

RAVENNA TOWNSHIP BOARD OF TRUSTEES
MINUTES OF REGULAR MEETING OF DECEMBER 22, 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 22, 2014. Trustee Chairman Vince Coia called the meeting to order at 7:00 P.M. Roll call showed the following present: Trustees Vince Coia, Hank T. Gibson; Fiscal Officer Gail Pittman; Department Heads Zoning Inspector Jim DiPaola, Fire Chief Steve Bosso and Assistant Fiscal Officer Jon Summers.

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

A motion by Vince Coia seconded by Hank Gibson to approve the minutes of the Special Board Meeting of December 9, 2014. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

A motion by Vince Coia seconded by Hank Gibson to approve the minutes of the Regular Meeting of December 9, 2014. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

Financial reports were reviewed from the month of November 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; Mr. Gibson, yes. Motion Passed.

RES #14-430 A motion by Vince Coia, seconded by Hank Gibson to approve payroll warrants for December 26, 2014 in the amount of \$32,337.87 and other warrants in the amount of \$48,625.20 with warrants over \$1,000.00 being read aloud. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

OLD BUSINESS:

TRUSTEES

The interviews for the Fire Chief will be scheduled tentatively for January 6th at 5:00 P.M., pending any conflicts with Pat Artz's schedule.

The fencing for the flagpole has been installed and the lighting of the flagpole is to be done on January 8th, 2015.

Voting for the 2 Board of Director seats for OTARMA was discussed and completed. A motion by Vince Coia, seconded by Hank Gibson to vote for Joyce Fetzer and Nancy White. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

FISCAL OFFICER

Gail presented the updated cash analysis report for the fire department. The positive balance is expected to flip to the negative in January with the expected dispatch billing from the City of Ravenna.

There has been no additional communication or payment from the Village of Brady Lake regarding EMS services and contract. The next quarterly billing will be going out January 1st and without an official cancellation notice we cannot stop the billing.

The Mutual of Omaha voluntary life insurance benefit is in jeopardy since there are not enough interested parties. Vince Coia said he will talk with the Road Crew and see if he can't generate some interest.

DEPARTMENTAL REPORTS

ROAD DEPARTMENT

Road Supervisor Darrell Stephens was not present. Vince Coia reported the following:

Last Thursday was very icy but otherwise the roads have not been too bad. There is little overtime on this pay period.

FIRE DEPARTMENT

Fire Chief Steve Bosso was present and reported the following:

Not much to report this time. Steve's ready for transitioning to the new Chief, whenever that comes about.

LifeForce has supposedly adjusted their bills but the audit shows this is not true. Hank Gibson suggested that we invite them to come to one of our meetings to discuss some of the issues we are having with the billing.

ZONING DEPARTMENT

Zoning Inspector Jim DiPaola was present and reported the following:

Two estimates have been received for the surveying and replatting of the Garfield Road property east of Henderson Road, one for \$650.00 and one for \$625.00. The owner of the adjoining properties has expressed interest in paying for the surveying and replatting of the vacated property.

The street light has been reinstalled and is working at the intersection of St. Rt. 88 and Peck Rd. First Energy (Ohio Edison) will be crediting our Street Lighting account for lost usage from May 16, 2014 through December 16, 2014.

The JEDD committee met on December 18, 2014. Dick Messner, Brimfield Zoning Inspector, spoke about their process of signing businesses and property owners up for the two JEDDs they are in.

The residential structure at 5696 Lakewood Rd has been demolished. The Moving Ohio Forward Grant has been closed out.

The following eight (8) properties were forwarded to NDS and Regional Planning as possible properties for acquisition and demolition under the Neighborhood Initiative Program Grant. If acquired, the properties would belong to the Land Bank and would be sold at a later date.

7545 St Rt 88	6375 Roselawn
6416 Wall St	6358 Spring St
6364 Woodlawn	6334 Spring St
6368 Woodlawn	6863 Infirmary Rd

Vince Coia addressed the issue of a truck that has been parking in the township parking lot. A motion by Vince Coia, seconded by Hank Gibson to authorize Jim DiPaola to post a note on the vehicle stating that they are not to leave the vehicle there or it will be towed. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

NEW BUSINESS

TRUSTEES

Up for discussion was the renewal of the Working Partners Health Agreement with Robinson Health Affiliates for drug and alcohol testing. There will be a modest 2% price increase across the board. For drug testing, the increase will be an additional \$1.00 per person.

RES #14-431 A motion by Vince Coia, seconded by Hank Gibson to accept the renewal agreement with Robinson Health Affiliates. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

A motion by Vince Coia, seconded by Hank Gibson to approve the annual salary method for the Trustees and Fiscal Officer for 2015, Trustees to be paid monthly and Fiscal Officer to be paid semi-monthly. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

A motion by Vince Coia, seconded by Hank Gibson to extend the normal insurance policies to the Trustees and Fiscal Officer for 2015. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

A motion by Vince Coia, seconded by Hank Gibson to adopt the IRS 2015 standard mileage rate of \$0.575 for businesses for mileage reimbursement for 2015. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

Jon Summers will do the annual 2 hour online Workers Comp safety meeting course necessary to fulfill the 2015 requirement for the township.

RES #14-432. A motion by Vince Coia, seconded by Hank Gibson to grant the Portage County Engineers Office the authority to issue right of way work permits for the Township roads. R/C: Mr. Coia, Mr. Gibson, yes. Motion Passed.

Vince attended the park dedication on Beery Road. The park will have bike and horse trails.

FISCAL OFFICER

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

A motion by Hank Gibson, seconded by Vince Coia to approve and accept the November 2014 bank reconciliation as presented by the Fiscal Officer. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

RES #14-433 A motion by Vince Coia, seconded by Hank Gibson to approve the following PO's:

- a. PO#179-2014 in the amount of \$200.00 to Levinson's for James Crevar per the CBA from the Fire Fund #2111-220-251-0000.
- b. PO#180-2014 in the amount of \$400.00 to Winter Equipment Company for parts for Snow Blade from the Road Fund #2031, previously approved on Requisition but will take a while to get the parts.
- c. T&NPO#181-2014 in the amount of \$395.91 to Roger Conard for a 2013 refund on behalf of a deceased patient from the Fire Fund 2281.

RES #14-434. A motion by Vince Coia, seconded by Hank Gibson to authorize the release of Fire Loss Funds in the amount of \$25,260.67 to resident Roy E. Dailey pursuant to release from Fire Chief Steve Bosso and Zoning Inspector Jim DiPaola. R/C: Mr. Coia, Mr. Gibson, yes. Motion Passed.

The Fiscal Officer noted that spending authority must be in place effective January 1, 2015 and requested the approval of the following Temporary Appropriations for 2015 :

<i>Fund #</i>	<i>Name</i>	<i>Temporary Appropriation</i>
1000	General	\$200,000.00
2011	MVL Tax	15,000.00
2021	Gasoline Tax	30,000.00
2031	Road and Bridge	77,000.00
2111	Fire	80,000.00
2181	Zoning	10,000.00
2281	Ambulance and EMS	60,000.00
4901	Misc Capital Projects	15,000.00
	Total	\$487,000.00

RES #14-435. A motion by Hank Gibson, seconded by Vince Coia to approve the Temporary Appropriations as presented. R/C: Mr. Coia, Mr. Gibson, yes. Motion Passed.

RES #14-436. A motion by Hank Gibson, seconded by Vince Coia to approve and accept the disposition of EMS accounts according to the recommendation of LifeForce on the supplemental report. R/C: Mr. Coia, Mr. Gibson, yes. Motion Passed.

The Fiscal Officer noted that the payment issued this month to LifeForce included a credit taken for \$402.62 for commissions that were charged on refund payments we made to patients and insurance companies for 2013 and January through November 2014.

AUDIENCE

ADJOURNMENT

A motion by Vince Coia seconded by Hank Gibson to adjourn the meeting at 8:04 p.m. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

ATTEST:

CHAIRMAN

TRUSTEE

FISCAL OFFICER

TRUSTEE