

RAVENNA TOWNSHIP BOARD OF TRUSTEES
MINUTES OF REGULAR MEETING OF NOVEMBER 22, 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 November 22, 2016. Trustee Vince Coia called the meeting to order at 7:00 P.M.

Roll call showed the following present: Trustees Vince Coia, Pat Artz, and Hank Gibson; Fiscal Officer Gail Pittman; Fire Chief Mark Kozak, Road Superintendent Darrell Stephens, Zoning Inspector/Liaison Jim DiPaola and Assistant Fiscal Officer Jon Summers. In the audience were Terry & Valerie Coontz and Diane Smith.

REGULAR BUSINESS

A motion by Pat Artz, seconded by Vince Coia to approve the minutes of the Regular Meeting of November 7, 2016. R/C: Mr. Coia, yes; Mrs. Artz, yes; and 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 November 25, 2016 in the amount of \$34,912.16 and other warrants in the amount of \$30,157.80 with warrants over \$1,000.00 being read aloud for approval. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

Financial reports from the meeting of November 7, 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.

AUDIENCE

Vince said it was very good to see Terry here for a visit. Terry said he wanted to thank everyone for all they have done for him and also said he was looking to come back in another week or two.

OLD BUSINESS:

TRUSTEES

The trial regarding the Grandview Memorial Cemetery has been continued until 2017 because the state is appointing a special prosecutor and also because Theodore is in the hospital and Mindy is in prison on tax evasion.

Pat said she had researched options to get a light at the intersection of Peck Rd and St. Rt. 59. Vince said he is sending a letter to the director of ODOT to request a streetlight. He said he thought the signage in the area was good, but it is very dark there which makes it a dangerous intersection.

Vince said he made it to the GetGo subway cutting (aka ribbon cutting) ceremony and it went very well. He also stated the food was very good.

FISCAL OFFICER

None.

DEPARTMENTAL REPORTS

ROAD DEPARTMENT

Road Supervisor Darrell Stephens reported the following:

Darrell reported that there was an additional piece of equipment, a plate tamper, missing after the theft at the Township building on Cleveland Road. He said it would make sense now to make a claim when you consider value of the tamper together with the value of the trailer and crack sealing machine. He priced a new tamper at \$2,085.

The plow for the new plow truck is still not available. Henderson told Darrell now it would be December sometime. Darrell told them to cancel the order because it has been delayed since July. He called around and got prices from other companies and the best price was \$5,000 installed from Coia Implement Sales, Inc.

RES # 16-177 A motion by Pat Artz, seconded by Hank Gibson to approve the purchase of the plow from Coia Implement Sales for \$5,000.00. R/C: Mr. Coia, abstain; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

Doug Dillon's probationary period ended November 15, 2016. Darrell requested that we give Doug a \$0.50/hour increase because his performance report is good..

RES # 16-178 A motion by Vince Coia, seconded by Pat Artz to approve an increase in Doug Dillon's pay rate \$0.50/hour effective November 16, 2016. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

ZONING DEPARTMENT

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

The County Prosecutor's Office filed a Complaint for Preliminary and Permanent Injunction against the property owned by Sharie Meduri, 6882/6886 Cleveland Rd, Parcel 29-310-00-00-0120-000. This is to remove the abandoned mobile home and assess a fine of \$500.00 per day since December 2, 2015. No court date has been set.

The public hearing for David Mix at 7545 St. Rt. 88, parcel #29-110-10-00-028-000 was held and it was recommended that the property be demolished. Estimates for removal will be obtained.

LIAISON

Jim is working to set up a negotiations meeting with the part-time firefighters.

FIRE DEPARTMENT

Fire Chief Mark Kozak was present and reported the following:

Firefighter/Paramedic Ryan Hausch was sworn in by Hank Gibson.

Firefighter Cody Conley has submitted his letter of resignation.

RES # 16-179 A motion by Hank Gibson, seconded by Vince Coia to accept the resignation of Firefighter Conley effective immediately. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

Mark said there was a grant he would like to apply for a new ambulance.

A motion by Hank Gibson, seconded by Vince Coia to authorize Chief Kozak to apply for the Local Government Safety Capital Grant for the purpose of obtaining a new ambulance. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

GetGo presented the Township with a \$1,000 donation. Mark will be using it to partner with the City of Kent to purchase a hose testing machine that both departments will use.

A motion by Hank Gibson, seconded by Vince Coia to accept the \$1,000 GetGo donation.
R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

Squad 2411 needed a new rear shackle and a new resister installed for the fan.

Squad 2412 was towed to Sarchione and had to have a bad fuel injector module replaced.

Engine 2414 is out of service permanently and is gone. The old tanker 2418 is out of service and will be picked up next week.

New Tanker 2418 is getting equipment installed.

MADD has presented the Township Fire Department with a recognition plaque.

The State Fire Marshal has sent us the certificate of annual election of board members form.

A motion by Vince Coia, seconded by Hank Gibson to keep the same members as last year for the Fire Fighters' Dependents Fund. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

NEW BUSINESS

TRUSTEES

We've received a letter from the Portage County Engineer regarding bridge weight reductions within the County. None of the bridges noted are in Ravenna Township.

The Ohio Department of Transportation has petitioned the Portage County Board of Commissioners for a partial road vacation of Newton Falls Rd. The Board has set a viewing date of December 1, 2016 at 8:15 AM at the McDonald's and a public hearing the same date at 10:30 AM at the County Administration Building, 7th Floor boardroom.

First Energy had a presentation at the Portage County Township Association dinner on November 19, 2016. They discussed the plans for tree trimming around their lines. The Health Department had a map set showing the drainage areas in the County. They would like the maps reviewed for accuracy. If the townships were happy with NOPEC, they have to do nothing regarding choosing new utility contracts. Vince informed the Board that there are possible cemetery grants should we required to take over maintenance of any cemetery. The Trustees discussed hosting one of the Township Association's dinners and where they could hold it.

FISCAL OFFICER

RES # 16-180 A motion by Vince Coia, seconded by Hank Gibson to approve the following PO's and BC's:

1. PO #292-2016 for \$500.00 to Stuver Auto Spring Co for repairs from the Fire fund.
2. PO #293-2016 for \$2,000.00 to Sarchione Ford for repairs from the Fire fund
3. PO#294-2016 for \$500.00 to F&S Automotive Inc. for towing and repairs from the Fire fund
4. PO#295-2016 for \$800.00 to Marchese Communications for installing lights on the new truck from the Fire fund.
5. PO #297-2016 for \$400.00 to Witmer Public Safety Group, Inc. for safety decals for the new truck from the Fire fund.
6. PO #298-2016 for \$1,000.00 to Strobes N More for LED lights for the new truck from the Fire fund.
7. PO #299-2016 for \$200.00 to Witmer Public Safety Group, Inc. for uniforms from the Fire fund.

8. PO #300-2016 for \$2,000.00 to Finley Fire Equipment for equipment for the new truck from the Fire fund.
 9. PO #301-2016 for \$500.00 to Leppo Equipment for repairs and maintenance from the Road Fund.
 10. PO #302-2016 for \$1,000.00 to Advance Auto Parts for repair parts from the Road fund.
- R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

RES # 16-181 A motion by Vince Coia, seconded by Hank Gibson to approve the forwarding of EMS accounts to collections as recommended by LifeForce. 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.

A motion by Vince Coia, seconded by Hank Gibson to approve and accept bank reconciliations and monthly financial report for October 2016 as presented by the Fiscal Officer. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

Gail explained the health insurance policy rates and other pertinent information for the consideration of the Trustees in switching to Anthem on January 1st, 2017. There was the potential for savings as long as the employees were using in network doctors, otherwise it could potentially have a large negative impact for our employees if they used an out of network provider. A motion by Hank Gibson, seconded by Vince Coia to continue to research network providers with the possibility of switching. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

In a follow up to their risk analysis, OTARMA sent some sample forms for use in conducting inspections on vehicles and signage and the analyst's report was distributed..

Pursuant to R.C 121.22(g) Executive Session was requested for a discussion on Part Time Collective Bargaining Agreement Negotiations and on a Fire Department employee disciplinary issue.

A motion by Vince Coia, seconded by Pat Artz to suspend Regular session at 8:38 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 8:41 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, Fire Chief Mark Kozak, Zoning Inspector Jim DiPaola and Assistant Fiscal Officer Jon Summers.

A motion by Vince Coia, seconded by Pat Artz to close Executive session at 9:13 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 9:13 pm. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

The purpose of the Executive Session was to discuss Part Time Collective Bargaining Agreement Negotiations and a Fire Department employee disciplinary issue.

RES # 16-182 A motion by Vince Coia, seconded by Hank Gibson to terminate the employment of Firefighter Matt Young pending his pre-disciplinary hearing . R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

The Trustees decided on setting a meeting on Monday, November 28th at 5:00 PM to have a follow up special meeting to discuss and decide on health insurance.

Gail asked if we might set the Special Meeting time for approving the final checks on December 29th at Noon. Both meeting times are set.

ADJOURNMENT

A motion by Pat Artz, seconded by Vince Coia to adjourn the meeting at 9:20 pm. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

ATTEST:

CHAIRMAN

TRUSTEE

FISCAL OFFICER

TRUSTEE