

**RAVENNA TOWNSHIP BOARD OF TRUSTEES
MINUTES OF REGULAR MEETING OF JULY 19, 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 July 19, 2016. Trustee Vince Coia called the meeting to order at 7:04 P.M. Roll call showed the following present: Trustees Vince Coia, Pat Artz 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. Audience member was Diane Smith.

REGULAR BUSINESS

A motion by Vince Coia, seconded by Pat Artz to approve the minutes of the Regular Meeting of June 29, 2016. 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 Budget Hearing Meeting of July 11, 2016. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, abstain. Motion Passed.

A motion by Vince Coia, seconded by Pat Artz to approve the minutes of the Special Board Meeting of July 11, 2016. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, abstain. 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 July 22, 2016 in the amount of \$37,764.18 and other warrants in the amount of \$14,175.40 with warrants over \$1,000.00 being read aloud. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

Financial reports from the meetings of June 29 and July 11, 2016 were reviewed and found to be in good order. A motion by Vince Coia, seconded by Pat Artz 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 mentioned that the fire training exercise went well, the family was pleased.

Hank asked about an update on a fire on Henderson. Mark said one of the fires was caused by improper installation of the dryer; the second fire has been labeled cause undetermined.

Vince asked Jim about watering the ballfield in McElrath. Jim said there was money in the grant they received for water.

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 returned for an additional day for follow-up testing. The work has gone to the manager for review and we should hear something shortly.

**DEPARTMENTAL REPORTS
ROAD DEPARTMENT**

Road Supervisor Darrell Stephens was present and reported the following:

RES #16-087 A motion by Vince Coia, seconded by Hank Gibson to set the date to open bids for the Issue II Dawley Road Project to August 16, 2016 at 7:00 pm with project completion date set for October 31, 2016. Advertising for the bids will be done on August 1 and August 8, 2016. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

Three quotes were received for the build out of the new plow truck. Quality Truck Body & Equipment Co came in with the lowest quote of \$20,850.00 excluding the plow. Henderson's quote of the plow only at \$6,476.00 brings the bid from Quality Truck up to \$27,326.00. Henderson's full build out quote was \$29,987.00. Concord Road Equipment Mfg.'s quote was \$28,596.52.

There is a culvert on Morgan Rd that needs to be replaced. A PO for Marlboro is already open to cover the cost.

Dawley Road work is going well. The Road Crew will be done widening it in another 3 or 4 days. The new seasonal employee, Greg Scott, is working out nicely.

The Issue II paperwork has been signed and will be sent out in the mail tomorrow (Wednesday).

The Trustees asked whether Hoover Road ever got repaired. Darrell said his crew has already patched it up shortly after the meeting when it was discussed.

There will be a meeting on August 3, 2016 at the Portage County Engineer's office about the Round 31 Issue II work for 2017.

ZONING DEPARTMENT

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

The Board of Zoning Appeals met on July 13, 2016 to hear a variance request for a 6 foot high fence in a front yard on Lakewood Rd. The BZA denied the variance request.

The Zoning Commission will meet on July 20, 2016 to continue working on Zoning Code changes.

Jim met with the Prosecutors office and signed the Report of Abandoned Land for 10 abandoned properties in the McElrath Community.

Jim is working with the fire department to determine the owner of the property on Arbeco Street where the fire occurred on July 18, 2016. He is also working to determine the true owner of the property at 3270 Brady Lake Road.

Jim presented the June Zoning Report.

Pat asked Jim if there was any update about whether Giant Eagle was willing to pay for half the costs for resurfacing Hazel Road. Jim said Giant Eagle wanted to ask Haas if they wanted to chip in on a third of the cost, which Jim did but got no response from Haas.

LIAISON

Jim is continuing to work with the Fiscal Officer and Fire Chief on negotiations.

FIRE DEPARTMENT

Fire Chief Mark Kozak was present and reported the following:

The chief presented June's monthly report. June had a high number of overlapping calls and a higher than normal incidence for receiving mutual aid.

The winners of the Smoke Detector Give a Way Raffle will be announced on August 3rd.

Mark met with BWC yesterday for working on the BWC Grant.

Firefighter Bob Davet submitted his letter of resignation.

RES #16-088 A motion by Hank Gibson seconded by Pat Artz accept the resignation of Firefighter Davet effective 7/19/2016. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

Mark also recommended terminating the employment of probationary Firefighter Nick Abramson who didn't complete one full shift before quitting.

RES #16-089 A motion by Hank Gibson seconded by Pat Artz terminate the employment of Firefighter Abramson effective immediately. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

Engine 2413s ladder has been repaired under warranty

Squad 2411 is having power problems and is at Sarchione Ford.

The training fire went great and there are thank you letters written up for the Trustees to sign.

The Balloon-A-Fair is coming up and Mark wants to coordinate a meeting with other safety forces to formulate a plan of action in case of an emergency during the fair.

NEW BUSINESS

TRUSTEES

The Department of Commerce sent notification of liquor permit renewals coming due on October 1, 2016 and included instructions on how to register any objections to the renewals.

The Mental Health & Recovery Board requested support for their replacement levy on the November 2016 ballot.

A motion by Vince Coia, seconded by Hank Gibson to show support for the Mental Health & Recovery Board replacement levy. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

Pat and Vince attended a meeting on July 15th held by the new owner of five local mobile home parks and the residents of the parks. There were discussions regarding the residents' rights, the intimidating letters they've been receiving, equitable charging of water and sewer bills, etc.

FISCAL OFFICER

RES #16-090 A motion by Vince Coia, seconded by Hank Gibson to approve the following PO's and BC's:

1. T&NPO # 220-2016 to University Hosp. Corp. Health in the amount of \$476.00 for physicals from the Fire fund.
2. PO # 221-2016 to University Hosp. Corp. Health in the amount of \$400.00 for physicals from the Fire fund.
3. PO # 222-2016 to Staples Advantage in the amount of \$800.00 for misc. operating supplies from the Fire fund.
4. PO # 223-2016 to Quality Truck in the amount of \$22,000.00 for the build out of the new dump truck from the Road fund.
5. PO # 224-2016 to Henderson Truck in the amount of \$6,600.00 for the plow for the new truck from the Road fund.

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

RES #16-091 A motion by Vince Coia, seconded by Hank Gibson to approve the disposition of EMS account as recommended by LifeForce on the supplemental report. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

RES #16-092 A motion by Vince Coia, seconded by Hank Gibson to approve and accept the June 2016 financial reports and bank reconciliation. 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 ongoing Collective Bargaining Agreement negotiations.

A motion by Vince Coia, seconded by Hank Gibson to suspend Regular session at 8:00 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 8:04 pm. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

Roll call showed the following present: Trustees Vince Coia, Hank Gibson, Pat Artz, 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 8:39 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 8:39 pm. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

Roll call showed the following present: Trustees Vince Coia, Hank Gibson, Pat Artz, 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.

AUDIENCE

No comments

ADJOURNMENT

A motion by Vince Coia, seconded by Hank Gibson to adjourn the meeting at 8:49 pm. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

ATTEST:

CHAIRMAN

TRUSTEE

FISCAL OFFICER

TRUSTEE