

The Ravenna Township Board of Trustees met in Regular Session at the Ravenna Township Trustee's Meeting Room, 6115 Spring Street, Ravenna, Ohio, on February 18, 2014. The meeting was called to order at 7:00 P.M. by Chairman Vince Coia. Roll call showed the following present: Trustees Hank T. Gibson, Pat Artz and Vince Coia; Fiscal Officer Gail Pittman; Department Heads Steve Bosso and Jim DiPaola and Administrator Kelly Rich. Darrell Stephens was not present at the meeting. Audience members present were Todd Peetz of Portage County Regional Planning and Lin & David Krebs of 3249 Lovers Lane.

RES 14-103 A motion by Pat Artz, seconded by Hank T. Gibson to approve the minutes of the February 4, 2014 regular meeting. R/C: Mr. Coia, yes; Mr. Gibson, yes; Mrs. Artz, yes. Motion passed.

Chairman Coia announced the correspondence book was available for viewing.

Chairman Coia announced the financial reports were reviewed and in good order.

RES 14-104 A motion by Hank Gibson, seconded by Vince Coia to approve payroll of February 21, 2014 in the amount of \$36,146.40, and vouchers of February 18, 2014 in the amount of \$10,909.99 with vouchers over \$1,000.00 being read for approval. Roll call: Mrs. Artz, yes; Mr. Gibson, yes; Mr. Coia, yes. Motion passed.

OLD BUSINESS:

RES 14-105 A motion by Hank T. Gibson seconded by Pat Artz to suspend the regular meeting at 8:45 p.m. Roll call: Mrs. Artz, yes; Mr. Gibson, yes; Mr. Coia, yes. Motion passed.

RES 14-106 A motion by Pat Artz seconded by Vince Coia to enter into executive session at 8:45 p.m. Roll call: Mrs. Artz, yes; Mr. Gibson, yes; Mr. Coia, yes. Motion passed. Roll call showed the following present: Trustees Artz, Gibson and Coia and Fiscal Officer Pittman.

The reason for Executive Session was to discuss personnel issues.

RES 14-107 A motion by Hank T. Gibson seconded by Pat Artz to close Executive Session at 9:10 p.m. Roll call: Mrs. Artz, yes; Mr. Gibson, yes; Mr. Coia, yes. Motion passed.

RES 14-108 A motion by Hank T. Gibson seconded by Pat Artz to re-enter the regular meeting at 9:10 p.m. Roll call: Mrs. Artz, yes; Mr. Gibson, yes; Mr. Coia, yes. Motion passed. Roll call showed the following present: Trustee Artz; Gibson and Coia; F/O Pittman.

The reason for Executive Session was to discuss personnel issues.

Attorney Murdock sent correspondence to the Board indicating he has not heard from the PT Union regarding the proposal for the contract; last contact indicated the union representative would contact the Fiscal Officer after that he would meet with RTFFA to determine their response. Trustee Gibson indicated he would prepare a letter to the PT Union stating the Board's position is not going to change from the last counter proposal and there would not be a levy that would determine a wage increase.

RES 14-109 A motion by Pat Artz seconded by Hank T. Gibson to prepare a letter on behalf of the Board regarding the conversation above and forward to the PT Union representative. Roll call: Mrs. Artz, yes; Mr. Gibson, yes; Mr. Coia, yes. Motion passed.

FISCAL OFFICER

RES 14-110 A motion by Vince Coia seconded by Hank T. Gibson to refund the following EMS accounts due to overpayment: [REDACTED] and [REDACTED]. Roll call: Mrs. Artz, yes; Mr. Gibson, yes; Mr. Coia, yes. Motion passed.

RES 14-111 A motion by Hank T. Gibson seconded by Vince Coia to write-off the following EMS account [REDACTED] due to being deceased with no assets or estate. Roll call: Mrs. Artz, yes; Mr. Gibson, yes; Mr. Coia, yes. Motion passed.

RES 14-112 A motion by Vince Coia seconded by Hank T. Gibson to forward the following EMS accounts to Capital Recovery for collections due to Lifeforce not being able to collect:

[REDACTED]. Roll call: Mrs. Artz, yes; Mr. Gibson, yes; Mr. Coia, yes. Motion passed.

DEPARTMENTAL REPORTS

ROAD DEPARTMENT

RES 14-113 A motion by Hank T. Gibson seconded by Vince Coia to approve and open a Super BC in the amount of \$10,000.00 for pipe, asphalt; fill; back fill; drainage supplies. Roll call: Mrs. Artz, yes; Mr. Gibson, yes; Mr. Coia, yes. Motion passed.

RES 14-114 A motion by Hank T. Gibson seconded by Vince Coia to approve a Super BC in the amount of \$6,000.00 for repairs to the 2000 International and the 2008 Chevy unit #6. Roll call: Mrs. Artz, yes; Mr. Gibson, yes; Mr. Coia, yes. Motion passed.

TOWNSHIP ADMINISTRATOR

The Administrator advised the Board of the following:

- At the meeting of the Board on February 4, 2013 services with Cintas were to be canceled. Kelly contacted Cintas to determine what the penalty would be to cancel services as there is a contract commencing December 6, 2010 through December 6, 2015. Currently we pay \$152.00 a month at \$30.68 per week we have approximately 96 weeks remaining. The manager stated we would have to pay about \$1,400.00 to cancel the service for breaking the contract. Cintas asked if they could change the frequency from weekly to bi-weekly or lower the service however the price of the mat we would keep would increase approximately \$5.00 but we would reduce the cost of the other mat(s). Trustee Gibson requested a representative attend the next meeting to discuss the contract. After further review of the original contract, it was noticed that the contract was not signed by an authorized officer. The Trustees requested that the Fiscal Officer contact legal counsel to determine the proper course of action.
- Due to some of the Township computers not being supported by Windows XP as of April 8, 2014 the Administrator obtained a quote from the current IT provider for replacement computers proposals were provided to the Board:
Fire: 4 computers @ \$671.83 each = \$2,687.32 w/4 MS Office @ \$188.00 = \$3,705.06
Road: 1 computer @ \$671.83 each = \$671.83 w/1 MS office @ \$188.00 = \$945.01
Zoning: 1 computer @ \$671.83 each = \$671.83 w/1 MS office @ \$188.00 = \$945.01
Admin: 1 computer @ \$671.83 each = \$671.83 w/1 MS office @ \$188.00 = \$945.01
This quote includes tax which we will not be paying however the Administrator asked the Board if their intent was to do the project in phases. Due to the cost the Fire Department should be done first although the budget would be tight it was necessary due to HIPPA guidelines and patient information. The Fiscal Officer advised there is a problem not doing the project at the same time as it leaves the server open for potential security problems. The Fiscal Officer advised she was not given the proposal prior to the meeting and could not properly address all the issues without the opportunity to review the information. The Board tabled the issue until the next meeting.

FIRE DEPARTMENT

RES 14-115 A motion by Hank T. Gibson seconded by Vince Coia to grant a six (6) month leave of absence for PT FF Tierney Bryant. Roll call: Mrs. Artz, yes; Mr. Gibson, yes; Mr. Coia, yes. Motion passed.

- Chief Bosso spoke of the recent fire and loss at Happy Trails Animal Sanctuary and indicated they can always use donations.
- The 2013 FEMA grant is in and Chief Bosso obtained four (4) sets of turn out gear.
- Chief Bosso is gathering information for the ISO rating.
- Nothing major is happening within the Department.

ZONING DEPARTMENT

RES 14-116 A motion by Pat Artz seconded by Hank T. Gibson to accept the resolution amending previous certification of costs; resolution number #13-391 of November 2, 2013 authorizing the Fiscal Officer to place a lien in the amount of \$24,681.62 on property 5482 S. Prospect Street; parcel #29-364-14-00-096-000 owner Loretta Ward. Roll call: Mrs. Artz, yes; Mr. Gibson, yes; Mr. Coia, yes. Motion passed.

RES 14-117 A motion by Pat Artz seconded by Hank T. Gibson to declare 6805 Henderson parcel #29-311-11-00-177-001 owner Renea Spann-Gooden a nuisance and proceed under ORC 505.86 to abate the nuisance. This house is fire damaged and the insurance company has deposited the required funds with the Township. The owner has stated that she does not intend to repair the structure and the deposited funds can be used to demolish the structure. There is approximately \$12,000.00 on deposit and demolition should in the \$8,000.00 range. The zoning office is working with Chris Meduri on this.

- 2885 Summit Road is the latest residential structure to be demolished under the Moving Ohio Forward Grant. This brings the total number of residential structures demolished in Ravenna Township to nine (9).
- The severe weather has slowed the Moving Ohio Forward Grant demolitions. Five (5) still need to be brought to final grade and grass planted. The contractor's excavator had major equipment failure that will take about a week to repair. Fortunately the repair can be done locally.
- The next JEDD meeting is February 27, 2014 at 4 PM. The committee will have Dick Messner as a guest speaker so the Committee can hear how Brimfield's two JEDD's work.
- The Zoning office received a thank you from the residents of Red Brush Road and Brady Lake Road for the demolition of 3115 Brady Lake Road. The property owner has declared bankruptcy but that should not affect the placing of a lien on the property for the demolition according to Chris Meduri.

NEW BUSINESS

TRUSTEES

RES 14-118 A motion by Hank T. Gibson seconded by Pat Artz to appoint Jim DiPaola to serve as representative to the Portage County Regional Planning Commission for a two (2) year term with Pat Artz being the alternate. Roll call: Mrs. Artz, yes; Mr. Coia, yes.

FISCAL OFFICER

RES 14-119 A motion by Hank T. Gibson seconded by Vince Coia to approve an open a PO to Anthem for 2014 COBRA fees in the amount of \$600.00. Roll call: Mrs. Artz, yes; Mr. Gibson, yes; Mr. Coia, yes. Motion passed.

RES 14-120 A motion by Vince Coia seconded by Hank T. Gibson to approve and open a PO to City of Ravenna for account #1*944*1 in the amount of \$1,080.00 for water. Roll call: Mrs. Artz, yes; Mr. Gibson, yes; Mr. Coia, yes. Motion passed.

RES 14-121 A motion by Hank T. Gibson seconded by Vince Coia to approve and open a PO to Nextel in the amount of \$1300.00 for fire Department cell phones. Roll call: Mrs. Artz, yes; Mr. Gibson, yes; Mr. Coia, yes. Motion passed.

RES 14-122 A motion by Hank T. Gibson seconded by Vince Coia to approve and open a PO to Ohio Department of Job & Family Services in the amount of \$1,500.00 for unemployment costs; fire \$500.00/road \$500.00/gen \$500.00. Roll call: Mrs. Artz, yes; Mr. Gibson, yes; Mr. Coia, yes. Motion passed.

RES14-123 A motion by Hank T. Gibson seconded by Vince Coia to approve and open a PO to Bureau of Worker's Comp for 2013 Worker's compensation premiums Gen \$2,500.00/Road \$4,500.00/Fire\$15,000.00/Zoning \$600.00: Total \$22,600.00. Roll call: Mrs. Artz, yes; Mr. Gibson, yes; Mr. Coia, yes. Motion passed.

AUDIENCE

Mr. & Mrs. Krebs were present to ask the Board what resolutions the Township had relating to animal problems: chickens, barking and free roaming dogs. They have contacted the Dog Warden on numerous occasions along with the Sheriff and there has been no conclusion. Trustee Artz asked that the Krebs write down times and dates. The Krebs stated they have and nothing has ever come from it. Hank T. Gibson advised he will contact the Dog Warden specifically about their situation and Inspector DiPaola will send a letter to the neighbors Mark & Christine Knapp of this situation and Vince Coia advised if these actions do not resolve the situation, he will contact the Commissioners regarding The Dog Warden's failure to act.

Todd Peetz presented the Board with the "Promotion Fair Housing in Portage County Communities" and addressed potential changes to zoning. Mr. Peetz needed to discuss with each community what will be presented and recommended to include in the zoning code. He will follow up with Jim DiPaola.

RES 14-124 A motion by Vince Coia and seconded by Hank T. Gibson to adjourn the meeting at 9:17 P.M. Roll call: Mrs. Artz, yes; Mr. Coia, yes; Mr. Gibson, yes. The motion passed.

ATTEST:

CHAIRMAN

TRUSTEE

FISCAL OFFICER

TRUSTEE