

RAVENNA TOWNSHIP BOARD OF TRUSTEES
MINUTES OF REGULAR MEETING OF DECEMBER 9, 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 December 9, 2014. Trustee Chairman Vince Coia called the meeting to order at 7:02 P.M. Roll call showed the following present: Trustees Vince Coia, Hank T. Gibson Pat Artz; Fiscal Officer Gail Pittman; Department Heads Darrell Stephens, Zoning Inspector Jim DiPaola, Fire Chief Steve Bosso and Assistant Fiscal Officer Jon Summers. Audience members were Robert Davet, Ryan Wasserman, Katelyn Gray and Mark Chapple.

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

A motion by Vince Coia seconded by Pat Artz to approve the minutes of the Regular Meeting of November 25, 2014. R/C: Mr. Coia, yes; Mrs. Artz, yes; Mr. Gibson, abstain. Motion Passed.

Financial reports were reviewed from the meeting of November 25, 2014 and found to be in good order. A motion by Vince Coia, seconded by Hank Gibson to accept the financial reports as presented. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

RES #14-423 A motion by Vince Coia, seconded by Hank Gibson to approve payroll warrants for December 9, 2014 in the amount of \$49,056.60 and other warrants in the amount of \$15,846.52 with warrants over \$1,000.00 being read aloud. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

Mr. Gibson asked Darrell Stephens if he is satisfied with Ravenna Oil regarding pricing and timeliness of deliveries. Darrell said he was satisfied with pricing and we have not run out of fuel so far, which was the problem using them in the past.

OLD BUSINESS:

TRUSTEES

Vince Coia discussed the issue of solid waste meeting regarding the final plan from the EPA. We are getting closer to a resolution. They will be switching to a single stream, requiring no sorting, and the effect on the township would be fewer bins but each bin will cost more. There will be a dedicated Deputy budgeted for policing of dump sites which is greatly needed.

The fencing for the flagpole is expected to be installed Friday or Monday.

FISCAL OFFICER

There has been no additional communication or payment from the Village of Brady Lake regarding EMS services and contract.

The Mutual of Omaha voluntary life insurance benefit is in need of enrolling 3 more people to keep the voluntary component of the policy active. Letters are being distributed to eligible participants to encourage enrollment.

DEPARTMENTAL REPORTS

ROAD DEPARTMENT

Road Supervisor Darrell Stephens was present and reported the following:

The new truck has been delivered. It is still in need of radio installation, running boards, and lettering. Darrell explained his estimates for all three costs and the PO's are in the Fiscal Officer's list of PO's to approve.

The empty shed in the back yard is in bad shape and Darrell recommended that it be demolished. There is also an old refrigerator that needs to be disposed of.

RES# 14-424 A motion by Vince Coia, seconded by Hank Gibson to declare the shed and refrigerator surplus, no longer needed, and authorize Darrell to dispose of them. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

FIRE DEPARTMENT

Fire Chief Steve Bosso was present and reported the following:

Steve said he has finished filing for the FEMA grant.

Hank Gibson told Steve that his extra efforts are appreciated and as far the hiring of a new Fire Chief, the Board hopes to make a decision by the end of the month.

Ben Rahe is wanting to return from his leave of absence.

RES #14-425 A motion by Hank Gibson, seconded by Vince Coia to bring back Ben Rahe as active duty commencing December 9, 2014. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

There is an issue with two part- time firefighters not putting in enough hours. Steve will accelerate the disciplinary procedures.

Steve requested the hiring of 2 new part time firefighters/EMTs, Robert Davet and Ryan Wasserman.

RES #14-426 A motion by Hank Gibson, seconded by Vince Coia to hire Robert Davet to the position of part time firefighter/EMT-B at the rate of \$10.40/hr, to increase to \$11.96/hr upon successful completion of the Paramedic National registry exam, and subject to a 1500 hour annual cap commencing January 1, 2015. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

RES #14-427 A motion by Hank Gibson, seconded by Vince Coia to hire Ryan Wasserman to the position of part time firefighter/paramedic at the rate of \$11.96/hr and subject to a 1500 hour annual cap commencing January 1, 2015. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

Steve introduced the two new part- time employees and welcomed them.

Fiscal Officer Gail Pittman presented an analysis of the cash needs for the Fire Department through the end of March 2015. Hank Gibson brought up the fact that we need to start looking at possibly increasing the levy. Gail responded that we are starting to do five year budget projections for the Fire department so that we have more information for a better analysis.

ZONING DEPARTMENT

Zoning Inspector Jim DiPaola was present and reported the following:

We have received the legal parcel description from the Portage County Engineer on the property located on Garfield Road east of Henderson. It has an approximate area of 50' x 120' and this description will be used in the resolution to petition the Portage County Commissioners to approve the vacation of the lot. The next step is to have a road vacation plat drawn by a registered surveyor which will be submitted along with the resolution. Local surveyors have been contacted for estimates, one of which has been received for \$650.00. The Trustees decided not to act on the vacation because there was no money in the budget to cover the expense.

Time Warner and AT&T have moved their cables at the intersection of St. Rt. 88 and Peck Rd. First Energy (Ohio Edison) stated to the PUCO that they will reinstall the street light in the

next week. The pole was hit on May 12, 2014. The PUCO has requested First Energy credit the Township \$7.41 per month for each month of loss of use.

The next JEDD meeting will be December 18, 2014 at 4:00 pm in the Trustees Meeting Room. The business list will be reviewed as well as a draft of the petition for sign up.

The residential structure at 6430 Wall St. has been demolished. The residential structure at 5696 Lakewood Rd. will be demolished within the next two (2) weeks. As of December 31, 2014 the Moving Ohio Forward Grant will be closed. Fourteen (14) structures in Ravenna Township have been demolished under this grant.

Thomas Campbell of 6214 Morgan Rd. has until December 15, 2014 to bring his property into compliance with the zoning code or he will be fined \$100.00 per day for each day the violation continues to exist. As of today, the property remains in violation of the zoning code.

Jim submitted November's zoning activity report.

It was reported that the bus is still sitting on the Paul Platz property and must be removed. Jim reported that Mr. Helmling is waiting for the ground to harden up a little bit in order to pull the bus out without tearing up the yard. The Trustees expressed concern and stated that the bus needs to be removed immediately.

NEW BUSINESS **TRUSTEES**

In regards to a letter from Maureen Frederick about dumping on Beery Road, Vince Coia stated that the issue has been handled and the area has been cleaned.

OTARMA has an annual meeting scheduled for January 30, 2015. Copies of Board of Director ballots were distributed and it was agreed to do the voting at the next meeting.

RES #14-428. The 2015 Township meeting dates calendar was distributed. The proposed meeting dates for 2015 are at 7:00 pm in the Trustee meeting room at 6115 Spring Street on the following dates in 2015: January 6 and 20; February 3 and 17; March 3, 17, and 31; April 14 and 28; May 12 and 26; June 9 and 23; July 7 and 21; August 4 and 18; September 1, 15, and 29; October 13 and 27; November 10 and 24; and December 8 and 21. A motion by Pat Artz, seconded by Vince Coia to adopt the calendar for regular meetings. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

FISCAL OFFICER

Financial reports in Excel format was distributed to all department heads and Trustees.

RES #14-429 A motion by Vince Coia, seconded by Hank Gibson to approve the following PO's and BC's:

- a. PO#172-2014 in the amount of \$350.00 to Dix Communications for employment ad for Fire Chief from Fire Fund #211-220-345-0000.
- b. PO#173-2014 in the amount of \$726.00 to Auditor of State for UAN fee for first quarter of 2015 from General Fund #1000-110-313-0000.
- c. PO#174-2014 in the amount of \$300.00 to Graphic Expressions for lettering for new truck from Road Fund #2031.
- d. T&N PO#175-2014 in the amount of \$1,500.00 to Chase Card for Ice Rescue suits from Hodges Marine that were paid on credit card and not direct. Replaces PO #164-2014.
- e. T&N PO#176-2014 in the amount of \$500.00 to Chase Card for postage meter refill to Pitney Bowes, needed that day from the General Fund.

- f. PO#177-2014 in the amount of \$500.00 to Mitchell Communications for radio in new Road Vehicle from the Road Fund.
- g. PO#178-2014 in the amount of \$900.00 to Sarchione Ford for running boards for 2 newest trucks from the Road Fund.
- h. BC's #62-65-2014 totaling \$750.13 on General and Road fund wage and OPERS accounts needed to refund payments. Originally approved on earlier BC's that were closed too early.

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

Becky Dix met with Jon Summers regarding Records Retention rules and procedures. She will come back for additional help in January.

It was decided that the holiday office party will be Thursday, December 18th at 11:30 a.m. The Trustees are providing the sandwiches. The remainder of the foods and beverages will be provided by the employees.

AUDIENCE

ADJOURNMENT

A motion by Vince Coia seconded by Hank Gibson to adjourn the meeting at 8:47 p.m. R/C: Mr. Coia, yes; Mrs. Artz, yes. Motion Passed.

ATTEST:

CHAIRMAN

TRUSTEE

FISCAL OFFICER

TRUSTEE