

RAVENNA TOWNSHIP BOARD OF TRUSTEES
MINUTES OF REGULAR MEETING OF FEBRUARY 2, 2016

The Ravenna Township Board of Trustees met in Regular Session at the Ravenna Township Trustee's Meeting Room, 6115 Spring Street, Ravenna, Ohio, on February 2, 2016. Trustee Vince Coia called the meeting to order at 7:02 P.M. Roll call showed the following present: Trustees Vince Coia, Hank Gibson and Pat Artz; Fiscal Officer Gail Pittman; Department Heads Fire Chief Mark Kozak, Zoning Inspector/Liaison Jim DiPaola and Assistant Fiscal Officer Jon Summers. Road Superintendent Darrell Stephens was absent. Audience member was Diane Smith.

A motion by Hank Gibson, seconded by Pat Artz to approve the minutes of the Regular Meeting of January 19, 2016. R/C: Mr. Coia, abstain; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

Trustee Vince Coia announced the correspondence book was present and available for public viewing.

A motion by Hank Gibson, seconded by Vince Coia to approve payroll warrants for February 5, 2016 in the amount of \$43,489.72 and other warrants in the amount of \$12,061.06 with warrants over \$1,000.00 being read aloud. R/C: Mr. Coia, yes; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

Financial reports from the meeting of January 19, 2016 were reviewed and found to be in good order. A motion by Hank Gibson, seconded by Pat Artz to accept the financial reports as presented. R/C: Mr. Coia, abstain; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

OLD BUSINESS:
TRUSTEES

A motion by Vince Coia, seconded by Pat Artz to accept and approve the NeoShred and Universal Disposal quotes set up for April 30, 2016 for the spring clean-up and the community shred day. NeoShred will be \$350.00 and Universal Disposal will be \$950.00 per load. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

Vince Coia had a meeting on January 25, 2016 with the Health Department, the Solid Waste Department, Rev. Kendrick and Mary Caples regarding the illegal dumping in the McElrath neighborhood. They discussed looking for grants to pay for dumpsters, enforcement for the illegal dumping and finding a group to run the ball fields. There will be a follow up meeting in 30 days. Hank Gibson will try to get convicts to serve their community service time by helping in the cleanup efforts.

FISCAL OFFICER

Fiscal Officer Gail Pittman was present and reported the following:

RES #16-008 A motion by Vince Coia, seconded by Hank Gibson to approve and accept the revenue budget changes from the County Auditor as noted in Amendment 1 of the amended certificate of estimated resources. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

RES #16-009 A motion by Vince Coia, seconded by Hank Gibson to approve and accept permanent appropriations as follows:

Fund Number	Fund Name	Amount
1000	General Fund	\$ 1,120,000.00
2011	Motor Vehicle License Tax	\$ 104,000.00
2021	Gasoline Tax	\$ 120,000.00
2031	Road and Bridge	\$ 515,000.00
2111	Fire Department	\$ 1,105,000.00
2112	Fire MVL	\$ 62.72
2181	Zoning	\$ 80,000.00
2281	Ambulance and Emergency	\$ 278,000.00
2401	Special Assessment PMHA	\$ 370.00
2402	Special Assessment Pine	\$ 1,100.00
2403	Special Assessment Forest	\$ 3,300.00
2404	Special Assessment Forest 3& 4	\$ 2,000.00
2405	Special Assessment Breakneck Creek	\$ 1,500.00
2901	Misc Special Revenue	\$ 0.00
4401	Public Works	\$ 95,000.00
4901	Misc Capital Projects	\$ 500,000.00
9002	Fire Loss Fund	\$ 0.00
9751	Private Purpose Trust	\$ 12.00
TOTAL		\$ 3,925,344.72

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

RES #16-010 A motion by Vince Coia, seconded by Hank Gibson to approve the transfer of \$2,500.00 on Warrant #17620 from the primary checking account to the OPEC Funding account to be kept on deposit to pay HRA Claims. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

RES #16-011 A motion by Vince Coia, seconded by Hank Gibson to approve and accept OPEC Funding Plan Document Amendments as prepared by Ohio Insurance with new funding arrangements at 01.01.2016. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

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

DEPARTMENTAL REPORTS

ROAD DEPARTMENT

Road Supervisor Darrell Stephens was absent and Vince Coia reported the following:

We have received a copy of the Portage County Board of Commissioners' resolution to reduce the load limits on all county and township roads by 35% effective January 31, 2016 through May 1, 2016.

The salt bin has been topped off.

The road crew has been prepping for spring since the snow removal has been minimal.

ZONING DEPARTMENT

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

The Garfield Road vacation paperwork has been filed with the Portage County Recorder and the Auditor. The project is now complete.

Jim attended the Portage County Health Department meeting regarding the illegal dumping and cleanup of the vacant properties in the McElrath community. Jim noted that there are block grants available from the EPA on getting cameras for monitoring the dump sites, but the deadline for applying for them has passed for this year.

Jim attended a meeting with Todd Peetz from Regional Planning and Brad Cromes from the County Treasurer to discuss foreclosures and grants available for cleaning up properties within the Township. Also noted was that Sheri Meduri has been indicted in Virginia for felony fraud.

Jim has received a phone call from Todd Waldo of Giant Eagle stating that the GetGo project at Cotton Corners is still on and the placement of the "Available" sign was a mistake.

We've received an estimate from Bob Helmling of \$400.00 to cap the water and sewer lines at 3869 Richardson. That was a Township ordered demolition under ORC 505.86 in 2005 handled by Winters Excavating. Winters Excavating failed to obtain the necessary permits and inspections and so the lines were not properly capped and sewer and water charges have been accruing since 2005. Water bill is \$308.98 and sewer is \$7,252.30. An email received from Assistant Prosecutor Chris Meduri states the Township is not liable for the delinquent sewer and water charges.

RES #16-012 A motion by Pat Artz, seconded by Vince Coia to have Bob Helmling cap the water and sewer lines at 3869 Richardson for the quoted price of \$400.00. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

The Zoning Commission will meet February 17, 2016 at 7 PM to discuss changes to the zoning code regarding metal containers being used as accessory buildings.

LIAISON

Captain Phil Anders has filed to go to arbitration with his grievance. Both sides will need to meet to pick an arbitrator.

FIRE DEPARTMENT

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

Executive session was requested to discuss the contract negotiations.

Air mask fit testing has been completed and the new masks are in.

The FireHouse Subs Grant is waiting on the equipment to arrive.

We are waiting to see if the OTARMA MORE Grant will be offered in 2016. If so, Mark will work with the Road Dept. to get a commercial power washer.

Mark will be interviewing a few more firefighter candidates this month.

Dan Coughlin submitted a resignation letter.

RES #16-013 A motion by Hank Gibson, seconded by Vince Coia to accept Firefighter Dan Coughlin's letter of resignation effective January 28, 2016. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

Paul McClintock has requested a 6 months leave of absence.

RES #16-014 A motion by Hank Gibson, seconded by Vince Coia to grant Firefighter Paul McClintock a 6 month's Leave of Absence effective February 1, 2016. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

Mark inquired as to when the Trustees would like to schedule the State of the Fire Department discussion. It was agreed that it should be put on the agenda for the meeting on February 19, 2016.

The thermal imaging camera should be back on Thursday or Friday of this week.

Engine 2414 is having mechanical problems again and it won't go into pump gear. It has been sent to Ohio CAT. We are currently using just the tanker truck and are using mutual aid as needed.

NEW BUSINESS

TRUSTEES

RES #16-015 A motion by Vince Coia, seconded by Pat Artz to approve and accept changes to the 2015 Certified Road Mileage as provided by the Portage County Engineer. It is an increase of .530 miles from 26.456 to 26.986 miles. R/C: Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

The Board of Elections has indicated that gallery proofs of ballots are currently on display at their office. The Township does not have any levies on the ballot for proofing.

FISCAL OFFICER

RES #16-016 A motion by Vince Coia, seconded by Hank Gibson to approve the following PO's and BC's:

- a. PO #86-2016 in the amount of \$800.00 to Finley Fire Equipment for replacement air masks from the Fire/EMS Fund.
- b. PO #87-2016 in the amount of \$2,195.00 to Fire Safety Services for purchase of fan with Wal Mart grant funds from the Fire Fund.
- c. PO #88-2016 in the amount of \$600.00 to D&M Distributors Inc. for the purchase of a traffic light emitter for the new Fire Engine from the Fire Fund.
- d. PO #89-2016 in the amount of \$1,500.00 to Ohio CAT for repairs to the pumper from the Fire Fund.
- e. PO #90-2016 in the amount of \$400.00 to Robert Helmling to cap the sewer and water at 3896 Richardson from the General Fund.
- f. PO #91-2016 in the amount of \$150.00 to Nextel Communications for cell phone service for the Zoning Inspector from the Zoning Fund.
- g. PO #92-2016 in the amount of \$350.00 to NeoShred for Community Shred Day from the General Fund.
- h. PO #93-2016 in the amount of \$22,000.00 to Universal Disposal for Spring Clean-up dumping fees from the General fund.
- i. PO #94-2016 in the amount of \$607.72 to Buckeye Power Sales for the building generator maintenance from the General Fund.

j. PO #95-2016 in the amount of \$608.36 to OPEC for a Road Dept. employee's 2015 HRA claim from the Road Fund.

k. PO #96-2016 in the amount of \$280.00 to OPEC for monthly administration fees on the OPEC funding plan from the General Fund.

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

RES #16-017 A motion by Vince Coia, seconded by Hank Gibson to approve and accept the disposition of EMS accounts to the Attorney General according on 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 discuss Collective Bargaining Agreement negotiations.

A motion by Vince Coia, seconded by Hank Gibson to suspend Regular session at 7:53 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 7:56 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 and Hank Gibson, Fiscal Officer Gail Pittman, Jim DiPaola, Mark Kozak and Jon Summers.

A motion by Vince Coia, seconded by Hank Gibson to close Executive session at 8:23 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 re-enter into Regular session at 8:23 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 and Hank Gibson, Fiscal Officer Gail Pittman, Jim DiPaola, Mark Kozak and Jon Summers.

The purpose of the Executive Session was to discuss Collective Bargaining Agreement negotiations. No Action was taken.

AUDIENCE

ADJOURNMENT

A motion by Vince Coia, seconded by Hank Gibson to adjourn the meeting at 8:27 pm. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

ATTEST:

CHAIRMAN

TRUSTEE

FISCAL OFFICER

TRUSTEE