

**RAVENNA TOWNSHIP BOARD OF TRUSTEES
MINUTES OF REGULAR MEETING OF DECEMBER 8, 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 December 8, 2015. Trustee Hank Gibson called the meeting to order at 7:00 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, Road Supervisor Darrell Stephens and Zoning Inspector/Liaison Jim DiPaola. Assistant Fiscal Officer Jon Summers was absent. Audience member was Diane Smith from the Record-Courier.

A motion by Vince Coia, seconded by Pat Artz to approve the minutes of the Regular Meeting of November 24, 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.

Pat Artz and the other Trustees thanked Diane Smith for the nice articles in the newspaper this week.

A motion by Hank Gibson, seconded by Vince Coia to approve payroll warrants for December 11, 2015 in the amount of \$39,869.09 and other warrants in the amount of \$110,878.44 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 November 24, 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

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 upon Jon's return from bereavement. Meanwhile, a fund status report is included for review and discussion.

DEPARTMENTAL REPORTS

ROAD DEPARTMENT

Road Supervisor Darrell Stephens was present and reported the following:

The final bill for the Issue II project came in from Perrin Asphalt. It came in \$13,950.00 less than budgeted, \$17,900 under their bid and \$29,876 under the Engineer's bid specs.

Darrell recommended hiring Terry Coontz for the open Road Service Worker II position at a starting pay of \$15.00/hour with a raise after his probationary period.

RES #15-204 A motion by Vince Coia, seconded by Hank Gibson to hire Terry Coontz as a Road Service Worker II, pending a clean drug test and driving record, with an effective start date December 21, 2015 or earlier and with a starting wage of \$15.00/hr. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

Darrell has received prices from Loftin/Fabet for dumpsters to clean up the road right of way in the McElrath neighborhood. It will cost about \$1,000 as long as it isn't overweight. Hank Gibson stressed the need to remove the dilapidated structures in McElrath and asked Jim DiPaola to start the process to remove the Bo Davis house.

A motion by Vince Coia, seconded by Hank Gibson to get the dumpsters from Loftin/Fabet to clean up McElrath and get rid of the storage tank. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

Ray Taylor has taken and passed the NIMS test.

The City of Ravenna has requested information related to the Salt Purchasing Consortium agreement. The request was forwarded to Fiscal Officer Pittman.

ZONING DEPARTMENT

Zoning Inspector/Liaison Jim DiPaola was absent and Pat Artz reported the following:

The property owner at 3727 Hopkinson has cleaned up some of the trash on the property. The remaining trash and junk may be located on the Township's unimproved portion of Garfield Street.

Jim requested a resolution to forward a couple of zoning violations to the prosecutor. The property owners, Gerald Hafner and Randy Johnson, failed to correct the violations in the time specified.

RES #15-205 A motion by Hank Gibson, seconded by Vince Coia to send zoning violation 2015VIO10, 7635 Cooley Road, Ravenna, OH 44266, parcel # 29-109-00-00-011-001 to the Portage County Prosecutor for enforcement. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

RES #15-206 A motion by Hank Gibson, seconded by Vince Coia to send zoning violation 2015VIO15, 3291 Rose, Ravenna, OH 44266, parcel # 29-344-10-00-012-000 to the Portage County Prosecutor for enforcement. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

The property owner of 3886, Ms. Lynn Lombardi, contacted the Zoning office and stated she will work on getting the violation corrected by the deadline of December 12, 2015. It was stated to Ms. Lombardi how displeased the Township is with how her property is allowed to be kept.

LIAISON

Jim is continuing to work on Fire Union negotiations.

FIRE DEPARTMENT

Fire Chief Mark Kozak was present and reported the following:

The gear washer has been ordered.

We still have several people needing to get NIMS certified by the end of the year so Mark can close out the FEMA grant.

Mark requested a motion to hire a new part time firefighter.

RES #15-207 A motion by Hank Gibson, seconded by Vince Coia to hire Michael Welch as part-time Firefighter/EMT at the current rate per CBA of \$10.50/hour effective December 14, 2015

conditional upon his passing of the usual physical and drug testing. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

Surplus equipment is currently selling on GovDeals.

Squad #2411 is back from Klaben. #2412 is at Lang's Automotive with a diesel leak.

NEW BUSINESS

TRUSTEES

RES #15-208 A motion by Vince Coia, seconded by Hank Gibson to approve and adopt the Regular Meeting dates in 2016 as noted on the enclosed calendar. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

RES #15-209 A motion by Vince Coia, seconded by Hank Gibson to move the Regular Meeting scheduled at 7:00 pm on 12/21/15 to the same date but at 10:00 am, to hold a Special Meeting on 12/29/15 at noon to approve payments for year end, and to reschedule the Records Commission Meeting for 12/29/15 at 12:30 pm. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

FISCAL OFFICER

RES #15-210 A motion by Hank Gibson, seconded by Vince Coia to approve the following PO's and BC's:

- a. Then & Now PO #233-2015 in the amount of \$1,711.61 to Klaben Ford for the overage on the new motor versus the rebuilt motor from the Fire Fund.
- b. PO #234-2015 in the amount of \$700.00 to Wright Heating & Cooling for heater service in the lower bays from the General Fund.

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

RES #15-211 A motion by Hank Gibson, seconded by Vince Coia to change the Revenue Budget for 2015 for funds as follows:

#2021 Gasoline tax from \$107,000.00 to \$90,000.00, a reduction of \$17,000.00

#2181 Zoning Fund from \$45,000.00 to \$44,400.00 a reduction of \$600.00.

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

RES #15-212 A motion by Hank Gibson, seconded by Vince Coia to change the Appropriation Budget for 2015 for fund #4401 from \$89,712.00 to \$80,762.00, a reduction of \$8,950.00. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

RES #15-213 A motion by Hank Gibson, seconded by Vince Coia to approve and accept the financial reports from the month of October and October bank reconciliation, reports were found to be in good order with special note that the terms of the mortgage receivable from Portage Housing II are not altered as a result of the interest receipt included in the reconciliation of October.

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

RES #15-214 A motion by Vince Coia, seconded by Hank Gibson to approve a PO in the amount of \$1,000.00 to Loftin/Fabet for dumpsters to clean up the McElrath neighborhood. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

AUDIENCE

There were no additional comments from the audience.

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

A motion by Hank Gibson, seconded by Vince Coia to suspend Regular session at 8:02 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 8:02 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 Chad Murdock.

A motion by Hank Gibson, seconded by Vince Coia to close Executive session at 9:07 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 9:07 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 Mark Kozak.

The purpose of the Executive Session was to discuss Collective Bargaining Agreement negotiations.

RES #15-215 A motion by Vince Coia, seconded by Hank Gibson to modify the HRA effective January 1, 2016 and make \$600.00 available to each employee enrolled in the Township health insurance plan as a reimbursement on the last \$600.00 of their deductible for either the individual or family plans for 2016 (not both); not to be used for co-pay's, co-insurance, or dental or vision deductible. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

A motion by Hank Gibson, seconded by Vince Coia to authorize the attorney to move to the next phase of negotiations pending the outcome of the final offer. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

Pat Artz will be gone for the holidays from December 19th through December 26th. Hank will be gone from December 22nd through December 26th.

ADJOURNMENT

A motion by Vince Coia, seconded by Hank Gibson to adjourn the meeting at 9:20 p.m. R/C: Mr. Coia, yes Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

ATTEST:

CHAIRMAN

TRUSTEE

FISCAL OFFICER

TRUSTEE