

RAVENNA TOWNSHIP BOARD OF TRUSTEES
MINUTES OF EMERGENCY MEETING OF FEBRUARY 12, 2015

The Ravenna Township Board of Trustees met in Emergency Session at the Ravenna Township Trustee's Meeting Room, 6115 Spring Street, Ravenna, Ohio, on February 12, 2015. Trustee Hank Gibson called the meeting to order at 12:33 P.M. Roll call showed the following present: Trustees Vince Coia, Hank T. Gibson, and Pat Artz; Fiscal Officer Gail Pittman; Department Heads Fire Chief Mark Kozak, Zoning Inspector/Liaison Jim DiPaola and Assistant Fiscal Officer Jon Summers. Audience members included Matt Dix, Heather Sweitzer and Matt Bright.

The purpose of the Emergency Session was to discuss and decide on the high repair estimates on fire vehicle #2414.

FIRE DEPARTMENT

Fire Chief Mark Kozak was present and reported the following:

Vehicle #2414 is the good vehicle and is the first out vehicle, the vehicle that goes out on every fire call. It has been the first out vehicle for the past 6 months. It is only 15 years old and should last for another 15 years if repaired and maintained properly. The incomplete estimate so far is \$18,000. Chief Kozak's opinion is it will be coming in closer to \$25,000 and will take about 3 weeks to complete.

Fiscal Officer Gail Pittman discussed how to fund the repairs. Initially she looked at using the Capital Projects Fund #4901. After discussion with Gary Alger of Alger & Associates, Inc., who performed the Township's 2013 audit, the Capital Projects Funds, to his knowledge, was used strictly for new buildings or renovations of existing buildings, additions or paving projects. He's never seen it used for vehicle purchases or repairs. His recommendation is to talk to the County Prosecutors Office about it. On further investigation of the actual initial resolution to set up the fund, it appears to not to have been properly set up because of the language used and the lack of clarity as to its purpose. It is possible that the Township needs to petition the court to transfer the Miscellaneous Capital Projects Fund back to the General Fund and then re-establish the capital projects fund with proper resolutions. So, the only option the Township has right now is to advance the money for the fire vehicle repairs from the General fund to the Fire Department fund and then have the Fire Department pay back the General fund later on.

RES #15-028 A motion by Hank Gibson, seconded by Vince Coia to approve the advancement of funds in the amount of \$25,000 from the General fund to the Fire fund. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

RES #15-029 A motion by Hank Gibson, seconded by Pat Artz to approve the purchase order in the amount of \$25,000 to Ohio Cat for the repairs on vehicle #2414 as recommended by Fire Chief Kozak. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

A motion by Hank Gibson, seconded by Pat Artz to move forward on getting an opinion from the Portage County Prosecutor on the proper use of Capital Fund, verifying it's set up properly and, if not, establishing the fund properly. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

Chief Kozak asked for a motion to respond to the City of Ravenna regarding the purchase of their ambulance.

A motion by Hank Gibson, seconded by Pat Artz to have Chief Kozak notify the City of Ravenna that the Township does not want to purchase the city's ambulance. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

Chief Kozak noted that inspections are needed on the ambulances and the tanker. There will also be an on site inspection of vehicle #2413.

Gail Pittman recommended that a thank you letter be drafted to the Village of Hiram updating them on the time line of the vehicle repair, asking for continued use of their vehicle and reiterating our thanks for their help in the loan of their vehicle. Jon Summers will draft the letter for the Trustees to sign at the next regular meeting on Tuesday.

AUDIENCE

There were no additional audience comments.

ADJOURNMENT

A motion by Hank Gibson, seconded by Vince Coia to adjourn the meeting at 12:57 p.m.
R/C: Mr. Coia, yes; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

ATTEST:

CHAIRMAN

TRUSTEE

FISCAL OFFICER

TRUSTEE