

RAVENNA TOWNSHIP BOARD OF TRUSTEES
MINUTES OF REGULAR MEETING OF JUNE 10, 2014

The Ravenna Township Board of Trustees met in Regular Session at the Ravenna Township Trustee's Meeting Room, 6115 Spring Street, Ravenna, Ohio, on June 10, 2014. Trustee Chairman Vince Coia called the meeting to order at 7:00 P.M. Roll call showed the following present: Trustees Hank T. Gibson, Pat Artz and Vince Coia; Fiscal Officer Gail Pittman; Department Heads Jim DiPaola, Darrell Stephens, and Fire Chief Steve Bosso. In attendance in the audience: Joseph & Lisa Ferrell of 6273 Roselawn Ave., Ravenna; Paul Platz, 3286/3288 SR 59, Ravenna; Andrew Frank of 5000 Bradenton Ave., Dublin representing Frank Gates Company; and Attorney Chad Murdock of 228 W. Main St., Ravenna.

Trustee Chairman Vince Coia announced the correspondence book was present and available for public viewing.

A motion by Vince Coia seconded by Hank T. Gibson to approve the minutes of the Regular meeting of May 27, 2014. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

Financial reports were reviewed from the month of May 2014 and found to be in order.

A motion by Vince Coia seconded by Hank T. Gibson to accept the financial reports presented from the month of May, 2014. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

A motion by Vince Coia seconded by Hank T. Gibson to approve and accept the Bank Reconciliation as of May 30, 2014. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

RES #14-282 A motion by Vince Coia seconded by Hank T. Gibson to approve payroll for June 13, 2014 in the amount of \$48,837.33 and vouchers in the amount of \$11,810.09 with vouchers over \$1,000.00 being read for approval. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

OLD BUSINESS:

TRUSTEES

Paul Platz was present to provide the Board a status report on his property. He stated the transfer of property seems to be dragging on. Portage Chapel is helping him find another place to live and he expects to move out this month. Trustee Coia stated that his deadline was April 1st and the Board has been more than fair in extending him additional time to comply, but they need to see faster progress on his end. Mr. Platz acknowledged the response. He left the meeting at 7:40 pm.

FISCAL OFFICER

Fiscal Officer Pittman reported that 10 resumes have been received to date for the Assistant Fiscal Officer position and she will be setting interviews for next week.

DEPARTMENTAL REPORTS

ROAD DEPARTMENT

Road Supervisor Darrell Stephens reported the following:

Four applications have been received and reviewed for the part-time seasonal laborer position. He recommends the hiring of Garrett Brode.

RES# 14-283 A motion by Vince Coia, seconded by Hank T. Gibson to hire Garrett Brode for part-time seasonal laborer commencing June 16, 2014 at a pay rate of \$9.00 per hour. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

Timber Run paving is scheduled to start Monday, June 16, 2014. Ronyak will be placing signs on the road. He requests that the newspaper is notified so they can run an article.

A roll-off dumpster will be placed in the McElrath neighborhood for their clean-up day. Trustee Coia commented that their clean-up efforts next year should be coordinated with the Township's clean-up day to reduce costs and efforts.

RES# 14-284 A motion by Vince Coia, seconded by Hank T. Gibson to approve and open a PO to Loftin/FABET not to exceed \$1,000.00 for the McElrath cleanup from the General Fund R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

Estimates for the new truck build out were received from Henderson, Quality and Cross. The estimates were reviewed and discussed regarding pricing and work specifications.

RES #14-285 A motion by Vince Coia, seconded by Hank T. Gibson to accept the Henderson Truck Equipment estimate and approve and open a PO in the amount of \$21,067.00. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

The mowing equipment for the Bobcat will be ordered through the State purchasing program and not directly from Leppo. The vendor on the purchase order will need to be corrected.

Road repair work has been performed on Woodview, Skeels, Hommon and Washington.

FIRE DEPARTMENT

Fire Chief Steve Bosso reported the following:

Hydrant flushing is being coordinated with the City of Ravenna.

The Chief's vehicle is in need of additional repairs. Sarchione Ford has provided an estimate for the repairs that our Road department could not complete. It was noted that the vehicle is a 2005 and has more than 102,000 miles. The repairs consist of replacing the steering rack, main hose, and front-end alignment.

RES #14-286 A motion by Hank T. Gibson, seconded by Pat Artz to approve and open a PO not to exceed \$1,400.00 to Sarchione Ford for Fire Vehicle repairs from Fund #2111 R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

Fire Chief Bosso has spoken to the Mayor of Brady Lake regarding contracting for Fire Service and discussions are still ongoing. It was noted that they are behind in their payments on the current EMS contract. Trustee Artz said that before a contract is negotiated with Brady Lake for Fire service, they need to be current with their payments on the existing contract.

Bob Rummel submitted a revised estimate for the lighting repairs that has come in less than the originally approved estimate. The board was pleased with the reduced amount and requested he proceed with the repairs.

The Firefighters turnout gear is in need of repairs and an estimate from Shamrock Gear Restoration has been obtained. It totaled \$4,260. There is \$1,244 of grant funds remaining for this and the balance of \$3,016 is available in the EMS Fund.

RES #14-287 A motion by Hank T. Gibson, seconded by Vince Coia to approve and open a PO in the amount of \$4260.00 to Shamrock Gear Restoration for the repairs from Fire Fund#2111 \$1244 and EMS Fund #2281 \$3016. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

RES #14-288 A motion by Hank T. Gibson, seconded by Vince Coia to approve and open a PO in the amount of \$1,135.00 to Koorsen Fire & Security for ProAir Annual maintenance contract

from account #2111-220-360-0000 R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes.
Motion Passed.

Fireworks will be held at Sunbeau Valley Farm this Saturday during their Summer Festival..

ZONING DEPARTMENT

Zoning Inspector Jim DiPaola reported the following:

The fire damaged structure at 6809 Henderson is scheduled for demolition within the next two weeks.

An additional residential structure at 4354 Hayes Road will be demolished with additional monies received under the Moving Ohio Forward Grant.

RES #14-289 A motion by Pat Artz, seconded by Vince Coia, to declare the property at 2890 Brady Lake Road, parcel 29-352-00-00-013-000, a nuisance and proceed under ORC 505.87 to abate the nuisance. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

RES #14-290 A motion by Pat Artz, seconded by Vince Coia, to declare 6878 Cleveland Road, parcel 29-310-00-00-019-000, a nuisance and proceed under ORC 505.87 to abate the nuisance. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

RES #14-291 A motion by Pat Artz, seconded by Vince Coia, to declare 6882 Cleveland Road, parcel 29-310-00-00-020-000, a nuisance and proceed under ORC 505.87 to abate the nuisance. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

The Board of Zoning Appeals will meet Wednesday, June 11, 2014 at 7 PM to hear a conditional use request to operate an impound lot and automotive repair facility at 3344/3360 St. Rt. 59. This type of use is Conditionally Permitted and must be approved by the Board of Zoning Appeals.

The Zoning Commission will meet Thursday, June 19, 2014 to consider text changes to the Zoning Code relating to the replacement of nonconforming structures that are damaged and off premise signs.

The May 2014 Monthly Report was presented.

Numerous complaints of high grass have been received and the neighboring residents are anxious for us to obtain the equipment and start mowing some of these properties.

RES #14-292 A motion by Vince Coia, seconded by Hank T. Gibson, to approve and open a PO in the amount of \$500.00 to Bennett Land Title Agency for title search fees for the Platz property and other TBD property from account #1000-110-360-0000. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

NEW BUSINESS

TRUSTEES

Pursuant to R. C. 121.22(g) Executive Session was requested.

RES #14-293 A motion by Pat Artz seconded by Hank T. Gibson to suspend Regular session at 8:44 p.m. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

RES #14-294 A motion by Vince Coia seconded by Hank T. Gibson to enter into Executive session at 8:44 p.m. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

Roll call showed the following present: Trustees Vince Coia, Hank T. Gibson, Pat Artz, Fiscal Officer Gail Pittman, Road Supervisor Darrell Stephens, and Attorney Chad Murdock.

The purpose of Executive Session was to discuss employee attendance policies.

RES #14-295 A motion by Hank T. Gibson seconded by Vince Coia to close Executive session at 9:05 p.m. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

RES #14-296 A motion by Hank T. Gibson seconded by Vince Coia to re-enter into Regular session at 9:05 p.m. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

Roll call showed the following present: Trustees Vince Coia, Hank T. Gibson, Pat Artz, Fiscal Officer Gail Pittman, Road Supervisor Darrell Stephens, and Attorney Chad Murdock.

The purpose of Executive Session was to discuss employee attendance policies.

FISCAL OFFICER

RES#14-297 A motion by Vince Coia, seconded by Hank T. Gibson, to approve and open the following PO's and BC's:

1. PO in the amount of \$ 3,000.00 to Frank Gates for workers comp administration services from account #1000-110-360-0000
2. PO in the amount of \$600.00 to Record Publishing for advertising from the following funds: General \$400.00, Road \$200.00
3. BC in the amount of \$300.00 for Zoning professional & technical fees from Fund #2181
4. BC in the amount of \$4,000.00 for Repairs and Maintenance in the General Fund Account # 1000-110-323-0000
5. BC in the amount of \$5,000.00 for Motor Vehicle Repairs in the Road Fund Account #2031-760-750-0000
6. BC in the amount of \$1200.00 for Small tools and Minor Equipment General Fund 1000-110-430-0000
7. BC in the amount of \$3,900.00 for Contracted Services from Fire fund 2111-220-360-0000
8. BC in the amount of \$2,500.00 for Other Supplies and Materials from Fire fund #2111-220-490-0000
9. BC in the amount of \$3,000.00 for Motor Vehicles from Fire Fund 2111-760-750-0000
R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

The insurance agent has presented a request for HRA reimbursement to Darrell Stephens in the amount of \$500.00 in accordance with our current policy.

RES #14-298 A motion by Vince Coia, seconded by Hank T. Gibson, to approve and open a PO in the amount of \$500.00 to Darrell Stephens for HRA reimbursement from Road Fund#2031-330-221-0000 R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

Departmental financial reports including a combined Appropriations/PO Status report have been distributed via email in Excel format to all department heads and trustees.

The Board of Elections has sent over the official certification of the results of the Ravenna Township local option from the Primary Election held May 6, 2014. The vote was 95 in favor and 78 opposed to the sale of beer, wine and mixed beverages on Sunday at the Convenient Marketplace at 3011 SR 59 Ravenna.

RES #14-299 A motion by Vince Coia, seconded by Hank T. Gibson, to set the date for the Special Hearing on the Budget for July 8, 2014 at 6:30 pm in the Trustee meeting room at 6115 Spring St., Ravenna to be followed by the Regular Township meeting. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

RES #14-300 A motion by Pat Artz, seconded by Vince Coia, to request a one-year audit with the Auditor of State because of the change of Fiscal Officer. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

AUDIENCE

Andrew Frank was invited to address the Board about Workers Comp group rating for the upcoming year. Due to claims experience in 2013 Ravenna Township is going to be removed from the group rating for the upcoming year. The Township is eligible for the Group Retro or EM Cap programs which could provide discounts, but not as high as the group rating program. The expected premium for the 2015 year, which will be due in 2016, is approximately \$34,000. The refund from Group Retro could bring this down by \$10,586 depending on the actual experience of the group after the year is completed. The actual premium paid in in 2014 was \$16,662 for the 2013 tax year. He also spoke about Workers Comp. safety grants that are available and he will touch base with Fire Chief Steve Bosso to explore these opportunities.

Joseph & Lisa Ferrell spoke with concerns about a local property owner doing work without permits. Zoning Inspector Jim DiPaola addressed the issue and stated that he has made the County Building Department aware and will follow up with that department to see if any action has been taken. They also had concerns that this work and lack of maintenance on the neighboring property is causing flooding issues on their property and in the neighborhood. Lisa disputed that the water problem is a private issue because she believes that he is purposely blocking a natural waterway and violating the Township Zoning Code Section 800.00. The Township has asked the City of Ravenna to use their camera and scope the pipes in the area to help determine the source of the problem.

ADJOURNMENT

A motion by Pat Artz seconded by Vince Coia to adjourn the meeting at 9:40 p.m. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

ATTEST:

CHAIRMAN

TRUSTEE

FISCAL OFFICER

TRUSTEE