

**RAVENNA TOWNSHIP BOARD OF TRUSTEES**  
**MINUTES OF REGULAR MEETING OF FEBRUARY 14, 2017**

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The Ravenna Township Board of Trustees met in Regular Session at the Ravenna Township Trustee's Meeting Room, 6115 Spring Street, Ravenna, Ohio, on February 14, 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; Fiscal Officer Gail Pittman, Zoning Inspector/Liaison Jim DiPaola, Road Superintendent Darrell Stephens and Assistant Fiscal Officer Jon Summers. Fire Chief Mark Kozak was absent.

**REGULAR BUSINESS**

A motion by Vince Coia, seconded by Pat Artz to approve the minutes of the Regular Meeting of January 31, 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 February 7, 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 17, 2017 in the amount of \$33,529.20 and other warrants in the amount of \$7,552.83 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.

A motion by Pat Artz, seconded by Hank Gibson to approve warrant #18558 for \$4,000.00 to Portage County Solid Waste from the last meeting on January 31, 2017. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

Financial reports from the meeting of January 31, 2017 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**

None

**OLD BUSINESS:**

**TRUSTEES**

Hank and Vince talked about the NDS proposal to build a low income development off of Prospect St. It was agreed that it would not be in the best interest of the Township. There would be no tax revenue generated because it would be a non-profit ownership. It would cost the residents more in fire and road service. All the Trustees have received complaints about the proposed project from the affected neighbors. Zoning Inspector Jim DiPaola said the proposed project would be a conditionally permitted use and NDS would have to go before the Board of Zoning Appeals to get approval.

Pat said she has received a few calls complaining about the additional cost the residents would have for the recycling program. Vince thought the cost was minimal, only \$2.25/month, but he said he wasn't signing any contract until the issues of the non-dedicated roads and the handling of the collection sites for the mobile home parks were addressed and written into the contract.

**FISCAL OFFICER**

*Fiscal Officer Gail Pittman was present and reported the following:*

**RES #17-020** A motion by Vince Coia, seconded by Hank Gibson to approve and accept permanent appropriations as follows:

<b>Fund Number</b>	<b>Fund Name</b>	<b>Amount</b>
1000	General Fund	\$ 1,120,000.00
2011	Motor Vehicle License Tax	\$ 120,000.00
2021	Gasoline Tax	\$ 100,000.00
2031	Road and Bridge	\$ 550,000.00
2111	Fire Department	\$ 960,000.00
2112	Fire MVL	\$ 62.72
2181	Zoning	\$ 60,000.00
2281	Ambulance and Emergency	\$ 255,000.00
2401	Special Assessment PMHA	\$ 100.00
2402	Special Assessment Pine	\$ 500.00
2403	Special Assessment Forest	\$ 1,400.00
2404	Special Assessment Forest 3& 4	\$ 950.00
2405	Special Assessment Breakneck Creek	\$ 800.00
2901	Misc Special Revenue FEMA	\$ 100,000.00
4401	Public Works	\$ 91,500.00
4901	Misc Capital Projects	\$ 480,000.00
9002	Fire Loss Fund	\$ 0.00
9751	Private Purpose Trust	\$ 40.00
TOTAL		\$ 3,840,352.72

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:*

Kimble got us a quote for the spring cleanup. It looks like it will come in about \$16,000. Last year Universal Disposal charged us nearly \$19,000. They could do it either April 22<sup>nd</sup> or April 29<sup>th</sup>.

**RES #17-021** A motion by Vince Coia, seconded by Hank Gibson to approve a PO for \$20,000 for Kimble to do our township door to door spring cleanup on April 29<sup>th</sup>, 2017. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

Darrell said Advance Auto has given him prices on drums of oil, hydraulic fluid and Def fluid for the exhaust at about half the price he had been getting.

We need to get some more shelving for the newly expanded records room and still need two get a couple of light fixtures for the new lunch room. Gail told Darrell that there are a couple of PO's open he could use for those items.

Darrell mentioned again about the condition of Hazel being unacceptable. Jim said he has learned that the fellow that we had been in contact with for the GetGo construction is no longer with

the company. Jim will call GetGo again and find out who we need to be talking with to get the road problems addressed.

Darrell has gone through all the applications for the open part time road position and recommends we hire Tim Roen.

**RES #17-022** A motion by Vince Coia, seconded by Hank Gibson to approve hiring Timothy Roen as Part Time Road Worker at the rate of \$14.00/hour pending a clean drug test and clear driving record. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

Darrell said First Energy is having a rebate program with NOPEC for the replacement of fluorescent fixtures with LED lighting and is requesting permission to pursue it.

A motion by Vince Coia, seconded by Hank Gibson to authorize Darrell to apply for the First Energy/NOPEC rebate grant. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

Vince asked Darrell about the conditions of the roads so far this winter. He said most were good, the Hidden Brook neighborhood needs some fixing, as does Dawley. He said Peck Road is really bad and the County hasn't done anything to fix it, just posted "rough road" signs and limited the speed to 20 mph.

### **ZONING DEPARTMENT**

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

Administrative Warrants were served for 3437 St. Rt. 59 and 6491 Beery Rd. on February 2, 2017. The inspection reports have been received from the Building, Fire and Health Departments, all three found both properties to be unfit and unsafe for occupation and should be demolished. The next step is to do title searches and set a date for a public hearings.

Jim is working with the Portage County Health Department to see that the A&B Landfill on Summit Road is properly closed. The EPA has an Orphaned Landfill Program that provides funds for proper closure. We will need to provide a letter of support through a resolution when we make the application.

The Zoning Commission met on February 8, 2017 regarding dog kennels and voted to accept the approval from Portage County Regional Planning and forward the Zoning Text Amendments to the Trustees for adoption.

**RES #17-023** A motion by Pat Artz, seconded by Vince Coia to officially adopt the Zoning Text Amendments regarding dog kennels. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

The Board of Zoning Appeals will meet on March 8, 2017 to hear a request from John Paulett to operate a Home Based Business in a Planned Unit Development (PUD).

The cost estimate to install a street light at Westwood Dr. and Overview Circle was received from First Energy. The cost for a 12 foot fiberglass post top light is @ \$2,350.00 plus trenching by a private contractor and a 35 foot wood pole and light would cost \$3,100.00. Jim passed the information on to the people of the home association.

Jim gave a summary of January Zoning Department activities.

### **LIAISON**

No report.

### **FIRE DEPARTMENT**

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

The cot and load system installation in the ambulance was inspected by the BWC on Monday.

The 2017 EMS Grant has been submitted.

The test for a new full time firefighter was posted, applications will be due by Friday, 2/17/17.

**NEW BUSINESS**

**TRUSTEES**

Vince discussed the Economic Development Core team and the Trustees agreed that they would support the team monetarily.

**FISCAL OFFICER**

**RES # 17-024** A motion by Hank Gibson, seconded by Vince Coia to approve the following PO's and BC's:

1. PO #115-2017 for \$1,600.00 to Buckeye Power Sales Co. for generator repairs for from the General fund.
  2. PO #116-2017 for \$500.00 to Sherwin Williams Co. for paint and supplies from the Road fund.
  3. PO #117-2017 for \$400.00 to Kayline Co for supplies from the Fire fund.
  4. PO #118-2017 for \$500.00 to ABC Plumbing & Drain for repairs from the General fund.
- R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

**RES # 17-025** A motion by Hank Gibson, seconded by Vince Coia to approve and accept the January bank reconciliation and January monthly financial reports as presented by the fiscal officer. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

**RES # 17-026** A motion by Pat Artz, seconded by Vince Coia to approve the EMS account disposition as recommended by LifeForce on the supplemental report. 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 Pat Artz, seconded by Hank Gibson to adjourn the meeting at 8:19 pm. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

ATTEST:

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CHAIRMAN

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TRUSTEE

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FISCAL OFFICER

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TRUSTEE