

RAVENNA TOWNSHIP BOARD OF TRUSTEES
MINUTES OF REGULAR MEETING OF SEPTEMBER 29, 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 29, 2015. Trustee Hank Gibson called the meeting to order at 7:01 P.M. Roll call showed the following present: Trustees Hank Gibson, Pat Artz and Vince Coia; Fiscal Officer Gail Pittman; Department Heads Zoning Inspector/Liaison Jim DiPaola and Assistant Fiscal Officer Jon Summers. Fire Chief Mark Kozak and Road Supervisor Darrell Stephens were absent. Audience members were Matthew Snowden, Frank Harmon, Roy McKinney-Davis, Chanel W. and Angelick W.

The motion by Vince Coia, seconded by Pat Artz to approve the minutes of the Regular Meeting of September 15, 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 Pat Artz to approve payroll warrants for October 2, 2015 in the amount of \$44,783.71 and other warrants in the amount of \$14,374.92 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 15, 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.

RES #15-154 A motion by Vince Coia, seconded by Pat Artz to hire Matthew Snowden as part-time Firefighter/Paramedic at the current rate per CBA of \$12.07/hour effective immediately. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

Hank Gibson swore in Firefighter/Paramedic Matthew Snowden.

AUDIENCE

Frank Harmon from Ohio Insurance Services Agency, Inc. presented a healthcare benefit proposal for the township and compared/contrasted it with the township's current plan.

Chanel discussed the Haunted Hood fund raiser. Hank Gibson advised that the township did not endorse and Pat Artz stated that the township can't endorse it. Hank Gibson said he wants to dispel the negative connotation of "Hood". Roy Davis agreed and Chanel explained how the "Haunted Hood" name came to be. Safety of the participants was discussed. Chanel said there was a designated course that the people will follow and actors would be accompanying every group. They are using the event as a fund raising opportunity for the agricultural business to improve the neighborhood. The event permit still needs to be obtained.

OLD BUSINESS:

TRUSTEES

The Perrin Asphalt bid for the 2015 Road Resurfacing Project was found to be in order and the request to proceed has been forwarded to the State by Darrell Stephens.

Chris Meduri has sent a memo regarding the Liquor License transfer hearing for East Park. He suggests no hearing be requested.

A motion by Hank Gibson, seconded by Vince Coia to withdraw the request for a hearing for the modification of LLC ownership for East Park's liquor license at 1363 E Main in Ravenna. R/C: Mr. Coia, yes; Mrs. Artz, abstain; and Mr. Gibson, yes. Motion Passed.

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.

After several meetings, the health insurance committee had no recommendation for the Trustees. A memo was distributed to the Trustees summarizing the meetings discussions.

Chad Murdock has made 2 inquiries to the Union's representatives for a negotiation meeting and has not yet received a date or time for such a meeting. He will continue to follow up with them and has no update.

DEPARTMENTAL REPORTS**ROAD DEPARTMENT**

Road Supervisor Darrell Stephens was present and reported the following:

Repairs are needed for the 2008 Chevy truck. Darrell requested a \$500.00 PO for the repairs from Lang's Automotive.

Brush pickup will end in a couple of weeks. A press release needs to be sent stating the final pickup dates will be October 12th and 13th. The press release also needs to discuss the leaf bag distribution to senior citizens.

Effective October 5th, the Road Crew will be back on the 8 hour/day, 5 days/week schedule.

A motion by Vince Coia, seconded by Hank Gibson to allow the road crews work week schedule to return to a 5 day/week, 7 am to 3:30 pm daily schedule. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

The Dawley Rd culverts were replaced in a single day and the salt shed has been repaired for the season.

ZONING DEPARTMENT

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

The Board of Zoning Appeals met on 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 variance was granted with no conditions.

A formal complaint was filed with the Portage County Health Department on the septic system being used at 6878 & 6882 Cleveland Road. This system may be an old chemical system and currently serves 1 house and 2 mobile homes. This system has leaked in the past and may be out of compliance with the code for septic systems.

Jim attended the Quarterly Zoning Inspectors meeting at Regional Planning. A presentation was given by the Portage County Health Department on the new septic system regulation in Portage County.

LIAISON

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

Planning for a JEDD signup meeting in October. Possible dates are October 22nd or October 29th.

The Township needs to replace the two crab apple trees that were removed from the east side of the flag pole. The City of Ravenna Shade Tree Commission would like to attend the next Trustees meeting to discuss the replacement of the trees. Jim is currently working to obtain price quotes from two sources. Pat Artz volunteered to plant the trees.

FIRE DEPARTMENT

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

We are still waiting to negotiate on the full time firefighter's contract.

The dispatch response procedures are being updated. Mark would like permission to explore alternate plans to the existing dispatch contract.

The new fire gear is washed and in service. They are washing the old gear and removing some of the old gear from service.

The next round of gear purchased with the grant money has been ordered. Mark will apply for a gear washer next.

CSX has awarded the Fire Department \$2,000 to upgrade emergency lighting.

We are still sorting and selling old surplus equipment.

Engine 2414 has had its lights updated with the grant money.

The Chief's car had bad corrosion in the undercarriage and fenders. Mark donated the supplies and had a friend from Hiram donate the labor to stop the corrosion and repaint.

RES #15-155 A motion by Vince Coia, seconded by Hank Gibson to accept donation of a Lucas 2 chest compression machine from University Health with a retail value over \$16,000 as per donation agreement drafted by University Health. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

NEW BUSINESS **TRUSTEES**

FISCAL OFFICER

RES #15-156 A motion by Hank Gibson, seconded by Vince Coia to approve the following PO's and BC's:

- a. PO #195-2015 in the amount of \$89,712.00 to Perrin Asphalt for 2015 Road Resurfacing Project from the Road Fund.
- b. PO #196-2015 in the amount of \$500.00 to Overhead Door Company for the emergency repair of the garage bay door from the General Fund..
- c. PO #197-2015 in the amount of \$500.00 to Lang's Automotive for repairs to the 2008 Chevy from the Road Fund.
- d. PO #198-2015 in the amount of \$9,072.00 to Warren Fire for 4 sets of Fire Gear from the FEMA grant funds and Fire Funds.

Safeco Insurance has requested the return of the funds we received from the first Crash Billing amounting to \$2,852.50. Their insured was not covered for this and they paid the claim in error. Chris Knapp has reviewed the case and concurs.

A motion by Hank Gibson, seconded by Vince Coia to authorize the return of the funds in the amount of \$2,852.50 to Safeco. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

ADJOURNMENT

A motion by Hank Gibson, seconded by Vince Coia to adjourn the meeting at 9:05 p.m. R/C: Mr. Coia, yes Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

ATTEST:

CHAIRMAN

TRUSTEE

FISCAL OFFICER

TRUSTEE