckeye Brokers with Eastern Power Gas and Energy Company. The amount will be \$4.70 per mcf. When done, residents will receive information by mail about their options.

Fire Chief Ray Pace: The Department's 2025 final figures were another busy year. We had a total of 4,207 calls. An increase of 87 from last year. The breakdown was: 417 Fire calls, 2,973 EMS calls, 233 Rescue calls, and 584 miscellaneous calls. Again, our Department was the busiest in Trumbull County.

Police Chief Nick Roberts: During 2025, we had a total of 9,186 calls. Included in these calls were 1,044 traffic incidents, 294 citations issued, 521 warnings, 1,321 document incident reports, a total of 692 crashes, 273 arrests, and 17 overdoses. This was an average year for our Department.

Public Works Director David McCann: The amount of salt that we have used for this year is a little over the average for this time of the year. We have been using a little blend to get more use out of our inventory. The Department is still picking up Christmas trees in the Township.

Planning Director Kim Mascarella: During 2025, the Township issued 250 permits. Included in these permits were 67 for non-residential projects. For residents, 144 permits were issued, including 7 new homes. The property maintenance area had a total of 337 cases and 500 inspections. It was another busy year for the planning and zoning departments.

Fiscal Officer Tom Krispinsky: The office is busy finishing up the 2025 Financial Reports to submit to the State Auditor's office and starting the 2026 year.

Trustee Dr. James LaPolla: I would like to read into the record the following:

To the John F Kennedy High School golf team and coaching staff

On behalf of the Howland Township Board of Trustees and its administrative staff, we would like to recognize and acknowledge the feat of obtaining the status of Division III high school golf champions. The board would also like to recognize its resident coach, James Ross Lapolla, and assistant coach Joseph Canaan.

The board would also recognize the four high school seniors who have been members of the team for four years, during which they have qualified for state four straight years, including the three final years as state champions. Andrew Lapolla, Henry Phillips, Andrew Fredenburg, and Julian Bolino. This is a great accomplishment, and on behalf of the residents of Howland Township, we acknowledge your achievement.

COMMENTS FROM THE PUBLIC:

Tony Merolla, Cain Dr., had a question about the number of calls for the Fire Department. Chief Pace told him that the total of calls did not include any for Hillside since it was closed.

Mary Kay Greshovich, Margaret Ave., Niles. I'm here for my Mother, who lives on Englewood St. in the Township. I have a question about her backyard, at the corner of Woodland and Willow, where there is a curve with a guardrail. Following a car accident on December 13, 2025, I'm asking who will replace the guardrail? Public Works Director David McCann told her that he is in touch with a company that is working with the insurance company to replace it.

A motion was made by Dr. James LaPolla and seconded by Matthew Vansuch to adjourn the regular meeting at 7:01 P.M.

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

Approved by: Thomas Krispinsky Dated: 2/6/2026
Thomas Krispinsky, Fiscal Officer

Approved by: Frank Dillon Dated: 2/06/2026
Frank Dillon, Chair