

RAVENNA TOWNSHIP BOARD OF TRUSTEES
MINUTES OF REGULAR MEETING OF SEPTEMBER 16, 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 16, 2014. Trustee Chairman Vince Coia called the meeting to order at 7:02 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 and Fire Chief Steve Bosso; Assistant Fiscal Officer Nancy Soldan. Not in attendance was Department Head Darrell Stephens. Audience members were: Beatrice Mitchell of 3733 Lovers Lane, Ravenna.

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

A motion by Hank T. Gibson seconded by Pat Artz to approve the minutes of the Regular Meeting of August 19, 2014. R/C: Mr. Coia, abstain; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

A motion by Hank T. Gibson seconded by Vince Coia to approve the minutes of the Regular Meeting of September 2, 2014. R/C: Mr. Coia, yes; Mrs. Artz, abstain; and Mr. Gibson, yes. Motion Passed.

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

RES #14-363 A motion by Hank T. Gibson seconded by Vince Coia to approve payroll warrants for September 19, 2014 in the amount of \$34,039.71 and other warrants in the amount of \$6,867.51 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

The Part-Time Fire Fighters' Union (PTFF) has signed the Collective Bargaining Agreement for the period November 21, 2013 through November 20, 2016 as previously negotiated. Chief Bosso reported that the part-time hourly schedule is projected to meet the hours requirement by the end October and he may request to hire additional part-time firefighters to accommodate the schedule.

RES #14-364 Motion by Hank T. Gibson to accept the previously negotiated Part-Time Firefighter Collective Bargaining Agreement for the period November 21, 2013 through November 20, 2016 as signed by the Union, seconded by Vince Coia. R/C: Mr. Coia, yes; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

Cintas provided a new proposal for greater reduction in service with a renewal period of 36 months a \$15.00/week, equaling \$780.00 per year. The current contract expires December 6, 2015. The trustees rejected an additional contract and still wish to cancel the current contract at its expiration.

Trustee Artz discussed various property development options in the area that are still in early stages.

FISCAL OFFICER

Financial Reports as of the current activity have been distributed in Excel to all Department Heads and Trustees.

The Township received a letter from a student by the name of Seth at Crestwood Primary School addressed to Ravenna Township Police thanking them for their service, which was shared with the Trustees.

DEPARTMENTAL REPORTS

ROAD DEPARTMENT

Road Supervisor Darrell Stephens was on vacation, Trustee Vince Coia reported the following:

The preliminary driving report was obtained from the Bureau of Motor Vehicles for Andrew Lemley was returned with one minor infraction. We have requested a certified copy of his driving record from the State. We have not yet received his drug screening report and Nancy was asked to follow up with the testing facility regarding the status of his test. His tentative start date is September 22, 2014.

FIRE DEPARTMENT

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

There are various vehicle repair issues: Batteries were needed for Med Unit #2412.

RES #14-365 Motion by Vince Coia seconded by Pat Artz to approve PO #123-2014 for \$650.00 to Allstate of Youngstown for the batteries for Unit #2412 from the Fire Fund #2111-760-750-000. R/C: Mr. Coia, yes; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

Our service department worked on Unit #2414 and discovered a valve needed replaced which is causing the air compressor to work more than normal. Until it is fixed, the Unit is out of commission because there are no air brakes. Hank T. Gibson verbally approved the emergency requisition to order the parts at an approximate cost of about \$400.00, the requisition is listed for \$495.00 and it was subsequently signed.

RES #14-366 Motion by Vince Coia seconded by Pat Artz to approve Then & Now PO #127-2014 in the amount of \$558.01 to Vidacare for IO Needles needed as an emergency from Fire/EMS Fund #2281-230-420-0000. R/C: Mr. Coia, yes; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

RES #14-367 Motion by Vince Coia seconded by Hank T. Gibson to approve PO #126-2014 in the amount of \$700.00 to Arrow International (formerly Vidacare) for medical supplies and IO needed in the future from Fire/EMS fund #2281-230-420-000. R/C: Mr. Coia, yes; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

The program to flush and maintain the Fire Hydrants continues to progress completing about six (6) hydrants per day.

Ethel from Brady Lake Village visited Chief Bosso on Friday September 12, 2014 She indicated that the payment on the delinquent balance of \$12,250.00 is still pending the sale of their truck. It was also noted that neither Chief Bosso, nor any officer of the Township has received official notification of any change to EMS service contract for the Village of Brady Lake.

Property owners Mr. Chichak and Mr. Daily have called requesting the release of funds being held in fire loss escrow prior to completion of work required on fire damaged properties. The Trustees have advised Chief Bosso to continue holding escrow funds until work is completed and passes inspection in accordance with ORC.

ZONING DEPARTMENT

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

Jim has met with Todd Peetz of Regional Planning, to review progress on the updated Land Use Plan. He would like to schedule a work session using the Technical hours with the Trustees to get input on some things and review progress. A tentative date of September 30, 2014 at 6:30 pm has been set pending confirmation with Mr. Peetz.

The Ravenna Township Board of Zoning Appeals met on September 10, 2014 to grant a variance request to have chickens on a property at 6549 Peck Rd. Keith Francis is the property owner and resident. The Zoning Commission has scheduled a public hearing for September 17, 2014 at 7:00 pm on the proposed zoning code change.

The new base for the flag pole has been formed and the concrete is scheduled to be poured Wednesday, September 17, 2014, weather permitting.

The JEDD Board will meet September 25, 2014 at 4 pm in Ravenna City Hall Conference Room. They now have a Full Board.

Jim is currently working with Ravenna City to schedule the sewer cam and vac truck for Woodlawn and Brady Lake Road.

Tom Proctor, the BZA alternate, has moved into Ravenna City. Since he is no longer a Township Resident he can no longer serve on the Board. Request a motion to remove Tom Proctor from the BZA and thank him for the time he served.

RES #14-368 Motion by Pat Artz seconded by Hank T. Gibson to remove Tom Proctor from the Ravenna Township Board of Zoning Appeals and thank him for the time he served. R/C: Mr. Coia, yes; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

The Black Horse Tavern demolition is moving forward. The contractor is currently waiting for the utilities to be shut off by the respective companies. Paul Platz is currently working with the demolition contractor to remove salvageable items from the structure.

The Zoning Office has received a tip that a vacant lot at 3173 State Route 59 owned by the Township has been used in the past for parking at various events at Sun Beau Farms. The Trustees noted that the property needs to be secured from unauthorized access which might create a liability issue.

RES #14-369 Motion by Vince Coia seconded by Pat Artz to rope off the property and post “No Parking” and “No Trespassing” notices on the property located at 3173 State Route 59, Ravenna before this Friday September 19, 2014. R/C: Mr. Coia, yes; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

Inspector DiPaola reported that the Zoning truck is in need of some maintenance. It currently has two dashboard warning lights coming on intermittently and needs to be serviced. Jim requests a PO in the amount of \$1,000.00 to Paradise Car Care, 803 West Main Street, Ravenna, Ohio for repairs.

RES #14-370 Motion by Pat Artz seconded by Hank T. Gibson to approve PO #124-2014 in the amount of \$1,000.00 to Paradise Car Care from Fund #2181-760-750-0000. R/C: Mr. Coia, yes; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

Request a motion to forward Zoning Violation #2014VIO11, Gerald Ellsworth, 7570 Peck Road, Ravenna, OH 44266, parcel #29-109-00-00-005-001 to the Portage County Prosecutor for enforcement. The resident has not complied with the order to remove junk vehicles.

RES #14-371 Motion by Pat Artz seconded by Hank T. Gibson to forward Zoning Violation #2014VIO11, Gerald Ellsworth, 7570 Peck Road, Ravenna, OH 44266, parcel #29-109-00-00-005-

001 to the Portage County Prosecutor for enforcement. R/C: Mr. Coia, yes; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

NEW BUSINESS

TRUSTEES

NOPEC General Assembly meeting is scheduled for November 12, 2014 at 11:30 am at the Independence Civic Center. No Registrations form as of yet, just a “save the date” notification.

OTARMA is requesting nominations for their Board of Directors to be submitted by October 24th if anyone is interested in serving.

Chairman Vince Coia notified the Board that the owner of the property at 6310 Bridge Street, Ravenna, has accumulated brush which needs to be removed at their own expense because it is a greater amount than permitted by Resolution. The Trustees agreed to send a letter to the owner notifying him of his responsibility.

Pursuant of R.C. 121.22(g) an Executive Session was requested to discuss Employee Performance.

A motion by Vince Coia seconded by Pat Artz to suspend Regular session at 8:40 p.m. R/C: Mr. Coia, yes; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

A motion by Vince Coia seconded by Hank T. Gibson to enter into Executive session at 8:40 p.m. R/C: Mr. Coia, yes; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

Roll call showed the following present: Trustees Vince Coia, Hank T. Gibson, Pat Artz, and Fiscal Officer Gail Pittman.

A motion by Vince Coia seconded by Hank T. Gibson to close Executive session at 9:12 p.m. R/C: Mr. Coia, yes; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

A motion by Vince Coia seconded by Hank T. Gibson to re-enter into Regular session at 9:12 p.m. R/C: Mr. Coia, yes; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

Roll call showed the following present: Trustees Vince Coia, Hank T. Gibson, Pat Artz, and Fiscal Officer Gail Pittman.

No action was taken at this time.

FISCAL OFFICER

RES #14-372 Motion by Hank T. Gibson seconded by Vince Coia to approve and accept the bank reconciliation for August 2014 as presented. R/C: Mr. Coia, yes; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

Record Publishing is now requesting remittance be made to Dix Communications. We need a new purchase order for advertising under the new payee.

RES #14-373 Motion by Vince Coia seconded by Hank T. Gibson to approve PO #125-2014 in the amount of \$800.00 to Dix Communications from Funds, General, Zoning, Road and Fire. R/C: Mr. Coia, yes; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

Request approval to issue refund checks for overpayments to EMS patients according to LifeForce requisitions submitted.

RES #14-374 Motion by Pat Artz seconded by Hank T. Gibson to authorize and issue refund checks to EMS patients according to LifeForce documents. R/C: Mr. Coia, yes; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

Report from the Portage County Health Department for 2nd Quarter, Year-to-Date activities for Ravenna Township has been received and is available in the Fiscal Office for viewing.

RES #14-375 Motion by Vince Coia seconded by Hank T. Gibson to approve PO #128-2014 in the amount of \$5,700.00 for Streetlight electric usage from Special Funds #2402, #2403, #2404, #2405. R/C: Mr. Coia, yes; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

The Trustees were informed of an upcoming meeting with John Dalziel regarding insurance on Thursday, September 25th, 2014 at 2:00 pm. Fiscal Officer Pittman requested that one Trustee attend to review initial premium renewal proposals.

AUDIENCE

Beatrice Mitchell brought in and shared pictures of dumping in and around the Garfield Road neighborhood. She requested the placement of “No Dumping” signs for the area and requested that Ravenna Township clean up the property on Garfield Road. She claimed that if it is not stopped soon, it will become a junk yard. Trustee Chairman Vince Coia thanked Mrs. Mitchell for bringing it to the attention of the Board and will instruct Road Supervisor Darrell Stephens to coordinate the clean-up and placement signs.

ADJOURNMENT

A motion by Vince Coia seconded by Hank T. Gibson to adjourn the meeting at 9:13 p.m. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

ATTEST:

CHAIRMAN

TRUSTEE

FISCAL OFFICER

TRUSTEE