

RAVENNA TOWNSHIP BOARD OF TRUSTEES
MINUTES OF REGULAR MEETING OF OCTOBER 27, 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 October 27, 2015. Trustee Hank Gibson called the meeting to order at 7:06 P.M. Roll call showed the following present: Trustees Hank Gibson, Pat Artz and Vince Coia; Fiscal Officer Gail Pittman; Department Heads Fire Chief Mark Kozak, Zoning Inspector/Liaison Jim DiPaola, Road Supervisor Darrell Stephens and Assistant Fiscal Officer Jon Summers. Audience members were Chad Murdock, Lou Dudek, Sue Mottl, John Griffin, Zak Kupniewski and Michael Carnessali.

AUDIENCE

Lou Dudek, John Griffen and Sue Mottl from the Shade Tree Commission addressed the Board regarding the replacement of two trees that were removed during the flag pole renovation. Sue said there is still time this fall to put the trees in. She said the plan requires the trees to be 2" caliper Honey Locust and to be located downtown in front of the Phoenix building on North Chestnut. The city has offered to plant the trees at no charge. Jim DiPaola said he's been in contact with Yost Landscaping and can get the trees at \$168 per tree and the landscaper will plant them.

A motion by Vince Coia, seconded by Pat Artz to approve the minutes of the Regular Meeting of October 13, 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 30, 2015 in the amount of \$31,875.27 and other warrants in the amount of \$22,038.38 with warrants over \$1,000.00 read aloud. R/C: Mr. Coia, yes; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

Financial reports from the meeting of October 13, 2015 were reviewed 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.

OLD BUSINESS:

TRUSTEES

RES #15-171 A motion by Vince Coia, seconded by Pat Artz to vacate the lot on Garfield Rd as per previous discussions and request by resident Rosalba Heschelman back in March 2014. Vince Coia moved the adoption of the following resolution:

Whereas, Under Section 5553.045 of the Ohio Revised Code ("R.C") a board of township trustees may petition the board of county commissioners to vacate a township road or portion of a township road by passing a resolution that requests the vacation of the road or portion of a road, and that includes a description of the general route and termini of the road or portion of the road that is requested to be vacated.

Whereas, Under R.C. 5553.045(A), "road" means a road, or portion of a road, which is not used to calculate distributions of the auto registration distribution fund under R.C. 4501.04(E), and, thus, is not a road or portion of a road certified by the board of township trustees to the director of transportation in accordance with that division as mileage in the township used by and maintained for the public.

Whereas, the Ravenna Township Board of Trustees has determined that Garfield Road (T. H. 578) falls within the above referenced criteria contained in R.C. 5553.045.

Resolved, the Ravenna Township Board of Trustees hereby petition the Portage County Board

of Commissioners under R.C. 5553.045 to vacate Garfield Road (T.H. 578), whose route and termini is as follows: That portion of Garfield Road bounded on the West by the East right of way line of Henderson Street, bounded on the East by the Easterly line of the Cleveland Avenue Heights Subdivision, bounded on the North by the South line of Lot 107 in said subdivision, and bounded on the South by the North line of Lot 106 in said subdivision, as recorded in Plat Volume 4 Page 38 of the Portage County Record of Plats.

Resolved, that the Ravenna Township Board of Trustees hereby directs the Township Fiscal Officer to file a copy of this resolution with the Portage County Board of Commissioners and to certify another copy of this resolution to the Portage County Engineer.

Resolved, that the Ravenna Township Board of Trustees finds and determines that all formal actions of this Board concerning and relating to the adoption of this Resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in formal actions were in meeting open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Pat Artz seconded the motion, and the roll call was called on the question on its adoption, the vote was as follows; R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

RES #15-172 A motion by Vince Coia, seconded by Pat Artz to purchase two honey locust trees from Yost Landscaping & Nursery at their quoted price of \$168 per tree and have them planted ASAP. R/C: Mr. Coia, yes; Mrs. Artz, yes; 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.

DEPARTMENTAL REPORTS

ROAD DEPARTMENT

Road Supervisor Darrell Stephens was present and reported the following:

Darrel met with Perrin Asphalt and the County Engineer at a preconstruction meeting and Perrin found a small mistake in the list of needed materials. Darrell requested that we put in a PO for about \$5,000 to cover the overage. Perrin has begun the 2015 Road Resurfacing Project and should be done in a few days.

Rocky Wortman has put in his 2 weeks notification of resignation. We will need to advertise for a Road/Service Worker II position.

RES #15-173 A motion by Vince Coia, seconded by Hank Gibson to accept the resignation of Rocky Wortman with his effective last day worked as November 6, 2015. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

A motion by Vince Coia, seconded by Pat Artz to advertise in the Record Courier for Road/Service Worker II with a starting pay in the range of \$15-\$17. The ad should run from Sunday, November 1st through Tuesday November 3rd and the deadline for applications should be Monday, November 9th by the end of the workday. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

The City of Ravenna is sending their salt contract. We will need to sign and return it by December 7, 2015.

The trucks plows and spreaders are ready for the plowing season.

The garage doors at the township building on Cleveland Road need repaired. Darrell has a

quote of \$700.00 for the door repairs which includes a garage door opener for one of the doors.

A motion by Vince Coia, seconded by Hank Gibson to have the garage doors at the Cleveland Road building repaired by Bob Collins for the quoted price of \$700.00. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

Gail mentioned that at the September 15th meeting it was noted that grass was cut at 6126 Spring St and we needed to bill the resident and add this to their property tax. She asked Darrell whether the billing information was available yet. He said he'd get together with Jim and figure it out.

Pat said she received a call from Frank Polichena in which he requested we put up no parking signs at the Reserve of Breakneck. Vince Coia and Chief Kozak both said they've been monitoring that area and observed that there is not a heavy volume of vehicles parked there.

ZONING DEPARTMENT

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

The Board of Zoning Appeals met on October 14, 2015 to hear a variance request from Gerald Hafner for an accessory building to be larger than the zoning code permits and located in the front yard. The BZA denied the variance request and the property owner has subsequently been cited for being in violation of the zoning code and property maintenance code sections on junk and inoperative motor vehicles.

Jim requested that JoAnn McEwen be appointed to the Board of Zoning to replace Dorothy Griffiths who is vacating the position as of November 1, 2015.

RES #15-174 A motion by Pat Artz, seconded by Vince Coia to appoint JoAnn McEwen to the Board of Zoning for a term of 5 years starting on November 1, 2015. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

The Board of Zoning Appeals will meet on November 4, 2015 at 7 PM to hear a variance request by Circle K to leave a sign in the new right of way at their store on St. Rt. 14.

LIAISON

We've received another award for the flagpole from the State Preservation.

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

Jim and Chief Kozak will attend the preconstruction meeting on the new fire pumper on Friday, October 30, 2015 at Sutphen Corporation.

Jim attended the SERB conference on October 23, 2015 in Columbus. He found the conference very informative.

The Health Department will be holding a hearing at our office with the residents on Bryn Mawr and Seabury regarding failing septic systems in the neighborhood and sewer hook-ups.

Vince Coia asked Jim to look into the modular home on Summit Rd where the owner is deceased and has numerous vehicles parked.

FIRE DEPARTMENT

Fire Chief Mark Kozak was present and reported the following:

Mark requested an executive session at the end of the meeting to discuss union negotiations with Chad Murdock.

Still waiting on the next round of gear to arrive that was purchased with the grant money.

Light bars from the CSX grant are here, they still need to be installed.

Part time firefighter Steve Laskey has submitted his resignation effective November 4th.

RES #15-175 A motion by Hank Gibson, seconded by Vince Coia to accept the resignation of Steve Laskey effective November 4th, 2015. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

The signs to direct visitors around the building have been ordered. The emergency phone has been moved. The old phone did not work any longer, but the replacement works well.

Mark has gathered more old equipment to sell on GovDeals.com and requested a resolution to declare the equipment as surplus.

RES #15-176 A motion by Hank Gibson, seconded by Vince Coia to declare as surplus the old turn out gear, old EMS equipment and lights and an old heart monitor to be sold on GovDeals.com. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

The starting problem on squad 2412 has been addressed. It had a bad battery replaced which was under warranty and has new tires.

Saturday is UH Safety Day. Mark has stickers to hand out to the kids.

NEW BUSINESS

TRUSTEES

Hank Gibson talked about Charlie Clegg's business on Hill St and the problems the neighbors have been having with noise early in the morning. Jim noted that Charlie's business has been grandfathered in and that a business has to abide by noise restrictions between the hours of 11 PM and 6 AM. The complaints have been that he is noisy around 6:45 AM, so there isn't much that the Township would be able to do.

Vince Coia also reported a streetlight problem at Bridge and Jones Streets.

The Trustees reviewed a petition that was sent to the County Commissioners from the homeowners in the Chinn Allotment regarding public sewers. The Commissioners has referred them to the Water Resources Department for investigation and recommendation.

Pat has received two more complaints about Tom Hall and lawn maintenance.

FISCAL OFFICER

RES #15-177 A motion by Vince Coia, seconded by Pat Artz to approve the following PO's and BC's:

- a. PO #212-2015 in the amount of \$275.00 to Levinson's Uniforms for part time firefighter Bill Sagaser's uniform allowance per CBA from the Fire Fund.
- b. PO #213-2015 in the amount of \$500.00 to Dix Communications for a classified ad for employment from the Road Fund.
- c. PO #214-2015 in the amount of \$1,050.00 to Ohio Insurance Services for third party administrator services for the health insurance plan from the Road, Fire and General Funds.
- d. PO #215-2015 in the amount of \$5,000.00 to Perrin Asphalt Company for paving overages from the bid from the Road Fund.
- e. PO #216-2015 in the amount of \$700.00 to Bob Collins for garage door repairs at the Cleveland Rd. building from the Road Fund.

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

LifeForce forwarded a financial hardship application for consideration.

RES #15-178 A motion by Pat Artz, seconded by Hank Gibson to allow and write off the financial hardship application forwarded by LifeForce. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

RES #15-179 A motion by Pat Artz, seconded by Hank Gibson 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.

A motion by Hank Gibson, seconded by Vince Coia to suspend Regular session at 8:00 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 enter into Executive session at 8:01 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, Mark Kozak, Jim DiPaola and Jon Summers.

A motion by Hank Gibson, seconded by Vince Coia to close Executive session at 8:29 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 8:30 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, Mark Kozak Jim DiPaola and Jon Summers.

The purpose of the Executive Session was to consult with the Attorney regarding Collective Bargaining Agreement negotiations.

RES #15-180 A motion by Vince Coia, seconded by Hank Gibson to deduct the boot allowance given at the last meeting to Rocky Wortman from his next paycheck. It was too late to stop his current pay auto deposit when he notified the township of his resignation.

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 8:35 p.m. R/C: Mr. Coia, yes Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

ATTEST:

CHAIRMAN

TRUSTEE

FISCAL OFFICER

TRUSTEE