

HOWLAND COMMUNITY PARK MINUTES

The Howland Community Park Commissioners held their Regular and Organizational meeting on January 14, 2022 at 10:00 A.M. at the Howland Township Park Rotary Building, 2000 Rosegarden Drive.

Roll Call: Jessica Gault, Present
Shawn Pompelia, Present
Allen Seman, Absent

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A motion was made by Shawn Pompelia and seconded by Jessica Gault to excuse Allen Seman for personal reasons.

Roll Call: Jessica Gault - yea
Shawn Pompelia - yea
Allen Seman - absent

A motion was made by Shawn Pompelia and seconded by Jessica Gault to suspend the reading of the December 10, 2021 minutes and accept as written.

Roll Call: Jessica Gault - yea
Shawn Pompelia - yea
Allen Seman - absent

A motion was made by Shawn Pompelia and seconded by Jessica Gault to table the appointment of the Chairperson and Vice-Chairperson until March, 2022, at which time Park Commissioner Allen Seman will be available

Roll Call: Jessica Gault - yea
Shawn Pompelia - yea
Allen Seman - absent

A motion was made by Shawn Pompelia and seconded by Jessica Gault to authorize the Deputy Clerk to pay all outstanding invoices incurred and approve all warrants issued.

Roll Call: Jessica Gault - yea
Shawn Pompelia - yea
Allen Seman - absent

A motion was made by Shawn Pompelia and seconded by Jessica Gault to vote on **Resolution 2022-01**

Regular meetings of the Park Commissioners for "2022" shall be scheduled as follows and posted on the web page:

2nd Friday of each month at 10 A.M. at the Larry Wright Building

Works sessions will be held one-half hour preceding each public meeting, special meetings will be scheduled as needed, and notification will be given to the Tribune Chronicle, and anyone requesting notification.

Roll Call: Jessica Gault - yea
Shawn Pompelia - yea
Allen Seman – absent

A motion was made by Shawn Pompelia and seconded by Jessica Gault to vote on
Resolution 2022-02

Approve the Park Commissioners attend any other meetings, seminars, workshops, schools, training, conferences, or conventions that are necessary for the betterment of the Park.

The Park will reimburse allowed expenses incurred as per the ORC and gas mileage to be reimbursed at \$.58.5 per mile, approved rate by the IRS 2022.

Roll Call: Jessica Gault - yea
Shawn Pompelia - yea
Allen Seman – absent

A motion was made by Shawn Pompelia and seconded by Jessica Gault to vote on
Resolution 2022-03

Authorize the Deputy Clerk to purchase all necessary office supplies and/or equipment for 2022..

Roll Call: Jessica Gault - yea
Shawn Pompelia - yea
Allen Seman - absent

A motion was made by Shawn Pompelia and seconded by Jessica Gault to vote on
Resolution 2022-04

Approve the General Liability Insurance for fiscal year 2022 in the amount of \$8,009 through Ohio Township Risk Management (OTARMA).

Roll Call: Jessica Gault - yea
Shawn Pompelia - yea
Allen Seman – absent

A motion was made by Shawn Pompelia and seconded by Jessica Gault to vote on
Resolution 2022-05

After reviewing Resolution 2021-34, approving the Jurisdictional Determination of Howland Park Drainage Project, which Commissioner Jessica Gault abstained from, the contents of this resolution did not meet a “conflict of interest” and approve the amended vote of Commissioner Gault to approve Resolution 2021-34, dated November 12, 2021.

Roll Call: Jessica Gault – yea
Shawn Pompelia – yea
Allen Seman - absent

A motion was made by Shawn Pompelia and seconded by Jessica Gault to vote on
Resolution 2022-06

Accept the donation of \$70,000 of ARPA money from Howland Township Trustees for the stormwater management improvements at Howland Township Park. This project will ab ate drainage issues located adjacent to the Howland High School Baseball field and the flooding of the area leading to the boardwalk.

The Park Commissioners will provide a copy of the invoice and warrants to The Howland Township Trustees and any unused funds will be returned to the Howland Township Trustees.

Roll Call: Jessica Gault – yea
Shawn Pompelia – yea
Allen Seman - absent

A motion was made by Shawn Pompelia and seconded by Jessica Gault to vote on
Resolution 2022-07

Howland Park Commissioners will not be responsible for any funding of any costs incurred for the improvements of the drainage project adjacent to the Howland High School and the flooding of the area leading to the Boardwalk, and Mr. and Mrs. Dale Gebhardt will donate up to \$15,000 if costs exceed the \$70,000 allocated for the stormwater drainage project (attached letter from Gebhardt).

Roll Call: Jessica Gault – yea
Shawn Pompelia – yea
Allen Seman - absent

A motion was made by Shawn Pompelia and seconded by Jessica Gault to vote on
Resolution 2022-08

Authorize Dale Gebhardt to represent Howland Township Park as the Project Manager for the stormwater drainage project, and authorize Mr. Gebhardt to request quotes for the 24” Storm Water Drainage Installation and engineering fees.

Roll Call: Jessica Gault – yea
Shawn Pompelia – yea
Allen Seman - absent

A motion was made by Shawn Pompelia and seconded by Jessica Gault to vote on
Resolution 2022-09

Authorize Project Manager Dale Gebhardt and JM Environmental Consulting to make application to the Corps of Engineers for the pre-construction permit. This would fall under “Nationwide Permits for the State of Ohio” NWP42 Recreational Facilities.

Roll Call: Jessica Gault – yea
Shawn Pompelia – yea
Allen Seman - absent

A motion was made by Shawn Pompelia and seconded by Jessica Gault to vote on
Resolution 2022-10

Authorize the Deputy Clerk to establish Fund 14 – Howland Park Stormwater Drainage Management, and request an “Amended Certificate of Estimated Resources” from the Trumbull County Auditor as follows:

Fund 14 – Howland Park Stormwater Drainage Management - \$80,000

14-A - ARPA Funding	\$70,000
14-C – Other	\$10,000

Appropriate as follows:

14-A-01 – Capital Expenditures	\$70,000
14-A-08 – Other Expenses	\$10,000

Roll Call: Jessica Gault – yea
Shawn Pompelia – yea
Allen Seman - absent

A motion was made by Shawn Pompelia and seconded by Jessica Gault to convene into Executive Session at 11:30 A.M. for the purpose of discussing personnel.

Roll Call: Jessica Gault – yea
Shawn Pompelia – yea
Allen Seman – absent

The Park Commissioners reconvened from Executive Session at 11:30 A.M.

A motion was made by Shawn Pompelia and seconded by Jessica Gault to vote on **Resolution 2022-11**

Approve to increase the following contract workers, hourly rate, effective January 14, 2022:

Lisa Gysegem	\$20/hr
Terry McDowell	\$20/hr
George Pahoulis	\$20/hr
Lori Stull	\$12/hr

Roll Call: Jessica Gault – yea
Shawn Pompelia – yea
Allen Seman - absent

A motion was made by Shawn Pompelia and seconded by Jessica Gault to adjourn the meeting at 11:35 A.M.

Roll Call: Jessica Gault – yea
Shawn Pompelia – yea
Allen Seman - absent

Attested by:


Vivian McDowell, Deputy Clerk

Approved by


Jessica Gault, Chairperson

Date: _____

Date: 1.14.22

Summary of Meeting Attached.

SUMMARY OF MEETING:

In attendance: Dale Gebhardt, resident
Jeff Mihalik, JM Environmental Consulting
Keith Spicher, Supt of Mainitenance
Andrea Fernac, AD

Commissioners reviewed previous approval (at Nov. 12, 2021 meeting) of a request from the Howland Schools to proceed with the initial phase of a project (Howland Park Drainage/ Bullpen-Batting Cage) to apply to the Army Corps of Engineers for Jurisdiction. Jeff Mihalik of JM Environmental Consulting, reviewed the preparation and submission of the Aquatic Delineation & Jurisdictional Request to the Army Corps of Engineers. Dale Gebhardt shared what has occurred since that meeting which includes:

1. The application to the Army Corps of Engineers was approved on Dec. 22, 2021.
2. The Howland Township Trustees approved donating \$70,000 of ARP Funds to be directed to the Howland Park to be used for the Drainage portion of this project.

Commissioners discussed accepting the \$70,000 ARP Funds and acting as escrow agent paying the bills associated with the Drainage portion of the project from the ARP funds provided. The Bullpen/Batting cage and associated improvements would be covered by private donation, with no funds coming from Park operating budget, and will be outside the scope of this project.

Commissioners discussed authorizing JM Environmental Consulting, LLC to proceed with submission of NWP 42 pre-construction notification to the district engineer at the US Army Corps of Engineers.

Commissioners discussed getting quotes for the installation and engineering of the project. Dale Gebhardt explained the project would need to be started soon, as the first baseball game is scheduled for March 28, 2022.

Discussion was had regarding funds. If funding of the project exceeds \$70,000, Dale Gebhardt will cover it up to \$15,000. Dale Gebhardt will provide the park with a letter evidencing this commitment. The money will not come from the park operating budget. Discussion and approval was made regarding appointment of Dale Gebhardt as "Project Manager" of the stormwater installation project.

Discussion for 2022 projects will include:

Cameras, Morgandale Park upgrade, repair tennis court, reviewing the use of the basketball court to a pickleball court.