

RAVENNA TOWNSHIP BOARD OF TRUSTEES
MINUTES OF REGULAR MEETING OF JANUARY 31, 2017

The Ravenna Township Board of Trustees met in Regular Session at the Ravenna Township Trustee's Meeting Room, 6115 Spring Street, Ravenna, Ohio, on January 31, 2017. Trustee Hank Gibson called the meeting to order at 7:00 P.M.

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

REGULAR BUSINESS

A motion by Vince Coia, seconded by Pat Artz to approve the minutes of the Regular Meeting of January 17, 2017. 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 Special Meeting of January 25, 2017. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, abstain. Motion Passed.

Hank Gibson announced the correspondence book was present and available for public viewing.

A motion by Vince Coia, seconded by Pat Artz to approve payroll warrants for February 3, 2017 in the amount of \$42,902.59 and other warrants in the amount of \$63,971.48 with warrants over \$1,000.00 being read aloud for approval (a \$4,000.00 payment to Portage County Solid Waste was not approved). R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

Financial reports from the meeting of January 17, 2017 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

None

OLD BUSINESS:

TRUSTEES

Vince asked Jim whether there were developments on the decorative street light at the intersection of Westwood and Overview. Jim said no, information is supposed to be getting sent to the engineer. He hasn't heard anything since.

Vince said the website needs some updating, old information needs to be removed. Jim said he was going to be talking with our website designer tomorrow (Wednesday) and will bring that up with him.

FISCAL OFFICER

Fiscal Officer Gail Pittman was absent and Jon Summers reported the following:

The 2016 Accounting system has been closed and the annual financial statement has been submitted to the Auditor of State. Copies of the final filing were distributed to the Trustees. We are awaiting cash certification back from the County Auditor before authorizing permanent appropriations for 2017. Gail anticipates that they will be ready for the February 14th regular meeting.

Advertising for the February 7th public hearing on recycling has taken place. It was published on 3 separate dates as well as in an article written by Diane Smith.

DEPARTMENTAL REPORTS

ROAD DEPARTMENT

Road Supervisor Darrell Stephens was absent and Vince reported the following:

Darrell had been trying to get the spring cleanup set up but the company that we usually use, Universal Disposal, has been bought out by Waste Management. Waste Management was not interested in doing the house to house cleanup. Darrell has tried Republic Waste, Conrads, Fabet, and Kimbles. Republic Waste and Fabet did not want to do the house to house but would do a drop off collection. Conrads was not interested and Darrell has had no response from Kimble yet.

Darrell had to replace one of the tires on his dump truck today. It got a cut in the sidewall.

The road crew has been salting 5 days in the last week.

We've collect 6 applications so far for the open part time road crew position.

Darrell said the condition of Hazel St. after the construction ended is unacceptable and thinks we should be contacting the representative at GetGo. Everyone agreed and Jim said he would check to verify that the company was bonded.

ZONING DEPARTMENT

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

Administrative Warrants were obtained for 3437 St. Rt. 59 and 6491 Beery Rd. from Judge Doherty. The warrants will be executed Thursday, February 2, 2017.

Portage County Regional Planning approved the proposed text amendments to the current Zoning Resolution.

The Ravenna Township Zoning Commission will hold a Public Hearing on Wednesday, February 1 at 7:00 PM to review the Portage County Regional Planning's recommendations and comments.

Jim gave an annual summary of the Zoning Department activities.

LIAISON

No report.

FIRE DEPARTMENT

Fire Chief Mark Kozak reported the following:

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

A motion by Pat Artz, seconded by Vince Coia to suspend Regular session at 7:20 pm. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

A motion by Pat Artz, seconded by Vince Coia to enter into Executive session at 7:20 pm. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

Roll call showed the following present: Trustees Vince Coia, Pat Artz and Hank Gibson, Fire Chief Mark Kozak, Zoning Inspector/Liaison Jim DiPaola and Assistant Fiscal Officer Jon Summers.

A motion by Hank Gibson, seconded by Vince Coia to close Executive session at 7:35 pm. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

A motion by Hank Gibson, seconded by Vince Coia to re-enter into Regular session at 7:35 pm. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

Roll call showed the following present: Trustees Vince Coia, Pat Artz and Hank Gibson, Fire Chief Mark Kozak, Zoning Inspector/Liaison Jim DiPaola and Assistant Fiscal Officer Jon Summers.

The purpose of the Executive Session was to discuss Part Time Collective Bargaining Agreement Negotiations and an employee personnel issue. No action was taken.

Mark wants to send at least one, if not two, of the full time firefighters to fire inspection school.

RES # 17-016 A motion by Hank Gibson, seconded by Vince Coia to authorize two of the full time firefighters to attend fire inspection classes at a cost of \$550.00 per person. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

The cot and load system has been installed in the ambulance and works great.

The vests from the VFW Grant has been ordered. Mark would like to wait to see the vests before ordering the next set of 5 vests using the American Legion Grant. If they are good, he will buy from the same company.

Firefighter Welch would like to go on a 6 month leave of absence to attend the Charleston Fire Academy.

RES # 17-017 A motion by Hank Gibson, seconded by Vince Coia to authorize Firefighter Michael Welch to take a six month leave of absence starting February 1, 2017. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

Squad #2411 continues to have starting problems. Sometimes the squad dies and once you restart it, it's fine again. Repeated attempts to determine problem have been inconclusive.

Tanker 2418 had to have its generator repaired at Coia's Implements. It had a bad carburetor.

The preventative maintenance check up by Buckeye Power Sales indicated a need for repair to the building generator at an estimated cost of \$1,400.00 or less..

NEW BUSINESS

TRUSTEES

The Portage County Health District issued their 4th Quarter Report. It is available to view in the Fiscal Office.

FISCAL OFFICER

RES # 17-018 A motion by Hank Gibson, seconded by Pat Artz to approve the following Purchase Order:

1. PO #112-2017 for \$500.00 to Coia Implement Sales for generator repair and misc. parts from the Fire fund.

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

RES # 17-019 A motion by Vince Coia, seconded by Hank Gibson to approve the following PO's and BC's:

1. PO #108-2017 for \$250.00 to Bob Sumerel Tire Co. for tire repairs from the Road fund.

2. PO #109-2017 for \$500.00 to Dix Communication for the part time road worker ad from the Road fund.
3. PO #110-2017 for \$500.00 to Gatto Electric Supply for supplies from the Road fund.
4. PO #111-2017 for \$1,000.00 to Bob Sumerel Tire Co. for tire replacement from the Road fund.
5. T&N PO #113-2017 for \$1,500.00 to Carter Lumber Pro for lumber and supplies from the Road fund.
6. PO #114-2017 for \$500.00 to Bennett Land Title Agency, LLC for title searches from the General 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.

ADJOURNMENT

A motion by Vince Coia, seconded by Hank Gibson to adjourn the meeting at 7:45 pm.
R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

ATTEST:

CHAIRMAN

TRUSTEE

FISCAL OFFICER

TRUSTEE