

RAVENNA TOWNSHIP BOARD OF TRUSTEES
MINUTES OF REGULAR MEETING OF FEBRUARY 16, 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 16, 2016. Trustee Vince Coia called the meeting to order at 7:04 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.

A motion by Pat Artz, seconded by Hank Gibson to approve the minutes of the Regular Meeting of February 2, 2016. R/C: Mr. Coia, yes; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

Vince Coia 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 February 19, 2016 in the amount of \$35,219.62 and other warrants in the amount of \$14,127.43 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 February 2, 2016 were reviewed and found to be in good order. A motion by Vince Coia, seconded by Hank Gibson to approve and accept the financial reports as presented. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

OLD BUSINESS:
TRUSTEES

Vince Coia asked Jim DiPaola whether he'd had a chance to inspect 4931 Highland yet. Jim had not, but will be doing so shortly.

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.

Gail said that the cash available for fire funds to last through the 1st tax funding is about \$190,000 so the Township should be OK to meet expenditures that are planned without having to do any advances or transfers. Hank reminded everyone that even though we'll be ok for normal expenditures, the budget is still tight.

DEPARTMENTAL REPORTS

ROAD DEPARTMENT

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

With Darrell being out, the Road Crew is doing well operating short-handed. They've got the Township roads cleaned very well after the big storm. Vince noted the gutter on the backside of the building is down and needs fixed.

Vince said he'd received a quote for about \$1,000 for a commercial power washer from Sherwin Williams.

The road crew has used 168 tons of salt before this latest storm, which is about 2/3^{rds} of the open purchase order. Another PO will be needed to cover the salt used in the latest storm and to replenish the supply.

ZONING DEPARTMENT

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

Jim noted the problem we had this morning getting the Township lot cleared after the big snow. The road crew, being short-handed, had their hands full clearing the roads. After clearing it with Ray, we had Matt Dix use the Bobcat to clear out all the snow in the parking lots around the building. Matt did a good job. Jim suggested that we get a snow blower for around the building that we could use since few people know how to drive the Bobcat. Vince said he will look into what he might be able to acquire.

Jim is currently working with Deputy Alex Boulton and Jack Madved from the Portage County Health Department on cleaning up the trash and garbage at 6759 Sumner. A partial cleanup has already been done there.

They are also working together on cleaning up 6782 Garfield and neighboring lots. Both Margaret and Danyl Davis are deceased. According to a son in Philadelphia, the estate has not been probated yet. The son and Deputy Boulton have spoken and records are being updated and the sheriff's department is doing an in-depth investigation.

The Portage County Treasurer has agreed to move forward with a foreclosure on 4092 Summit Road. The property has been an ongoing zoning problem for years. The delinquent taxes, water and sewer totals \$27,504.84.

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 and to review the signs section of the current zoning code.

LIAISON

Jim continues to work with Chief Kozak on the new Sutphen pumper.

Jim is working with the City of Ravenna on the JEDD. A workshop is scheduled with Dick Messner from Brimfield Township to hear how the Brimfield/Tallmadge JEDD operates.

FIRE DEPARTMENT

Fire Chief Mark Kozak was present and reported the following:

Fact finding for the union contract is scheduled for next Thursday.

The Firehouse Subs Grant equipment will be in on Friday. Mark will coordinate with Vince on a date for a trip up to Mayfield.

The OTARMA MORE Grant and the 2016 EMS Grant have been applied for. Mark will work with the City on the 2016 Ohio Grant.

The 2016 SAFER Grant opens on Monday. This grant is for the hiring of 2 full time fire fighters for two years. Mark asked the Trustees if they wanted him to apply for that one. After discussion, a motion was made by Hank Gibson, seconded by Vince Coia to approve having Chief Kozak apply for the 2016 SAFER Grant. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

Mark interviewed four firefighter candidates and is in process of the 2nd interview of two of those four.

Engine 2414 is having radio problems.

RES #16-018 A motion by Hank Gibson, seconded by Vince Coia authorizing the payment of reasonable costs for Mark and Jim to stay overnight on February 23rd on their trip down to the Sutphen factory to inspect and pick up the new fire engine. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

NEW BUSINESS
TRUSTEES

A motion by Vince Coia, seconded by Hank Gibson to not dispute the liquor license transfer request by Tamarkin Company dba Ravenna GetGo received from the Ohio Division of Liquor Control. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

Pat Artz fielded an indigent burial case request this week. She had found it to be a legitimate request.

Pat also talked about the Balloon-A-Fair grand marshal nominations that are due. A motion by Pat Artz, seconded by Vince Coia to nominate Jack Schafer and Peggy DiPaola as Grand Marshals of this year's Balloon-A-Fair. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

FISCAL OFFICER

RES #16-019 A motion by Vince Coia, seconded by Pat Artz to approve the PO's and BC's listed on the supplementary report totaling \$369,953.20 along with the two additional PO's:

- a. PO #129-2016 in the amount of \$20,000.00 to the City of Ravenna for the purchase of road salt from the Road Fund.
- b. PO #130-2016 in the amount of \$2,000.00 to Shorts Funeral Home for indigent burials from the General Fund.

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

RES #16-020 A motion by Pat Artz, seconded by Vince Coia to approve and accept the loan agreement with Middlefield Banking Company to complete the purchase of the new fire pumper truck from Sutphen. The principal amount of the loan is \$149,596.63 (includes loan and title fees estimated at \$220.00) with 60 month term, fixed interest rate of 2.76% with semi-annual payments beginning in October of 2016. Note that a down payment of \$148,198.34 was paid with the original order and the total cost of the truck is \$297,574.97. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

A motion by Pat Artz, seconded by Hank Gibson to approve and accept the January bank reconciliation and monthly financial reports as presented by the fiscal officer. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

AUDIENCE
ADJOURNMENT

A motion by Vince Coia, seconded by Hank Gibson to adjourn the meeting at 8:07 pm. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

ATTEST:

CHAIRMAN

TRUSTEE

FISCAL OFFICER

TRUSTEE