

RAVENNA TOWNSHIP BOARD OF TRUSTEES
MINUTES OF REGULAR MEETING OF NOVEMBER 10, 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 November 10, 2015. Trustee Hank Gibson called the meeting to order at 7:03 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, Road Supervisor Darrell Stephens and Assistant Fiscal Officer Jon Summers. Fire Chief Mark Kozak was absent. Audience members were Diane Smith from the Record-Courier and resident Gary Smith.

AUDIENCE

Gary Smith, a Hill Street resident, discussed his septic issues. He's had his system updated and is having an issue with the catch basin on his property. It appears to be plugged up. Darrell Stephens stated they've looked into that and it appeared that the flow line is higher than the catch basin; he thought the clogging must be in the swamp. Gary said he's not had problems with the flow line to the catch basin, even in last spring's flooding. The basin has just been clogging recently. Darrell said he would have the city come out and jet the line under the road.

A motion by Vince Coia, seconded by Pat Artz to approve the minutes of the Regular Meeting of October 27, 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 approve the minutes of the Special Meeting of November 5, 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 November 13, 2015 in the amount of \$47,812.95 and other warrants in the amount of \$11,357.80 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 27, 2015 were reviewed 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; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

OLD BUSINESS:

TRUSTEES

Notification was given to SERB on November 5, 2015 regarding our request to go to mediation. The neutral responded with a choice of several dates and November 30th has been requested by us. So far there has been no further response from SERB or the union.

Notification of the appeals process was given to the residents of the Bryn Mawr/Seabury neighborhood regarding their sewer issues. Pat Artz has set up a meeting for Monday at 7:00 pm at the Trustee's room to speak to the residents and allow them to share information and discuss options.

FISCAL OFFICER

Fiscal Officer Gail Pittman was present and reported the following:

Financial reports will be distributed to the Trustees and department heads in Excel spreadsheets.

RES #15-182 A motion by Vince Coia, seconded by Hank Gibson to approve and accept the contract with Ohio Insurance to do our third-party administration for Cobra and HRA plans. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

RES #15-183 A motion by Vince Coia, seconded by Hank Gibson to approve and accept the agreement to partner in the Salt Consortium with the City of Ravenna. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

RES #15-184 A motion by Vince Coia, seconded by Pat Artz to adopt the following resolution certifying to the Portage County Auditor the costs for removing a structure located at **3280 St. Rt. 59**, in the Township of Ravenna with Parcel # **29-343-00-00-006-000** that were incurred by the Portage County Land Reutilization Corporation acting pursuant to an agreement with Ravenna Township for action taken by Ravenna Township's under R.C. 505.86.

Whereas, Under Section 505.86 of the Ohio Revised Code a board of township trustees may provide for the removal, repair, or securance of buildings or structures that have been declared insecure, unsafe, or structurally defective or are unfit for human habitation.

Whereas, the Ravenna Township Board of Trustees ("Township") has entered into an agreement with the Portage County Land Reutilization Corporation whereby the Portage County Land Reutilization Corporation, subsequent to the Township passing a resolution for removal under R.C. 505.86, would facilitate the removal of the structure(s) located at **3280 St. Rt. 59** in Ravenna Township with Parcel # **29-343-00-00-006-000**, and with the subject structure(s) having now been removed.

Resolved, that the Board hereby reports to the county auditor that the Portage County Land Reutilization Corporation, using monies available to it, and pursuant to agreement with the Township has facilitated the removal of the structure located upon the above referenced real property, as previously determined by the Township.

Resolved, that the Township now certifies the amount of **\$ 13,380.61** to the county auditor, which are the costs of removal for the structure located at **3280 St. Rt. 59** in Ravenna Township with Parcel # **29-343-00-00-006-000**, and that were incurred by the Portage County Land Reutilization Corporation and paid for by the Portage County Land Reutilization Corporation using monies available to it.

Resolved, that the above costs be placed upon the tax duplicate as a lien upon the land from and after the date of entry, with a notation being placed upon the tax list and duplicate showing the amount of the lien ascribed specifically and payable to the Portage County Land Reutilization Corporation in accordance with its agreement with the Township.

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

RES #15-185 A motion by Vince Coia, seconded by Pat Artz to adopt the following resolution certifying to the Portage County Auditor the costs for removing a structure located at **4227 Hayes Rd**, in the Township of Ravenna with Parcel # **29-364-14-00-125-000** that were incurred by the Portage County Land Reutilization Corporation acting pursuant to an agreement with Ravenna Township for action taken by Ravenna Township's under R.C. 505.86.

Whereas, Under Section 505.86 of the Ohio Revised Code a board of township trustees may provide for the removal, repair, or securance of buildings or structures that have been declared insecure, unsafe, or structurally defective or are unfit for human habitation.

Whereas, the Ravenna Township Board of Trustees (“Township”) has entered into an agreement with the Portage County Land Reutilization Corporation whereby the Portage County Land Reutilization Corporation, subsequent to the Township passing a resolution for removal under R.C. 505.86, would facilitate the removal of the structure(s) located at **4227 Hayes Rd** in Ravenna Township with Parcel # **29-364-14-00-125-000**, and with the subject structure(s) having now been removed.

Resolved, that the Board hereby reports to the county auditor that the Portage County Land Reutilization Corporation, using monies available to it, and pursuant to agreement with the Township has facilitated the removal of the structure located upon the above referenced real property, as previously determined by the Township.

Resolved, that the Township now certifies the amount of **\$ 9,330.77** to the county auditor, which are the costs of removal for the structure located at **4227 Hayes Rd** in Ravenna Township with Parcel # **29-364-14-00-125-000**, and that were incurred by the Portage County Land Reutilization Corporation and paid for by the Portage County Land Reutilization Corporation using monies available to it.

Resolved, that the above costs be placed upon the tax duplicate as a lien upon the land from and after the date of entry, with a notation being placed upon the tax list and duplicate showing the amount of the lien ascribed specifically and payable to the Portage County Land Reutilization Corporation in accordance with its agreement with the Township.

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

RES #15-186 A motion by Vince Coia, seconded by Pat Artz to adopt the following resolution certifying to the Portage County Auditor the costs for removing a structure located at **4370 Court St**, in the Township of Ravenna with Parcel # **29-364-13-00-211-001** that were incurred by the Portage County Land Reutilization Corporation acting pursuant to an agreement with Ravenna Township for action taken by Ravenna Township’s under R.C. 505.86.

Whereas, Under Section 505.86 of the Ohio Revised Code a board of township trustees may provide for the removal, repair, or securance of buildings or structures that have been declared insecure, unsafe, or structurally defective or are unfit for human habitation.

Whereas, the Ravenna Township Board of Trustees (“Township”) has entered into an agreement with the Portage County Land Reutilization Corporation whereby the Portage County Land Reutilization Corporation, subsequent to the Township passing a resolution for removal under R.C. 505.86, would facilitate the removal of the structure(s) located at **4370 Court St** in Ravenna Township with Parcel # **29-364-13-00-211-001**, and with the subject structure(s) having now been removed.

Resolved, that the Board hereby reports to the county auditor that the Portage County Land Reutilization Corporation, using monies available to it, and pursuant to agreement with the Township has facilitated the removal of the structure located upon the above referenced real property, as previously determined by the Township.

Resolved, that the Township now certifies the amount of **\$ 7,710.61** to the county auditor, which are the costs of removal for the structure located at **4370 Court St** in Ravenna

Township with Parcel # **29-364-13-00-211-001**, and that were incurred by the Portage County Land Reutilization Corporation and paid for by the Portage County Land Reutilization Corporation using monies available to it.

Resolved, that the above costs be placed upon the tax duplicate as a lien upon the land from and after the date of entry, with a notation being placed upon the tax list and duplicate showing the amount of the lien ascribed specifically and payable to the Portage County Land Reutilization Corporation in accordance with its agreement with the Township.

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:

We've received nine (9) applications for the open road worker position. Darrell will get together with Vince and narrow down the candidates. A list of the candidates was presented to the Trustees and their qualifications were briefly discussed.

Perrin Asphalt has finished paving and will be striping the roads. There were no over runs on the asphalt. It was noted that Perrin Asphalt did a good job with this paving project.

We'll need a PO for Ravenna Oil for \$659.00 for a drum of oil to be split with the Fire Department.

Darrell requested that the Road Department be able to work Veterans Day and use the paid holiday for the day after Thanksgiving.

RES #15-187 A motion by Vince Coia, seconded by Hank Gibson to allow the Road Department to work Veterans Day and use the holiday on the Friday after Thanksgiving. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

ZONING DEPARTMENT

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

The Board of Zoning Appeals met on November 4, 2015 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. The variance request was granted and the court case is closed.

Jim is currently reviewing the Zoning Code definitions and various sections against recent updates by other Townships to see if we are current with zoning regulations.

The property at 5328 Creekview Drive has been checked several times and found only 1 or 2 vehicles parked on the road. Chief Kozak has also checked Creekview Drive. There hasn't been a problem witnessed by Jim, Mark or Vince.

LIAISON

Jim is continuing to work on Fire Union negotiations. Chad Murdock is working with the SERB appointed neutral to set a date for the hearing.

Jim attended the preconstruction meeting on Friday, October 30, 2015 at Sutphen Corporation with Chief Kozak and Ken Blubaugh. The entire pumper specifications were reviewed and necessary changes made. The change order was signed by Trustee Gibson and the building of the body will begin as scheduled. The next factory visit will be when the chassis arrives from

Freightliner Corporation. Tentative delivery is February or March. A more specific delivery date will be available once the construction of the body progresses.

Jim is reviewing the data presented at the meeting between the Bryn Mawr and Seabury Drive residents and the Portage County Health Department. A list of which systems passed and failed has been requested from the Portage County Health Department. Vince recommended referring beneficial information to the residents of the Chinn Development.

Vince Coia asked Jim if the replacement trees for the center of town were planted yet. Jim said Gary Yost had come in today asking where they needed placed and Jim gave him Kelly's phone number. Pat Artz said we need to write a thank you letter to Gary.

FIRE DEPARTMENT

Fire Chief Mark Kozak was absent and Jim DiPaola reported the following:

One of the light bars from the CSX grant has been installed on the Chief's car. The other will be installed soon on the new pickup.

Squad 2411 is at Klaben and hopefully will be back in about a week.

Squad 2412 has a diesel leak and will be sent out after 2411 returns.

New batteries were installed in Utility truck #2417.

NEW BUSINESS

TRUSTEES

Vince Coia attended the 90th anniversary luncheon for the Rotary and represented the Township at the function.

FISCAL OFFICER

RES #15-188 A motion by Hank Gibson, seconded by Vince Coia to approve the following PO's and BC's:

- a. PO #217-2015 in the amount of \$800.00 to Ohio Insurance for third-party administration fees for Cobra and HRA from the general fund.
- b. PO #221-2015 in the amount of \$684.00 to Ravenna Oil for a drum of oil from the Fire and Road Funds.
- c. PO #222-2015 in the amount of \$300.00 to Physio Control Corporation for a cable to repair the heart monitor from the Fire Fund.
- d. PO #223-2015 in the amount of \$1,000.00 to Staples for office supplies from the General Fund.
- e. PO #224-2015 in the amount of \$2,000.00 to SERB for fact finding fees from the General Fund.

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

A letter from the Board of Elections was received saying the deadline to have issues placed on the March 15, 2016 primary ballot is December 16, 2015 and 4:00 pm. The Trustees declined to place any issues on the ballot at this time.

RES #15-189 A motion by Hank Gibson, seconded by Vince Coia to adopt the following resolution :

WHEREAS, Ravenna Township has a need to acquire capital assets such as building improvements, major roof repairs, storage sheds and the like for the Spring St and Cleveland Rd facilities over the next 10 years.

WHEREAS, Ravenna Township also has a need to acquire equipment and vehicles such as fire trucks, ambulances, road plow trucks and road maintenance equipment.

WHEREAS, Ravenna Township desires to accumulate resources for the purpose of acquisition, construction, or improvement of fixed assets including motor vehicles.

RESOLVED, Ravenna Township hereby establishes the Misc. Capital Projects Fund for this purpose

RESOLVED: Ravenna Township will transfer \$525,000.00 from the General Fund to this Misc. Capital Projects Fund for these purposes.

RESOLVED: Ravenna Township will replenish this Misc. Capital Projects Fund from time to time as the resources are used for the established purposes or additional resources are deemed necessary.

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

RES #15-190 A motion by Hank Gibson, seconded by Vince Coia to authorize transfer of funds from the General Fund #1000 to Misc. Capital Projects Fund #4901 in the amount of \$525,000. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

RES #15-191 A motion by Vince Coia, seconded by Hank Gibson to change the Revenue Budget for 2015 for funds as follows:

#4901 Misc. Capital Projects Fund from \$0.00 to \$525,000.00

#2901 Special Project FEMA grant from \$131,000.00 to \$123,620.00

#2011 MVL Tax Road fund from \$55,000.00 to \$73,000.00. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

RES #15-192 A motion by Vince Coia, seconded by Hank Gibson to change the Appropriations Budget for 2015 for Fund #2021 Gasoline Tax from \$150,000.00 to \$130,000.00. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

RES #15-193 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, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

RES #15-194 A motion by Pat Artz, seconded by Hank Gibson to approve and accept a 3 year contract with Time Warner for internet service as recommended by CTMS. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

CareWorks has sent a copy of the Workers Comp quarterly loss report.

Pursuant to R.C 121.22(g) Executive Session was requested to discuss Collective Bargaining Agreement negotiations.

A motion by Vince Coia, seconded by Hank Gibson to suspend Regular session at 8:10 pm. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

A motion by Vince Coia, seconded by Hank Gibson to enter into Executive session at 8:10 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.

A motion by Vince Coia, seconded by Hank Gibson to close Executive session at 8:40 pm. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

A motion by Vince Coia, seconded by Hank Gibson to re-enter into Regular session at 8:40 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.

ADJOURNMENT

A motion by Vince Coia, seconded by Hank Gibson to adjourn the meeting at 8:40 p.m. R/C: Mr. Coia, yes Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

ATTEST:

CHAIRMAN

TRUSTEE

FISCAL OFFICER

TRUSTEE