

**RAVENNA TOWNSHIP BOARD OF TRUSTEES
MINUTES OF REGULAR MEETING OF JULY 08, 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 July 08, 2014. Trustee Chairman Vince Coia called the meeting to order at 7:03 P.M. Roll call showed the following present: Trustees Vince Coia, Pat Artz, and Hank T. Gibson; Fiscal Officer Gail Pittman; Department Heads Darrell Stephens and Fire Chief Steve Bosso. Not in attendance was Department Head Jim DiPaola. Audience members were: Diane Smith of the Record Courier, Attorney Chad Murdock, and Township employee Scott Dozanti.

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

A motion by Hank T. Gibson seconded by Vince Coia to approve the minutes of the Regular Meeting of June 24, 2014. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

A motion by Hank T. Gibson seconded by Pat Artz to approve the minutes of the Special Meeting of June 27, 2014. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

Financial reports were reviewed from the month of June, 2014 and found to be in good order. A motion by Vince Coia seconded by Hank T. Gibson to accept the financial reports as presented. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

RES #14-312 A motion by Vince Coia seconded by Hank T. Gibson to approve payroll warrants for July 11, 2014 in the amount of \$43,494.77 and warrants in the amount of \$28,694.84 with warrants over \$1,000.00 being read aloud. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

OLD BUSINESS:
TRUSTEES

Court ordered inspections of the property at 3286 St. Rt. 59, owned by Paul Platz, were performed today and the official reports will be forthcoming. Zoning Inspector Jim DiPaola and Chief Steve Bosso reported that the property is in deplorable condition. It should be condemned and demolished as soon as possible. As soon as the official reports come in, the Trustees intend to move quickly to demolish the property. Mr. Platz is now living elsewhere.

An Institution Notice for Liquor Permit was previously received by the Department of Commerce. Triple Jays LLC of 234 W Main St has applied for a liquor permit. The Board tabled the disposition of the notification from the last meeting until more information was known. Hank and Vince have independently spoken to others in the community and received negative feedback about the nuisance calls from that facility in the past. After much discussion, the trustees agreed to object for the record, but not request a hearing on the basis of the nuisance complaints.

RES #14-313 A motion by Hank T. Gibson, seconded by Vince Coia to respond to the Department of Commerce with objection for the record, option #2. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

We are in receipt of the Workers compensation application for enrollment in the Group Retrospective Rating Program and a response is required. This Rating program and other options were discussed at length in previous meetings.

RES #14-314 A motion by Vince Coia, seconded by Pat Artz to enroll in the Group Retrospective Rating Program for Workers Compensation coverage for the upcoming year. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

FISCAL OFFICER

Departmental Reports as of the current approved activity including a combined Appropriation/PO Status, Fund Balance and Revenue Status report have been distributed via email in Excel format to all Department Heads and Trustees.

The bank reconciliation report for June, 2014 was presented. A motion by Vince Coia, seconded by Hank T. Gibson to approve and accept the bank reconciliation report for June 2014 as presented by the Fiscal Officer. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

Notification that Heather Flint has declined to accept the position of Assistant Fiscal Officer. The candidates will be reviewed again and anticipate a hiring decision shortly.

Effective with the next payroll, the OP&F employee contribution rate will increase from 10.75% to 11.50%.

As of this date, we have not received a payment from Brady Lake Village for the current or delinquent amount for the EMS contract.

DEPARTMENTAL REPORTS

ROAD DEPARTMENT

Road Supervisor Darrell Stephens was present and the following was reported:

The invoice came in from Ronyak Paving for the Timber Run Paving project. The invoice is \$13,092.88 (19%) over the original bid. The overage is due to additional materials needed because the specifications from the County Engineer were a little short on the bid specifications. Darrell has reviewed the specifications and spoken to the County Engineer's office as well as the vendor and has concurred. The Trustees pointed out that the Township is responsible for the bid amount and they were not comfortable paying the entire overage. They felt that the bidder should have double-checked the specifications up front.

RES #14-315 A motion by Hank T. Gibson, seconded by Pat Artz to approve an additional 10% (or \$6,892.00) overage on the bid. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.'

RES #14-316 A motion by Vince Coia, seconded by Hank T. Gibson to approve and open a Then and Now PO to Ronyak Paving in the amount of \$6,892.00 from the Road Fund #2011-330-360-0000. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

Darrell reported that employee Scott (Nate) Dozanti has submitted a verbal resignation to accept an opportunity with the Rail Road. Nate has been an excellent employee and will be missed, but we wish him well. Darrell will start looking for a replacement.

RES #14-317 A motion by Vince Coia, seconded by Hank T. Gibson to accept Scott Dozanti's resignation with regrets. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

Darrell reported that the Chipper truck broke down. For now they are using the dump truck for chipping, but by next Spring the Township should be looking at purchasing a new Chipper truck

Also, the air compressor motor burnt up just six months out of warranty. Preliminary estimates for a replacement motor are somewhere between \$900 - \$1000.

RES #14-318 A motion by Vince Coia, seconded by Hank T. Gibson, to approve and open a blanket certificate in the amount of \$1,000 from the Road fund for a new motor. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

FIRE DEPARTMENT

Fire Chief Steve Bosso was present and the following was reported:

Med unit #2411 had a cooling line problem and had to be towed to Sarchione Ford. This is the same problem as unit #2412 experienced. It seems to be a design flaw. Estimated repair costs are under \$600.00

RES #14-319 A motion by Hank T. Gibson, seconded by Vince Coia to approve and open a PO not to exceed \$600.00 to Sarchione Ford for repairs from the Fire Fund #2111. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

New ISO Rating for Ravenna Township – We just received official word from ISO (Insurance Services Office) that our new Public Protection Classification changed from a 5/9 to 4/4x, which means lower insurance premiums for homeowners and businesses alike within Ravenna Township. As only 5,216 Fire Departments countrywide have this classification, it puts us in the 90th percentile. This is attributed to improved response staffing, record keeping, (training, equipment testing, etc.), a professional dispatch center, and training with the Geauga/Portage Water Shuttle. Congratulations was given to the Fire Department and Pat Artz suggested that letters of announcement be sent out to the large employers in the Township.

ZONING DEPARTMENT

Zoning Inspector Jim DiPaola was not present, but the following was report was submitted:

Jim recommends a charge of \$150.00 per acre for mowing to abate a high grass nuisance under ORC 505.87. This will be in addition to the hourly rate charged for the Township employee and to operate the mower and other fines assessed under the Zoning Code. The Trustees directed Darrell to work together with Jim and the Fiscal Officer to finalize the fee schedule.

The high grass at 6126 Spring Street, 6878 Cleveland Road and 6882 Cleveland Road has been cut so the Township will not have to mow them.

RES #14-320 A motion by Vince Coia, seconded by Pat Artz to authorize the Portage County Prosecutor to file a complaint in Common Pleas Court on Kevin Coulbourne, 4575 Hayes Road, Ravenna, OH 44266, parcel 29-317-00-00-010-000 for being in violation of the Ravenna Township Property Maintenance Code Section 307.1 and Ravenna Township Zoning Code Section 605.00.D.2 & 4. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

The Zoning Commission will meet Thursday, July 10, 2014 to consider text changes to the Zoning Code relating to the replacement of nonconforming structures that are damaged. The Commission will review specific language that will be forwarded to the Trustees for review.

The June fee collection report was submitted.

NEW BUSINESS **TRUSTEES**

A letter was received from the Department of Homeland Security requesting a planning committee member be appointed. Vince Coia read the letter aloud and the trustees selected Chief Steve Bosso to be the representative.

Finelli Architectural firm dropped off plans for the Octagonal Fence around the flagpole and a sample of the spindles that will be at the top of the fence. The restoration plans will be submitted to site review sometime this month.

FISCAL OFFICER

The following purchase orders were requested for approval and opening:

1. PO in the amount of \$18,000.00 to Ohio Edison Electric Co for electric service at Spring St and Cleveland Road from General Fund #1000-110-351-0000

- 2. PO in the amount of \$600.00 to Burnham & Flower for Fidelity Bond for new Assistant Fiscal Officer from General Fund #1000-110-383-0000
- 3. PO in the amount of \$1500.00 to Mutual of Omaha for Life Insurance applied from Funds as follows: \$500.00 General Fund #1000-110-222-0000; \$500.00 Road Fund #2031-330-222-000; \$500.00 Fire Fund 2111-220-222-000.
- 4. PO in the amount of \$300.00 to Loftin/FABET for trash removal from General Fund #1000-110-322-0000
- 5. PO in the amount of \$500.00 to COMDOC for color copies applied from Funds as follows: \$250.00 General Fund #1000-110-410-0000; \$250.00 Fire Fund 2111-220-410-000.

RES #14-321 A motion by Vince Coia, seconded by Hank T. Gibson, to approve and open the above listed PO's as stated. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

Pursuant to R.C. 121.22(g) Executive Session was requested to discuss employee attendance and the CBA agreement with the Part-time Firefighters Union.

A motion by Vince Coia, seconded by Hank T. Gibson to suspend Regular session at 7:47 pm. 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 enter into Executive session at 7:47 pm. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

Roll Call: Trustees Coia, Artz, and Gibson, Fiscal Officer Pittman, Attorney Murdock, Department Heads Darrell Stephens and Chief Steve Bosso were present.

A motion by Vince Coia, seconded by Hank T. Gibson to close Executive session at 8:26 pm. 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 re-enter Regular session at 8:27 pm. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

Roll Call: Trustees Coia, Artz, and Gibson, Fiscal Officer Pittman, Attorney Murdock, and Chief Steve Bosso were present.

No action was taken.

AUDIENCE

No additional comments.

ADJOURNMENT

A motion by Vince Coia seconded by Pat Artz to adjourn the meeting at 8:37 p.m. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

ATTEST:

CHAIRMAN

TRUSTEE

FISCAL OFFICER

TRUSTEE