

RAVENNA TOWNSHIP BOARD OF TRUSTEES
MINUTES OF REGULAR MEETING OF SEPTEMBER 2, 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 September 2, 2014. Trustee Chairman Vince Coia called the meeting to order at 7:05 P.M. Roll call showed the following present: Trustees Vince Coia and Hank T. Gibson; Fiscal Officer Gail Pittman; Department Heads Jim DiPaola and Fire Chief Steve Bosso and Assistant Fiscal Officer Nancy Soldan. Not in attendance was Trustee Pat Artz and Department Head Darrell Stephens. Audience members were: Vicki Kline, Portage County Treasurer; Jim Zuccaro from Summit Insurance; and Becky Doherty, candidate for Portage County Common Pleas Judge

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

Approval of the minutes of the Regular Meeting of August 19, 2014 was tabled until the next meeting on September 16, 2014.

Financial reports were reviewed from the meeting of August 19, 2014 and found to be in good order. A motion by Hank T. Gibson seconded by Vince Coia to accept the financial reports as presented. R/C: Mr. Coia, yes; and Mr. Gibson, yes. Motion Passed.

RES #14-357 A motion by Vince Coia seconded by Hank T. Gibson to approve payroll warrants for September 5, 2014 in the amount of \$40,623.28 and warrants in the amount of \$10,527.38 with those over \$1,000.00 being read aloud. R/C: Mr. Coia, yes; and Mr. Gibson, yes. Motion Passed.

OLD BUSINESS:
TRUSTEES

Trustee Gibson announced that he is working with the part-time Firefighters Union to obtain a signed agreement that can be approved at the next meeting.

Brady Lake Village Mayor Hal Lehman was invited to discuss the EMS/Fire Proposal that Chief Bosso presented months ago. He did not respond or attend the meeting. After reading in the newspaper that the Village had decided to go with Kent for their service, the Trustees decided to cease further attempts to arrive at an agreement until we hear a response from the Village Mayor.

FISCAL OFFICER

Financial reports have been distributed in Excel to all Department Heads and Trustees. The August monthly reports will be ready for the next meeting.

Fiscal Officer Pittman gave an update on the Audit progress. We have given the auditors three boxes of information so far and are in the processes of assembling the balance of the information they have requested.

The Real Estate tax 2nd draw was received as well as the portion from mobile homes. The next large deposit is the rollback which should arrive within the next three weeks.

Ray from the Road Department delivered the old desk from the assistant's office to the Center of Hope on August 26th. He said they were very happy to receive it and will send us a letter of acknowledgement.

A past due statement for the current EMS Agreement with Brady Lake Village of \$12,250.00 will be mailed September 3, 2014. Aging = \$2,750.00 at 60 days; \$2,750.00 at 120 days; \$6,750.00 is from prior to 2014.

RES #14-358 Motion by Vince Coia seconded by Hank T. Gibson to accept the LPA Federal Signage Upgrade Project Grant with a maximum amount of \$8,500.00 funds to be directly

paid to specified vendors. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed. Grant documents signed.

DEPARTMENTAL REPORTS

ROAD DEPARTMENT

Road Supervisor Darrell Stephens was not present. The following was reported by Trustee Coia:

Interviews were done for the position of Road/Service Worker II by Trustee Vince Coia and Department Head Darrell Stephens with four applicants. Mr. Stephens indicated he would like to hire applicant Andrew Lemley, with a starting rate of \$14.50/hour and review in six months.

RES #14-359 Motion by Vince Coia seconded by Hank T. Gibson to approve a conditional offer of employment pending the results of driving record acceptable to our insurance company and drug screening. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

Ravenna Township has been approved for Issue II funding for the 2015 year in the amount of \$95,700.00.

Mr. Stephens reported that truck parts needed for the build out by Henderson are on backorder. He requested permission for acquisition of a 9' snow blade for the new truck.

RES #14-360 Motion by Vince Coia seconded by Hank T. Gibson to approve and open a Purchase Order not to exceed \$7,500.00 for Henderson Truck Equipment, Ohio. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

FIRE DEPARTMENT

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

Chief Bosso reported that there is to be a CBA meeting Thursday September 4, 2014 to finalize the agreement.

The recent repairs made to the fleet have made a positive reflection as they are all running well. Chief Bosso reported that there are still some that need new tires which he is in the process of getting.

Balloon-A-Fair held at Sun Beau Farms is to be held in three weeks.

ZONING DEPARTMENT

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

Jim met with James Beirlair of Portage County Soil and Water on August 27, 2014 and discussed options for the Woodlawn and Brady Lake Road area. Mr. Beirlair stated that he has no authority to make a private property owner correct a drainage problem. This is a private property dispute between property owners. The next step is to schedule the City of Ravenna for use of their vacuum truck and sewer cam.

The Ravenna Township Board of Zoning Appeals will meet on September 10, 2014 to hear a variance request to have chickens on a property at 6549 Peck Road. Keith Francis is the property owner and resident.

The Zoning Commission met on August 28, 2014 and has scheduled a public hearing for September 17, 2014 on the proposed zoning code change.

On August 26, 2014 the City of Ravenna Shade Tree Commission approved removal of two (2) crab apple trees next to the flag pole with the stipulation that two (2) trees be planted in the vicinity at a later date. The City of Ravenna Street Department will remove the two (2) crab apple

trees. Mr. DiPaola stated he would ask local landscaping companies if they are willing to donate time to plant the new trees when it comes time to do so.

The new base for the flag pole is being formed up and the concrete should be poured within the next week, weather permitting. The flag pole is at the welders in Middlefield being worked on. The date for reinstalling the flag pole has not yet been determined. The goal is to have it in place before the Balloon-A-Fair, but the project will not be rushed to meet the goal at the cost of quality.

The JEDD Board met and accepted the resignation of Robert Nation due to family obligations. The board voted to appoint Kerry Macomber as the fifth member so JEDD business could be conducted. The next JEDD meeting is September 25, 2014.

The teardown of the building owned by Mr. Paul Platz at 3286 State Route 59 will happen near the end of September. Before any buildings can be torn down, any vehicles still remaining on the property must be removed. Mr. Platz has been in communication with Zoning Inspector DiPaola and has agreed to maintain communications on a weekly basis.

NEW BUSINESS **TRUSTEES**

RES #14-361 Motion by Vince Coia Seconded by Hank T. Gibson to approve termination of employment for seasonal road employee Garrett Brode effective August 21, 2014. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

A tree fell and blocked the road near Payne Avenue and Henderson Road on Friday August 22, 2014. Dispatch reported the incident to the on-duty fire- fighters; however they did not report the incident to the Fire Chief, Road Department, or Trustees until Monday August 25, 2014. The Trustees have taken steps to ensure this type of communication breakdown does not happen again.

FISCAL OFFICER

Fiscal Officer Gail Pittman reported to the Trustees that the minutes from 1995 through current years have been digitized and saved on the server by Assistant Fiscal Officer Nancy Soldan. It was reported that the minutes are now available on the shared General drive, along with a cd that was presented to each Trustee by Mrs. Pittman.

RES #14-362 Motion by Vince Coia seconded by Hank T. Gibson to approve the following purchase orders:

PO #117-2014 in the amount of \$1,000.00 to Falls Flag & Banner for flags and hardware for courthouse flag pole when it goes back up, from General Fund #1000-110-323-000

PO # 118-20144 in the amount of \$60.00 to Ohio Police and Pension Fund for UAN short calculation for July employer portion, from Fire Fund #2111-220-215-000

PO #119-2014 in the amount of \$500.00 to Rummel Electric for air compressor repairs from Road Fund (PO #101-2014 originally issued for this under Portage Plant Maint) from Fund #2031-330-323-0000

PO # 120-2014 in the amount of \$400.00 to SPOK Inc, formerly USA Mobility for Fire Department pagers from Fund #2111-220-341-0000

PO # 121-2014 in the amount of \$2000.00 to Allied Corporation for road repair materials from fund #2031-330-323-0000

R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

AUDIENCE

Vicki Kline, Portage County Treasurer, was present to discuss a monthly payment plan for property taxes being offered by the Portage County Treasurers office to property owners.

Ms. Kline also announced that she is running for Portage County Commissioner in the upcoming elections this November 2014. She spoke about her goals as Commissioner,

Jim Zuccaro from Summit Insurance discussed the Ravenna Township's Insurance Policy and specifics regarding limits of coverage. We currently do not have coverage for floods or earthquakes. Fiscal Officer Pittman requested that Jim send her a cost estimate for flood insurance for the lower level administrative area only.

Becky Doherty announced that she will be running for the seat being vacated by Judge Enlow in the Portage County Common Pleas Court. She spoke in detail about possibly establishing a drug court for Portage County to better utilize services already in place.

ADJOURNMENT

A motion by Vince Coia seconded by Hank T. Gibson to adjourn the meeting at 8:10 p.m. R/C: Mr. Coia, yes; and Mr. Gibson, yes. Motion Passed.

ATTEST:

CHAIRMAN

TRUSTEE

FISCAL OFFICER

TRUSTEE