

# RAVENNA TOWNSHIP BOARD OF TRUSTEES

## MINUTES OF MARCH 18, 2014 REGULAR MEETING

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The Ravenna Township Board of Trustees met in Regular Session at the Ravenna Township Trustee's Meeting Room, 6115 Spring Street, Ravenna, Ohio, on March 18, 2014. The meeting was called to order at 7:02 P.M. by Chairman Vince Coia. Roll call showed the following present: Trustees Hank T. Gibson and Vince Coia; Fiscal Officer Gail Pittman; Department Heads Steve Bosso, Jim DiPaola and Darrell Stephens; Township Administrator Kelly Rich. Trustee Pat Artz was absent.

**RES 14-144** A motion by Vince Coia, seconded by Hank T. Gibson to approve the minutes of the March 4, 2014 regular meeting. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion passed.

**RES 14-145** A motion by Hank Gibson, seconded by Vince Coia to approve payroll (March 21, 2014) in the amount of \$35,296.65 and vouchers of March 21, 2014 in the amount of \$10,699.98, with vouchers over \$1,000.00 being read for approval. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion passed.

### **OLD BUSINESS:**

There was no old business brought up by the Trustees.

### **FISCAL OFFICER**

Fiscal Officer Gail Pittman advised the Board:

The new computers have been ordered and should be available to install early next week. The Fiscal Officer's old computer will be given to the FD and only one set of Office 2007 upgrade disks has been located.

### **DEPARTMENTAL REPORTS**

#### **ROAD DEPARTMENT**

Darrell Stephens advised the Board of the following:

- The house to House Spring clean-up is April 26, 2014.
- Tire drop-off through Portage Solid Waste is scheduled for May 17, 2014.
- Equipment repairs have been high; current fleet is six (6) years old with an average life expectancy of 10 years. He expressed concern for a rotating schedule for replacement. The original vehicles were all purchased within a year of each other.
- Trustee Artz advised the advised Darrell of a complaint in Hidden Brook with parking on the road; Darrell indicated he would monitor the situation and a reminder letter of the resolution #13-25 can be sent with a copy to the Homeowners Association.
- Bid specifications are being processed by the engineer's office and should be ready soon.
- Chipping services will begin the week of April 14, 2014.
- He advised the Board of an issue he had with his health insurance coverage recently.

**RES 14-146** A motion by Vince Coia seconded by Hank T. Gibson to approve and open a PO to River's garage not to exceed \$250 for the towing of the 2009 Chevy 5500 because it would not start. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion passed.

**RES 14-147** A motion by Vince Coia seconded by Hank T. Gibson to approve and open a PO to Henderson Trucking for #2031-760-740-0000 not to exceed \$2,500.00 for four (4) plow blades and accessories. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion passed.

#### **TOWNSHIP ADMINISTRATOR**

A letter from Mark Vertock of Cintas was received by the Board; Cintas's position is to not dissolve the current agreement between Ravenna Township and Cintas; however they will modify the current agreement to the minimum of \$20.00 for the duration of the contract. The Board concurred with this modification and will comply until the term of the contract expires.

**FIRE DEPARTMENT**

Steve Bosso advised the Board of the following:

- ISO five (5) year review was last week and the Township did well
- Ladder testing is scheduled for March 24, 2014.
- Lights in the fire bays need to be replaced; he will obtain quotes and explore a possible grant.
- Truck #2417 needs repairs and to be replaced eventually.

**RES 14-148** A motion by Hank T. Gibson seconded by Vince Coia to approve and open a Then & Now PO to Fire Force for \$6,120.00 as part of the 2013 FEMA/AFG grant for fund #2111-220-420-0000. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion passed.

**RES 14-149** A motion by Hank T. Gibson seconded by Vince Coia to approve and open a Then & Now PO to Shamrock Gear for \$520.00 as part of the 2013 FEMA/AFG grant for fund #2111-220-420-0000. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion passed.

**RES 14-150** A motion by Hank T. Gibson seconded by Vince Coia to approve and open a PO to All-American Fire Equipment for fund #2111-760-750-0000 not to exceed \$700.00 for diagnosis/repair of electronic issues on engine #2414, includes pump panel, throttle, lights door warning lights and turn signals. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion passed.

**RES 14-151** A motion by Hank T. Gibson seconded by Vince Coia to approve and open a Then & Now PO to Vidacare in the amount of \$609.31 for five (5) interosseous IV needles and power driver for fund #2281-230-420-0000. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion passed.

**RES 14-152** A motion by Hank T. Gibson seconded by Vince Coia to approve a one (1) year leave of absence for part-time FF/Paramedic Ben Rahe due to employment at Canton FD. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion passed.

**ZONING DEPARTMENT**

Jim advised the Board of the following:

- The process of vacation of a road procedure involves petitioning the Commissioners. Once the vacation is approved the property automatically reverts to the surrounding homeowners.
- Reminder of the BZA meeting on March 19, 2014. Cost U Less Storage, 2904 St. Rt. 59, Ravenna Ohio 44266, is requesting a variance for a large digital sign.
- 4370 Court Street 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 ten (10).
- To date, \$ 103,776.34 of Moving Ohio Forward Grant Funds has been spent In Ravenna Township to demolish eight (8) structures. There are three (3) structures that we do not have final costs for.

**RES 14-153** A motion by Vince Coia seconded by Hank T. Gibson to place a lien in the amount of \$16,313.26 on 3115 Brady Lake Road, Ravenna, Ohio 44266, parcel number 29-345-00-00-002-000 for demolition costs under ORC 505.86. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion passed.

**RES 14-154** A motion by Vince Coia seconded by Hank T. Gibson to request a resolution for an inspection of 6809 Henderson, Ravenna, Ohio 44266, parcel 29-311-11-00-179-001 under ORC 505.86 to determine if the structure is unsafe and/or unfit for human habitation. The structure is fire damaged and the owner has requested Ravenna Township to use the insurance

funds on deposit to have the house demolished. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion passed.

**RES 14-155** A motion by Vince Coia seconded by Hank T. Gibson to declare 6878 Cleveland Road, Ravenna, Ohio 44266, parcel 29-310-00-00-019-000 a nuisance and proceed under ORC 505.87 to have the nuisance abated. There is an accumulation of trash and debris from interior remodeling next to the road. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion passed

**NEW BUSINESS**

**TRUSTEES**

**FISCAL OFFICER**

**RES 14-156** A motion by Hank T. Gibson seconded by Vince Coia to approve and open a BC in the amount of \$1,000.00 for #1000-110-330-0000 for travel and meeting expenses. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion passed.

**RES 14-157** A motion by Hank T. Gibson seconded by Vince Coia to approve the February 2014 bank reconciliation as submitted by the Fiscal Officer. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion passed.

**RES 14-158** A motion by Vince Coia seconded by Hank T. Gibson to approve and open a BC in the amount of \$1,000.00 for #2281-230-323-0000 for repairs/tools. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion passed.

The Fiscal Officer advised the Board of a need to update and modify the current data backup procedure for the Township.

**RES 14-159** A motion by Vince Coia seconded by Hank T. Gibson to approve and open a PO to Quality IP not to exceed \$387.98 for fireproof/waterproof external hard drive R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion passed.

**RES 14-160** A motion by Vince Coia seconded by Hank T. Gibson to approve and open a PO to Cardmember Service not to exceed \$600.00 for the purchase of a one-year subscription to Carbonite for remote backup service. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion passed.

**RES 14-161** A motion by Vince Coia and seconded by Hank T. Gibson to adjourn the meeting at 8:57 P.M. Roll call: Mrs. Artz, yes; Mr. Coia, yes; Mr. Gibson, yes. The motion passed.

ATTEST:

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CHAIRMAN

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TRUSTEE

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FISCAL OFFICER

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TRUSTEE