

RAVENNA TOWNSHIP BOARD OF TRUSTEES
MINUTES OF REGULAR MEETING OF SEPTEMBER 13, 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 September 13, 2016. Trustee Vince Coia called the meeting to order at 7:03 P.M. Roll call showed the following present: Trustees Vince Coia, Pat Artz and Hank Gibson; Fiscal Officer Gail Pittman; Department Heads Road Superintendent Darrell Stephens, Fire Chief Mark Kozak, Zoning Inspector/Liaison Jim DiPaola and Assistant Fiscal Officer Jon Summers. In the audience was Chad Murdock.

REGULAR BUSINESS

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

A motion by Vince Coia, seconded by Pat Artz to approve the minutes of the Regular Meeting of August 30, 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 September 16, 2016 in the amount of \$27,732.70 and other warrants in the amount of \$6,431.16 with warrants over \$1,000.00 being read aloud. R/C: Mr. Coia, yes; Mrs. Artz, yes; Hank Gibson, yes. Motion Passed.

Financial reports from the meetings of August 30, 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, abstain. Motion Passed.

AUDIENCE

No comments.

OLD BUSINESS:
TRUSTEES

Pat went to the McElrath Improvement Corporation (MIC) meeting about the wetlands in McElrath neighborhood. It was suggested to the MIC by other parties that they turn their wetlands into a park so everyone could enjoy it.

The Portage County Land Reutilization Corporation is waiving the Township's obligation to collect and return Moving Ohio Forward (MOF) funds on demolition of certain structures in 2013. They are requesting that the trustees pass a resolution removing the liens and counter sign the letter notifying the County Auditor to release the liens placed upon the properties as noted.

RES # 16-122 A motion by Pat Artz, seconded by Vince Coia to authorize the releasing of the liens placed upon the following properties in 2013 that were demolished utilizing the funds from the Moving Ohio Forward grant: 2862 SR59, 2865 Summit Rd, 3115 Brady Lake Rd, 3280 SR59, 3854 Wooster Ave, 4227 Hayes Rd, 4370 Court St, 5482 S Prospect St, 6292 Hill St, and 6716 Adams St. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

FISCAL OFFICER

Fiscal Officer Gail Pittman was present and reported the following:

The State Auditor's Office is working on the audit review, but they are going slow because they are occupied with other audits.

Gail discussed revenue. We have received the Ohio homestead and Manufactured Home homestead reimbursement monies. The EMS revenues are 13% below budget projections which, if the trend continues, would be about \$30K less than projected by the end of the year and \$15K less than what was brought in in 2015. This is largely attributable to a larger Medicare/Medicaid billing, approximately 74% and those with high deductibles or no insurance.

Health insurance renewal options and results from the insurance review committee meeting were discussed next. The renewal proposal effective 11/1/2016 with alternatives was received from Ohio Insurance and reviewed by the agent and committee at length. The same health insurance policy as this past year will have an 11.84% premium increase with a 12 month rate guarantee. According to Frank Harmon of Ohio Insurance the policy is a month to month contract with a 12 month rate guarantee. The matter of a calendar year renewal on the policy was agreed to be important by all members of the review committee so that an employee is not hit with two separate deductibles in the same calendar year, as has happened in the past. The rates for the Jan. 2017 policy year are unknown at this point, but will be available around the first of October and the committee will reconvene when these are issued. Further discussion included continuing the HRA through the end of the calendar year to cover the last \$600 of the employee's deductible as stated in the plan. If the policy changed to an HSA compatible policy at January 1, then HSA accounts would be established and the HRA would discontinue at December 31, 2016. Gail said the employee premium contribution per the new Firefighters union contract is now 12% effective August 26, 2016 and asked the Trustees when they wanted to put that change into effect since it is now currently at 10% with a maximum of \$100/month. This effects all employees on the insurance plan, not just the firefighters and other employees have not received written advance notice.

RES # 16-123 A motion by Pat Artz, seconded by Vince Coia to approve and accept the renewal contract for health insurance with Medical Mutual effective November 1, 2016 as presented by the insurance company. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

RES # 16-124 A motion by Vince Coia, seconded by Pat Artz to approve continuing the current HRA plan \$600.00 funding through December 31, 2016. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

RES # 16-125 A motion by Pat Artz, seconded by Hank Gibson to change the employee premium contributions to a straight 12% and implement the spousal surcharge effective with the October 1, 2016 month of coverage as described in the full time union's contract.. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

DEPARTMENTAL REPORTS

ROAD DEPARTMENT

Road Supervisor Darrell Stephens was present and reported the following:

The costs for crack sealing supplies through DJL Material has dropped this year. Darrell requested a PO for the purchase of the supplies.

The chipper has a broken belt and needs to get repaired.

There are about 15 signs stolen from the McElrath neighborhood. Darrell requested a PO from Municipal Signs to replace them.

Barbicas will be starting the Dawley Road project next week. The road has already been marked and they should be done in probably 2-3 days.

The road crew has been borrowing Rootstown's roadside mower. We will need to do something about getting a replacement next year.

Darrell asked Jim if he had heard anything on GetGo agreeing to split the costs for resurfacing Hazel Street. Jim said he had not but will call them tomorrow.

Hank asked Darrell about the new truck. Darrell said it was coming along fine and they were waiting on some of the plow parts to come in.

Vince asked Darrell to mow the Miller's property on Brady Lake Rd. before the Balloon-A-Fair this weekend and to put ropes up on the Madelyn property to prevent trespassers.

Pursuant to R.C 121.22(g) Executive Session was requested to consult with their attorney.

A motion by Vince Coia, seconded by Pat Artz to suspend Regular session at 7:52 pm. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

A motion by Vince Coia, seconded by Pat Artz to enter into Executive session at 7:52 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, Chad Murdock and Jon Summers.

A motion by Vince Coia, seconded by Pat Artz to close Executive session at 8:27 pm. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

A motion by Vince Coia, seconded by Pat Artz to re-enter into Regular session at 8:27 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 consult with their attorney. No Action was taken.

ZONING DEPARTMENT

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

The Zoning Commission met on August 31, 2016 and discussed language for dog kennels.

Jim attended the pre-trial hearing for David Lash, 5486 Fairhill Dr., Ravenna Township. Mr. Lash failed to show up. A motion for default judgement was made on behalf of Ravenna Township. The Court will notify Mr. Lash that he has until October 7, 2016 to file evidence why the motion should not be granted. The Magistrate will make a ruling on the Motion for Default Judgement on October 7, 2016.

An update on the status of the Steinwender properties (Roselawn & Woodlawn) will be provided by the attorney this week.

Jim received a notice from Brad Cromes that the Portage County Land Bank was awarded an additional \$450K to acquire delinquent and/or abandoned housing. An appointment is scheduled on September 21, 2016 to review the Township's list with NDS, grant administrator. Pat asked about whether we could include the property in McElrath (Bo Davis' place). Jim said it wasn't eligible Jim spoke about Sharie Meduri's property at 6878 Cleveland Road and requested a resolution to have it cleaned up.

RES # 16-126 A motion by Pat Artz, seconded by Vince Coia to declare the property at 6878 Cleveland Rd, Parcel #29-310-00-00-019-000 a nuisance under R.C. 505.87. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

Jim presented the August 2016 Zoning Report.

LIAISON

The first negotiation session was held with RTFFA. Ground rules and follow-up meeting dates were discussed.

FIRE DEPARTMENT

Fire Chief Mark Kozak was present and reported the following:

Still no news on the contract for Dispatch.

We've received the FEMA AFG Award of \$24,964.00 for the purchase of a power cot and thermal imaging camera.

We've received the BWC grant of \$35,097.59 for the purchase of a power cot and lift assist.

RES # 16-127 A motion by Hank Gibson, seconded by Vince Coia to accept the BWC Grant in the amount of \$35,097.59. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

We've received the Ohio EMS Grant of \$2,750.00.

Firefighter Matthew Bright has submitted a letter of resignation.

RES # 16-128 A motion by Hank Gibson, seconded by Pat Artz to accept the resignation of Firefighter Bright effective October 1, 2016. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

Mark requested that he be sent to a Fire Officer 4 class.

RES # 16-129 A motion by Hank Gibson, seconded by Pat Artz to authorize Chief Kozak to attend a Fire Officer 4 class at the cost of \$600.00. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

Mark said the building where the new Aldi's is going is going to be demolished and we have the opportunity to do some fire training there if we would like. We would have to have a certificate of insurance done by Friday to be able to do it. The Trustees asked Jon to contact the insurance company ASAP.

RES # 16-130 A motion by Vince Coia, seconded by Hank Gibson to approve a training exercise at 1350 E Main pending insurance companies approval. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

Mark spoke extensively about the condition of the vehicles and the necessary repairs needing done and the available options. Surplus equipment will be sold to help offset costs.

RES # 16-131 A motion by Pat Artz, seconded by Vince Coia to have the 1997 F350 pickup, the skid unit and pump declared as surplus and be placed on auction on the GovDeals site. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

The generator on 2414 lost all of its hydraulic fluid recently and appears to have burned up. The status of the pump is unknown. Ohio Cat is going to come in to diagnose the problem. It may be that the engine is beyond its useful life.

NEW BUSINESS **TRUSTEES**

We've received a letter from the Portage County Regional Planning Commission regarding the replatting of sub lots 112-114 on Woolforth Ave and Freedom St into a single plot.

RES # 16-132 A motion by Pat Artz, seconded by Vince Coia to approve and accept the replat of sub lots 112-114 in the "Ravenna Building Company Allotment No. 3" on Woolforth Avenue and Freedom St, Lot 17 S.D. in Ravenna Township. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

FISCAL OFFICER

RES #16-133 A motion by Pat Artz, seconded by Vince Coia to approve the following PO's and BC's:

1. PO # 246-2016 to Chad Murdock in the amount of \$2,000.00 for attorney fees from the General fund.
 2. PO # 247-2016 to Municipal Signs in the amount of \$1,000.00 for road signs from the Road fund.
 3. PO # 248-2016 to Cost Recovery in the amount of \$2,000.00 for crash billing commission from the Fire fund.
 4. PO # 249-2016 to DJL Material in the amount of \$2,500.00 for crack sealing supplies from the Road funds.
 5. PO # 250-2016 to Vermeer Sales in the amount of \$250.00 for repair parts for the chipper from the Road funds.
 6. BC #35-2016 in the amount of \$3,000.00 for vehicle repairs from the Fire fund.
- 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.

Gail will be going to a Continuing Education event sponsored by the Auditor of State on October 7th in Freedom from 5-8 pm regarding financial statements. If she can't get all the continuing education requirements completed with closer venues and webinars, she may have to go to Columbus in January to fulfill the required credits needed by ORC.

ADJOURNMENT

A motion by Vince Coia, seconded by Pat Artz to adjourn the meeting at 9:41 pm. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

ATTEST:

CHAIRMAN

TRUSTEE

FISCAL OFFICER

TRUSTEE