

RAVENNA TOWNSHIP BOARD OF TRUSTEES
MINUTES OF REGULAR MEETING OF SEPTEMBER 15, 2015

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 15, 2015. Trustee Hank Gibson called the meeting to order at 7:02 P.M. Roll call showed the following present: Trustees Hank Gibson, Pat Artz and Vince Coia; Fiscal Officer Gail Pittman; Department Heads Road Supervisor Darrell Stephens, Zoning Inspector/Liaison Jim DiPaola and Assistant Fiscal Officer Jon Summers. Fire Chief Mark Kozak was absent. Audience members were Chad Murdock, Diane Smith and Mark Smith

The motion by Vince Coia, seconded by Pat Artz to approve the minutes of the Regular Meeting of September 1, 2015. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

Hank Gibson announced the correspondence book was present and available for public viewing.

A motion by Vince Coia, seconded by Hank Gibson to approve payroll warrants for September 18, 2015 in the amount of \$31,774.67 and other warrants in the amount of \$60,507.11 with warrants over \$1,000.00 read aloud. R/C: Mr. Coia, yes; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

Financial reports were reviewed from the meeting of September 1, 2015 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.

Bids were opened for the Ravenna Township 2015 Resurfacing Project. The County Engineers estimated the project cost at \$194,800. The bid results came in as follows: Perrin Asphalt Co. \$179,424.00; Chagrin Valley Paving \$206,316.00; and Barbicas Paving \$228,744.00.

RES #15-147 A motion by Vince Coia, seconded by Hank Gibson to award the bid for the 2015 Resurfacing Project to Perrin Asphalt Co. under the condition that the bid is in order according to the Portage County Prosecutor. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

Mark Smith gave an update on their organization's planned Haunted Hood event and discussed their advertising efforts. The Trustees suggested they should participate in the Balloon A-Fair parade to increase the community's awareness of the event. Vince Coia is going to be present at the Balloon A-Fair and offered to let them leave flyers at his booth for anyone who wished to pick one up.

Pat Artz asked Chad Murdock about Grandview Memorial Park. It is being repossessed and wondered if the Township is going to be responsible for the cemetery. Chad said he would research the situation and respond to the Trustees.

OLD BUSINESS:
TRUSTEES

Hank Gibson noted that the ribbon cutting ceremony for the flag pole dedication on Sunday, September 6, 2015 was very nice.

FISCAL OFFICER

Fiscal Officer Gail Pittman was present and reported the following:

Financial reports have been distributed to the Trustees and department heads in Excel spreadsheets.

We have received a notice from the Board of Elections that the ballot language is on display for proofreading. Pat Artz said she would go down and do the proofreading.

The Ohio History Connection notified us that the Flagpole restoration project was awarded the 2015 State Historic Preservation Office Award. There will be a ceremony in Columbus on Saturday, October 24th at 11:30.

Anthem health insurance has sent an offer for our renewal time and Gail reviewed the highlights and compared it to the Medical Mutual offer. The insurance committee will need to meet before the next Trustees meeting to review and present any recommendations.

Based on the new salt prices and the average amount of salt usage over the last couple of years, the Township will be paying anywhere from \$14,000 to \$28,000 more for salt this year.

The Portage County Engineer's 2014 Annual Bridge Inspection Report has been received and is available for inspection in the administrative office. A copy was given to Darrell to review.

A motion by Hank Gibson, seconded by Vince Coia to accept the August bank reconciliation and August monthly reports as presented by the Fiscal Officer. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

DEPARTMENTAL REPORTS**ROAD DEPARTMENT**

Road Supervisor Darrell Stephens was present and reported the following:

The 2016 Issue II Round 30 application has been completed. We are just waiting on the engineer's certification before submitting the report.

The crack sealing is complete and the supply costs came in at just over \$5,000.00. Compared to the quoted job price of over \$39,000, we saved about \$34,000 doing it ourselves before factoring in the cost of labor.

The culvert pipe on Dawley Road is collapsing and needs replaced. It is 80 feet of 36" culvert pipe on Dawley Rd just west of Infirmary Rd. The cost will be \$2,528 for the pipe and we will need to shut the road down for a day. Darrell is planning to do it this coming Monday, September 21st. He will talk to the schools in the morning, and a press release will be sent to the newspaper and Sheriff's department.

Darrell was talking to the County regarding signs on Bryn Mawr and Foxwood. Somebody painted the center line of the road down to the dead end part of Bryn Mawr instead of curving it onto Foxwood. With the increased traffic from the construction at the intersection of State Routes 14 and 59, the County thinks there needs to be a stop sign now on Bryn Mawr so people understand that the cross traffic from Foxwood isn't stopping. There are only a couple of houses on the dead end section. Darrell wants to get the County's written request on this before proceeding with sign placement.

Darrell has passed his NIMS certification.

Vince asked Darrell to look into repairing the salt bin. The walls need shored up to prevent them from falling apart and all of the salt pouring out into the drive. Darrell said he will figure out what can be done to support the walls so that it lasts a few more years.

ZONING DEPARTMENT

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

The Board of Zoning Appeals will meet September 23, 2015 to hear a variance request from Ron's West Branch Bait and Tackle, 5353 St. Rt. 14, Ravenna, OH to reduce the rear setback to 17'8" from the required 35'. The owner

Jim met with Dacon Industries, 4839 Washington to discuss a possible expansion project. The meeting was also attended by Randy Robert, Portage County Building Inspector and Brad Ehrhart, Portage Development Board.

The high grass at 6126 Spring St. was cut by the Road Department. The cost will be added to the property taxes. Jim is awaiting actual cost information from Darrell.

Jim is still investigating numerous complaints.

LIAISON

Jim is continuing to work with Chief Kozak, Gail Pittman and Chad Murdock on negotiations with the Firefighters Union Local 4201.

He is working with Chief Kozak and the Portage County Water Resources on the proposed transmission water main from Infirmary Rd. and Dawley Rd. to Lakewood Rd.

The dog that bit a firefighter on an EMS call has been found to have all the proper vaccinations by the Portage County Dog Warden and no further action is required of the dog owner or the dog.

FIRE DEPARTMENT

Fire Chief Mark Kozak was absent. Jim handed out Chief Kozak's activity report:

Firefighter Sagaser came back from his leave of absence and Firefighter Sessions is requesting a leave of absence.

RES #15-148 A motion by Hank Gibson, seconded by Vince Coia to approve the leave of absence for firefighter Sessions for 6 months with the effective beginning date of October 1, 2015. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

RES #15-149 A motion by Hank Gibson, seconded by Vince Coia to approve the re-instatement from leave of absence for firefighter William Sagaser effective immediately. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

Tanker 2418 will be back from getting the graphics put on and will be ready for the Balloon A-Fair.

NEW BUSINESS **TRUSTEES**

RES #15-150 A motion by Hank Gibson, seconded by Vince Coia to cancel the contract with Cintas Corporation effective with the end of the contract period at December 5, 2015. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

FISCAL OFFICER

RES #15-151 A motion by Hank Gibson, seconded by Vince Coia to approve the following PO's and BC's:

- a. PO #190-2015 in the amount of \$500.00 to Wal-Mart for supplies from the Fire Fund.
- b. PO #191-2015 in the amount of \$1,000.00 to Warren Fire for fire extinguisher testing from the General, Fire, and Road Funds.
- c. PO #192-2015 in the amount of \$500.00 to Mutual of Omaha for life insurance from the Fire Fund.
- d. PO #193-2015 in the amount of \$8,000.00 to City of Ravenna for dispatch fees from the Fire Fund.
- e. PO #194-2015 in the amount of \$2,000.00 to Marlboro Supply for culvert pipes and other road materials from the Road Fund.

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

RES #15-152 A motion by Pat Artz, seconded by Vince Coia to approve the disposition of EMS accounts according to the recommendation of LifeForce on the supplemental report. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

Pursuant to R.C 121.22(g) Executive Session was requested to consult with the Attorney regarding Collective Bargaining Agreement negotiations and to discuss disciplinary issues of a current employee.

A motion by Hank Gibson, seconded by Vince Coia to suspend Regular session at 7:58 pm. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

A motion by Hank Gibson, seconded by Pat Artz to enter into Executive session at 7:58 pm. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

Roll call showed the following present: Trustees Vince Coia, Pat Artz, Hank T. Gibson, Fiscal Officer Gail Pittman, Chad Murdock, Jim DiPaola and Jon Summers.

A motion by Hank Gibson, seconded by Vince Coia to close Executive session at 8:33 pm. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

A motion by Hank Gibson, seconded by Vince Coia to re-enter into Regular session at 8:33 pm. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

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

The purpose of the Executive Session was to consult with the Attorney regarding Collective Bargaining Agreement negotiations and to discuss disciplinary issues of a current employee.

RES #15-153 A motion by Hank Gibson, seconded by Vince Coia to adopt the following resolution:

WHEREAS, Scott Wilson, is an employee of the Ravenna Township Fire Department and is required to adhere to specific standards of conduct as a condition of his continued employment with respect to attendance.

WHEREAS, Scott Wilson has failed to adhere to all of the above stated standards of conduct.

WHEREAS, Ravenna Township Fire Chief Kozak has taken the appropriate disciplinary measures in accordance with Township policies and procedures and, as a result, has recommended the immediate termination of Scott Wilson employment with the Ravenna Township Fire Department

RESOLVED, The Ravenna Township Board of Trustees, Scott Wilson’s employment with the Ravenna Township Fire Department is terminated effective immediately

RESOLVED: Further, Mr. Barker must make arrangements with Chief Kozak within 72 hours of his receipt of notification to return all Township property and remove his personal belongings from the Township.

Roll Call: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

AUDIENCE

No additional comments from the audience.

ADJOURNMENT

A motion by Hank Gibson, seconded by Vince Coia to adjourn the meeting at 8:37 p.m.
R/C: Mr. Coia, yes Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

ATTEST:

CHAIRMAN

TRUSTEE

FISCAL OFFICER

TRUSTEE