

RAVENNA TOWNSHIP BOARD OF TRUSTEES
MINUTES OF REGULAR MEETING OF June 7, 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 June 7, 2016. Trustee Vince Coia called the meeting to order at 7:02 P.M. Roll call showed the following present: Trustees Vince Coia and Hank Gibson; Fiscal Officer Gail Pittman; Department Heads Fire Chief Mark Kozak, Road Superintendent Darrell Stephens, Zoning Inspector/Liaison Jim DiPaola and Assistant Fiscal Officer Jon Summers. Trustee Pat Artz was absent. Audience member was Chad Murdock.

REGULAR BUSINESS

A motion by Vince Coia, seconded by Hank Gibson to approve the minutes of the Regular Meeting of May 24, 2016. R/C: Mr. Coia, 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 June 10, 2016 in the amount of \$42,635.74 and other warrants in the amount of \$8,602.98 with warrants over \$1,000.00 being read aloud. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

Financial reports from the meeting of May 24, 2016 were reviewed and found to be in good order. A motion by Hank Gibson, seconded by Vince Coia to approve and accept the financial reports as presented. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

OLD BUSINESS:
TRUSTEES

Chief Kozak said he had spoken to Kent's Fire Chief about the Brady Lake contract status. He said that the Kent/Brady Lake contract is on a monthly renewal and they have not officially heard from Brady Lake regarding cancelling their contract. Kent has the same financial concerns as we do. Mark suggests that we don't consider any contract that would have Brady Lake pay any less than what the Ravenna Township residents pay, and only then if their roads are in better condition. Kent's Chief said they are only collecting about 22% on the EMS runs to Brady Lake which is very low.

A motion by Hank Gibson, seconded by Vince Coia to decline to make an offer to perform Fire and EMS services for Brady Lake. R/C: Mr. Coia, Mr. Gibson, yes. Motion Passed.

RES #16-069 A motion by Vince Coia, seconded by Hank Gibson to change the wording in the employment contract for Chief Kozak. The old language stated that the Chief would maintain at least 20 hours a week in the office. The new language states that the Chief will maintain flexible hours of approximately 40 hours per pay period and will achieve no less than 1,040 hours annually. See contract addendum for complete language. R/C: Mr. Coia, yes; 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.

The State Auditor's Office plans to start the 2014/15 audit on June 13th. They will be working in the Trustee meeting room and it is estimated that they will be here for about a week.

DEPARTMENTAL REPORTS**ROAD DEPARTMENT**

Road Supervisor Darrell Stephens was present and reported the following:

Darrell received a quote of \$33,850 from Perrin Asphalt for resurfacing Hazel St. Vince asked Jim if he would get in contact with the GetGo representative and see if they are willing to split the cost.

Darrell spoke with the City regarding the sink hole developing in their right-of-way on Summit Road. The city hasn't fixed it yet or put up caution markers, but they are aware of the problem.

The Road Crew went out today to try and fix a drainage pipe on Roselawn. Resident Lisa Ferrell came out yelling and was not happy with their plan of work. The crew left and Darrell spoke with Vince regarding the issue. Darrell said the existing pipe is galvanized and will not last much longer. Once it collapses, the neighborhood will be having much worse sewage/drainage problems than they currently have.

There were only 3 applicants for the open summer help position. Darrell will review and interview them.

The new truck should be here soon.

Terry Coontz is completing his probation period. Darrell said Terry has proven himself to be an asset for the Township and asked the trustees to consider an increase to his pay rate.

RES #16-070 A motion by Vince Coia, seconded by Hank Gibson to increase Terry Coontz's pay rate to \$16.50 per hour effective at the completion of his probation (June 13, 2016). R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

ZONING DEPARTMENT

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

The Board of Zoning Appeals will meet on June 8, 2016 to hear 3 variance requests for the new ALDI store at 1250 E. Main St.

The foreclosed property at 3939 Summit Road will be mowed by June 13. The bank has to go to court to have the vehicles and boats removed. The court date has not been scheduled.

A court hearing was held on June 2, 2016 for David Lash, 5486 Fairhill Dr. The magistrate gave Mr. Lash till August 1, 2016 to have all trash and junk removed.

Jim met with Frank Hairston on June 1, 2016 and viewed four properties: an abandoned house at 6663 Garfield, the foundation of a former house at Winfield and Terrill, an abandoned car at Fairfield and Henderson, and more dumping at the Davis property at 6782 Fairfield. Also, the fire hydrants need painted and surrounding weeds removed.

The Zoning Commission meets June 15, 2016 at 7 pm.

Regional Planning Commission will meet on June 8, 2016 at 4:30 pm.

LIAISON

Jim is assisting Chief Kozak with the various projects.

JEDD meeting is June 8, 2016 at 3 pm.

FIRE DEPARTMENT

Fire Chief Mark Kozak was present and reported the following:

Mark recommended hiring Ryan Hausch as a firefighter/paramedic.

RES #16-071 A motion by Hank Gibson, seconded by Vince Coia to hire Ryan Hausch as part time Firefighter Paramedic starting at \$12.31/hour per the CBA pending the passage of his physical/background and drug screens. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

Firefighter Keener has asked for a 6 month leave of absence.

RES #16-072 A motion by Hank Gibson, seconded by Vince Coia to allow Firefighter Keener to have a 6 month leave of absence effective June 1, 2016 with a return date of December 1, 2016. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

Firefighter Blubaugh will be joining the Fire Investigation Unit.

More surplus items have been placed on GovDeals.com.

The burn training house at 3856 Summit Rd. has had the asbestos abated and Mark received the keys. He just needs to get a liability release signed and then can proceed to prepare the house.

RES #16-073 A motion by Hank Gibson, seconded by Vince Coia to accept the donation of the house at 3856 Summit Rd. for fire training. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

The firefighters trained with Hiram last night.

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

A motion by Vince Coia, seconded by Hank Gibson to suspend Regular session at 7:43 pm. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

A motion by Vince Coia, seconded by Hank Gibson to enter into Executive session at 7:43 pm. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

Roll call showed the following present: Trustees Vince Coia, Hank Gibson, Fiscal Officer Gail Pittman, Jim DiPaola, Mark Kozak, Chad Murdock and Jon Summers.

A motion by Vince Coia, seconded by Hank Gibson to close Executive session at 7:59 pm. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

A motion by Vince Coia, seconded by Hank Gibson to re-enter into Regular session at 7:59 pm. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

Roll call showed the following present: Trustees Vince Coia, Hank Gibson, Fiscal Officer Gail Pittman, Jim DiPaola, Mark Kozak and Jon Summers.

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

NEW BUSINESS

TRUSTEES

Brad Cromes has invited the Trustees and/or their representatives to a meeting on Wednesday, June 15, 2016 at 9am-10am at Reed Memorial Library to discuss potential properties for the Land Bank from the Skeels and McElrath neighborhoods. Jim said he would be attending.

FISCAL OFFICER

RES #16-074 A motion by Vince Coia, seconded by Hank Gibson to approve the following PO's and BC's:

- a. PO # 198-2016 to Sarchione Ford in the amount of \$1,000.00 for vehicle a/c repair from the Fire fund.
- b. PO # 199-2016 to Auditor of State in the amount of \$8,000.00 for 2014/15 audit from the General fund.
- c. PO # 200-2016 to 202-2016 for \$150.00 each to Ray, Doug & Terry for uniform reimbursement from the Road fund.
- d. PO # 203-2016 to Shelly Materials in the amount of \$1,000.00 for road materials from the Road fund.
- e. PO # 204-2016 to Ballentine Sand & Gravel in the amount of \$1,000.00 for road materials from the Road fund.
- f. PO # 205-2016 to Middlefield Banking in the amount of \$18,000.00 for the fire truck loan payment due in October from the Fire fund.
- g. PO # 206-2016 to ABC Plumbing in the amount of \$100.00 for annual backflow testing from the general fund.
- h. PO #207-2016 to Ohio Insurance Services in the amount of \$500.00 for life insurance from the Fire fund.
- i. BC#34-2016 in the amount of \$1,000.00 for misc. operating supplies from the Road fund.

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

RES #16-075 A motion by Vince Coia, seconded by Hank Gibson to approve and accept the May bank reconciliation and financial reports as presented by the fiscal officer. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

A motion by Vince Coia, seconded by Hank Gibson to set the Budget Hearing for the 2017 tax year on July 5, 2016 at 6:30 pm. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

AUDIENCE

No audience comments.

ADJOURNMENT

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

ATTEST:

CHAIRMAN

TRUSTEE

FISCAL OFFICER

TRUSTEE