

RAVENNA TOWNSHIP BOARD OF TRUSTEES
MINUTES OF REGULAR MEETING OF DECEMBER 6, 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 December 6, 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; Road Superintendent Darrell Stephens, Zoning Inspector/Liaison Jim DiPaola and Assistant Fiscal Officer Jon Summers. Fire Chief Mark Kozak was absent. In the audience were Diane Smith and Todd Peetz.

REGULAR BUSINESS

A motion by Pat Artz, seconded by Hank Gibson to approve the minutes of the Special Meeting of November 22, 2016. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

A motion by Vince Coia, seconded by Hank Gibson to approve the minutes of the Regular Meeting of November 22, 2016. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

A motion by Hank Gibson, seconded by Vince Coia to approve the minutes of the Special Meeting of November 28, 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 December 9, 2016 in the amount of \$43,399.37 and other warrants in the amount of \$131,901.00 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 22, 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.

AUDIENCE

Todd Peetz from the Portage County Regional Planning discussed Community Block Grants and gave a brief introduction about fair housing rules and regulations and how it differs from the issue of affordable housing. He had pamphlets to hand out. Pat asked Todd if there was progress in finding a tenant for the McElrath ball park. He was still working on the issue. He stated there has also been discussion in the community about bringing back the community challenge.

OLD BUSINESS:
TRUSTEES

RES #16-186 A motion by Vince Coia, seconded by Hank Gibson to certify the change in the 2016 Township Road Mileage from 26.986 miles to 27.073 miles. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

The Grievance hearing regarding Phil Anders' claim has been withdrawn. The arbitrator issued the union a bill for \$1,300.00.

Ronyak has made another request for the balance due on the 2014 Timber Run paving project. There was no decision to make any additional payment. The Trustees asked that any further inquiries be directed to themselves.

FISCAL OFFICER

Gail presented a plan to accelerate the principal payment and early pay off of the fire truck loan. The plan would save the Township about \$7,000 in interest over the life of the loan.

A motion by Hank Gibson, seconded by Vince Coia to approve the modified repayment plan of the fire truck. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

DEPARTMENTAL REPORTS

ROAD DEPARTMENT

Road Supervisor Darrell Stephens reported the following:

The plow for the new plow truck has been installed and the new truck is in service. There is a \$200.00 rebate coming in for the plow blade from the manufacturer.

Hank asked about oil spraying the road vehicles. Darrell said that was unnecessary because the newer vehicles have been undercoated with a rubberized spray.

Darrell said he would be performing the annual employee reviews next week. He is also working on his 5 year plan and the 2016 inventory has been completed. He will forward the reports to Gail who will see that the trustees receive copies.

ZONING DEPARTMENT

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

The Zoning Commission met on November 30, 2016 and reviewed the proposed changes to Chapter 5: Zoning District and Regulations; Chapter 7: Conditional Uses. The Zoning Commission approved forwarding the proposed changes to Chapters 5 & 7 to the Trustees to review and approve them if found to be satisfactory. If approved, they will be forwarded to Regional Planning and scheduled for a Public Hearing.

RES # 16-187 A motion by Pat Artz, seconded by Hank Gibson to approve changing the page numbering scheme from consecutive page numbers to Chapter – Page numbers. This is a clerical change making a public hearing unnecessary. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

RES # 16-188 A motion by Vince Coia, seconded by Pat Artz to approve the proposed changes to Chapters 5 and 7. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

The monthly Zoning report was presented.

LIAISON

Jim had a negotiations meeting with the part-time firefighters. He requested to discuss the details in executive session along with the outcome of a pre-disciplinary hearing with Matthew Young held on December 6, 2016.

FIRE DEPARTMENT

Fire Chief Mark Kozak was absent and Jim DiPaola reported the following:

We're still waiting for the Full Time Contract Signatures. Firefighter Collins was emailed and he stated he'd forgotten about it.

We are still waiting for the 2017-2019 contract for dispatch from Ravenna City.

We have received a \$1,000.00 check from the Wal-Mart Grant for fire gear.

RES # 16-189 A motion by Vince Coia, seconded by Pat Artz to accept the \$1,000.00 fire gear Wal-Mart Grant. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

RES # 16-190 A motion by Vince Coia, seconded by Hank Gibson to accept the memorandum of understanding with the City of Kent for Hose Testing Machine. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

Mark said there was an applicant he would like to hire.

RES # 16-191 A motion by Vince Coia, seconded by Pat Artz to hire Firefighter/Paramedic Bryant Scheffler at the pay rate of \$12.31 per hour in accordance with the collective bargaining agreement pending a background and physical. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, abstain. Motion Passed.

Firefighters Dyer and Sagaser both requested a 6 month leave of absence.

RES # 16-192 A motion by Vince Coia, seconded by Pat Artz to authorize a 6 month leave of absence to Firefighter Dyer effective December 8, 2016 and a 6 month leave of absence to Firefighter Sagaser effective January 1, 2017. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, abstain. Motion Passed.

Firefighter Zapora turned in his resignation.

RES # 16-193 A motion by Vince Coia, seconded by Pat Artz to accept the resignation of Firefighter Zapora effective December 5, 2016. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, abstain. Motion Passed.

New Tanker 2418 is waiting to have the radio installed.

NEW BUSINESS

TRUSTEES

None

FISCAL OFFICER

RES # 16-194 A motion by Hank Gibson, seconded by Pat Artz to approve PO #303-2016 for \$5,000.00 to Coia Implements for the plow for the new plow truck from the Road fund. R/C: Mr. Coia, abstain; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed. :

RES # 16-195 A motion by Vince Coia, seconded by Pat Artz to reduce the appropriation budget for fund #4401 OPWC from \$95,000.00 to \$82,424.10. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

RES # 16-196 A motion by Vince Coia, seconded by Hank Gibson to approve the following PO's and BC's:

1. PO #304-2016 for \$500.00 to Mitchell Communications for radio from the Road fund.
2. PO #305-2016 for \$500.00 to Graphic Expressions for lettering from the Road fund.
3. PO#306-2016 for \$50,000.00 to Middlefield Banking Company for the principal payment on the fire truck loan from the Fire fund

4. PO#307-2016 for \$1,000.00 to City of Kent for our portion of the hose tester from the Fire fund.
5. T&N PO #308-2016 for \$1,195.43 to City of Ravenna Office of Finance for November dispatch fees from the Fire fund.
6. PO #309-2016 for \$4,500.00 to City of Ravenna Office of Finance for December dispatch fees from the Fire fund.
7. PO #310-2016 for \$250.00 to Grainger for a gas valve from the Road fund.
8. PO #311-2016 for \$150.00 to Chase Card Services for a Harbor Freight power jack from the Road fund.

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

An EMS hardship case from LifeForce was presented for consideration.

RES # 16-197 A motion by Vince Coia, seconded by Hank Gibson to accept a payment plan with a minimum of \$20.00 per month for the hardship EMS account presented 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.

The Christmas party will be held on Wednesday, December 21st at 11:30 am.

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 Hank Gibson to suspend Regular session at 8:14 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 8:18 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 8:58 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 8:58 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 # 16-198 A motion by Vince Coia, seconded by Hank Gibson to accept the pre-disciplinary hearing finding and terminate the employment of Firefighter Matt Young effective December 6, 2016. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

ADJOURNMENT

A motion by Vince Coia, seconded by Hank Gibson to adjourn the meeting at 9:00 pm.
R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

ATTEST:

CHAIRMAN

TRUSTEE

FISCAL OFFICER

TRUSTEE