

RAVENNA TOWNSHIP BOARD OF TRUSTEES
MINUTES OF REGULAR MEETING OF AUGUST 5, 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 August 5, 2014. Trustee Chairman Vince Coia called the meeting to order at 7:00 P.M. Roll call showed the following present: Trustees Vince Coia, Pat Artz, and Hank T. Gibson; Fiscal Officer Gail Pittman; Department Head Jim DiPaola; Fire Chief Steve Bosso; Assistant Fiscal Officer Nancy Soldan. Department Head not in attendance was Darrell Stephens. Audience members were: Kevin and Beth Straubmaar of 4553 Hayes Rd., Ravenna.

A motion by Vince Coia seconded by Hank T. Gibson to approve the minutes of the Regular Meeting of July 22, 2014. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

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

Financial reports were reviewed from the month of July, 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 #14-335 A motion by Vince Coia seconded by Hank T. Gibson to approve payroll warrants for August 8, 2014 in the amount of \$43,519.86 and other warrants in the amount of \$18,415.06 with warrants over \$1,000.00 being read aloud for approval. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

OLD BUSINESS:

TRUSTEES

Part Time Fire Fighters CBA Agreement was presented for final approval and adoption after being tabled from a previous meeting. There was still no response from the Union. The issue was again tabled.

The Ravenna Flagpole was brought down on Tuesday July 29, 2014 during good weather. A YouTube time-lapse video is available for viewing the process.

FISCAL OFFICER

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

One year audit request for 2013 has been sent to the State Auditor's Office. We are able to use an outside contractor for 10 years then the State takes back the audit. 2013 would be our 10th year so it would work out well to use Alger & Associates again if the State agrees. Trustee Pat Artz asked if they are going to audit any prior years. If the Auditor deems they need to audit any prior years, they will make the determination and then adjust the scope of the engagement.

DEPARTMENTAL REPORTS

ROAD DEPARTMENT

Road Supervisor Darrell Stephens was not present but the following was submitted:

More supplies will be needed from Marlboro Supply and Allied Corporation for repairs to the roads.

RES #14-336 A motion by Vince Coia seconded by Hank T. Gibson to approve and open a PO in the amount of \$2,000.00 to Marlboro Supply from Road Fund #2031-330-323-000 for

supplied needed for Road Repairs. R/C: Mr. Coia, yes; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

RES #14-337 A motion by Vince Coia seconded by Hank T. Gibson to approve and open a PO in the amount of \$2,000.00 to Allied Corporations, Inc. from Road Fund #2031-330-320-0000 for asphalt supplies needed for Road Repairs. R/C: Mr. Coia, yes; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

The Recycling Bins available to the public were a complete mess on Monday and complaints from residents were received. Darrell had spoken with Bill Steiner earlier in the day about this issue.

The new air compressor has been installed and is now up and running. There are leaks in the Fire Department that Darrell and Chief Bosso will work together to repair so that the machine does not run as much as it has been.

17 applicants responded to the ad for Road/Service Worker II position. A list of the applicants was made available to the Trustees. The applications will be reviewed and interviews set up shortly.

FIRE DEPARTMENT

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

Chief Bosso is continuing to work out the part-time work schedule. The September 1st schedule is on track.

Carson & Barnes Circus is in town at Sunbeau Valley. The Township Trustees have received letters from Township residents with concerns about cruelty to the animals. Chief Bosso announced that the Circus requested a public relations visit from the Fire Department to water down the elephants. The Trustees thought it would be a good idea so the Department will be available if there are no calls to attend to at that time.

Trustee Chair Vince Coia brought up that Mr. Gemberling was witnessed stopping at Rockne's at a time when he was believed to be on duty. Chief Bosso explained that he was aware of this and that Gemberling was off duty at the time and was picking up dinner for the crew on his way in to the station and was in his personal vehicle and not yet on shift.

Med Unit 2412 is in need of repairs that may be the starter. The same unit also needs new tires.

RES #14-338 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 to Med Unit 2412 from the Fire Fund. R/C: Mr. Coia, yes; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

RES #14-339 A motion by Hank T. Gibson seconded by Vince Coia to approve and open a PO not to exceed \$650.00 to Bob Summerel Tire from the Fire Fund. R/C: Mr. Coia, yes; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

ZONING DEPARTMENT

Zoning Inspector Jim DiPaola was present, and the following was reported:

A purchase order is needed for the demolition costs for the Platz property.

RES #14-340 a motion by Pat Artz seconded by Vince Coia open a PO not to exceed \$11,000 to Robert Helmling Excavating for the demolition of property at 3286 State Route 59.

From General Fund 1000-110-599-0000 in accordance with Res #14-334. R/C: Mr. Coia, yes; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

A status hearing on 4515 Hayes Road, the Ferris property, was held on July 31, 2014 before Judge Enlow. The property owner stated that they would have the travel trailer repaired or removed by October 1, 2014. The court will set a status hearing in October.

The residential structure at 4354 Hayes Road was being demolished today using Moving Ohio Forward Grant Funds from Round 2.

The fire damaged structure located at 6809 Henderson has been demolished.

The Portage County Engineer has used their sewer jet to clear debris obstructions at Woodlawn and Brady Lake Road. Arrangements are currently being made with Ravenna City to have the use of their sewer camera. Attempts to get their vacuum truck in were unsuccessful but they believe the obstructions have been cleared.

Trustee Chair Vince Coia asked about the fire damaged house on Lakewood. Jim informed that the property owner has not done anything regarding tearing it down. The owner claims they do not have the money to pay a contractor.

The July 2014 Monthly Zoning Report was presented to the Trustees.

NEW BUSINESS

TRUSTEES

Trustee Chair Vince Coia was approached by a representative of The Salvation Army to purchase or lease the park for their use for day care. Vince spoke to Attorney Chris Meduri and there is a question about liability.

The trees surrounding the Downtown Flagpole, may need to be removed. Jim DiPaola has met with the Tree Association and they made a motion that the trees may be trimmed, but not removed.

Trustee Chair Vince Coia stated that we have received several letters from residents concerning the issue on the Solid Waste Removal program. All Board members were in agreement that they were in favor of leaving the trash and recycling program for the Township as it is currently.

RES #14-341 A motion by Vince Coia, seconded by Hank T. Gibson to officially state that the Trustees are in favor of leaving the solid waste program in its current state and not limit the residents' choice of rubbish vendor. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed. A press release and letter to the editor will be distributed.

FISCAL OFFICER

The July 2014 bank reconciliation was presented. A motion Vince Coia seconded Hank T. Gibson to accept the July 2014 bank reconciliation as presented. R/C: Mr. Coia, yes; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

RES #14-342 Approve and open a PO in the amount of \$750.00 to Chad Murdock for Legal Services from the Fire Fund #2111-220-360-0000. Motion Hank T. Gibson seconded Pat Artz. R/C: Mr. Coia, yes; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

Jim Zuccaro from Summit Insurance Agency has presented our insurance policy renewal through OTARMA. The amount is \$20,263.00 compared to \$18,799.00 last year. An increase of \$1,464.00. He noted that we will receive a refund of \$1,279.00 related to last year's policy. He was

not available to discuss at tonight’s meeting and wants to come to the next meeting on Aug 19th. Fiscal Officer Pittman reported that there are some mistakes in the policy that they are fixing and she has asked them for pricing options at higher deductible levels. Because our premium is due 8/20/14 and our next meeting is 8/19/14, the Trustees have agreed to hold a Special Meeting on Monday August 11, 2014 at 6:00 p.m. so that the corrected policy with different premium structure can be reviewed and decided upon. Jim Zuccaro will attend both the August 11 and 19 meetings to discuss the policy, our risks, and receive the payment so that it is timely paid.

RES #14-343 Approve and open a PO in the amount of \$20,263.00 to OTARMA for Insurance from the following funds General Fund # 1000-110-381-0000 \$5,219.00; Fire Fund #2111-220-381-0000 \$9,523.00; Road Fund #2031-330-381-0000 \$5,471.00; Zoning Fund #2181-110-382-0000 \$50.00. Motion Vince Coia seconded Hank T. Gibson. R/C: Mr. Coia, yes; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

RES #14-344 Approve and open a BC in the amount of \$500.00 for Office supplies from the Fire Fund #2111-220-410-0000. Motion Vince Coia seconded Hank T. Gibson. R/C: Mr. Coia, yes; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

RES #14-345 Approve and open a PO in the amount of \$15,000.00 to Ravenna Oil for Diesel Fuel from the Fire Fund #2281-230-420-0000 for \$7,500.00 and from the Road Fund #2031-330-420-0000 for \$7,500.00. Motion Vince Coia seconded Hank T. Gibson. R/C: Mr. Coia, yes; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

Fiscal Officer Pittman informed the Trustees that they have control over how the inside millage is allocated between General, Road, and Fire Funds. Should they want to adjust, each tenth of a mil is equal to about \$13,155. We would need to work with the County Auditor’s office next April or May in order to adjust for the 2016 budget. It is too late to do it for the 2015 budget because it must be completed prior to submission of the following year’s budget.

AUDIENCE

Trustee Chair Vince Coia asked Mr. and Mrs. Straubmaar would like to address the Board with anything and they declined.

ADJOURNMENT

A motion by Vince Coia seconded by Hank T. Gibson to adjourn the meeting at 7:55 p.m. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

ATTEST:

CHAIRMAN

TRUSTEE

FISCAL OFFICER

TRUSTEE