

RAVENNA TOWNSHIP BOARD OF TRUSTEES
MINUTES OF REGULAR MEETING OF MARCH 14, 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 March 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, Fire Chief Mark Kozak, Zoning Inspector/Liaison Jim DiPaola and Assistant Fiscal Officer Jon Summers. Road Superintendent Darrell Stephens was absent. In the audience were Diane Smith, Greg Balbierz, Tom and Claire Hobson, and Bernie and Jim Lighton.

REGULAR BUSINESS

A motion by Vince Coia, seconded by Pat Artz to approve the minutes of the Regular Meeting of February 28, 2017. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. 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 March 17, 2017 in the amount of \$29,807.44 and other warrants in the amount of \$90,616.51 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 February 28, 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

Greg Balbierz, from the Birchwood Homeowners Association, spoke about the plan for the Spring Summit Meeting co-sponsored by the King Kennedy Center. It will be held on April 1, 2017 from 1:30 pm through 4:30 pm. He said several speakers would be there representing different organizations (e.g. the Township Fire Department, Habitat for Humanity and Restore, PARTA and Portage County Solid Waste).

Tom Hobson and his daughter Claire came to see if there might be interest allowing him to open a medical marijuana cultivation and processing plant. He is a business owner from Auburn Township. He explained some of the States requirements of this type of business. If the Township would be interested, he would need an exclusive welcome letter from the Township for his license application. He would be looking for a location or a building that he could have strict controls and security and have the opportunity for expansion. Pat Artz and Vince Coia both said they would be interested in the business for the increased tax base and would have no problem supporting the business.

A motion by Pat Artz, seconded by Vince Coia to approve the writing of a letter of support to Tom Hobson for the opening of a medical marijuana cultivation and processing plant. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, abstain. Motion Passed.

Bernie and Jim Lighton on Creekview Dr. discussed a problem they were having with a neighbor who had cars parked in the street making it difficult for them to get in and out of their driveway. Different options were discussed and the Trustees decided they would begin by sending

a letter to the neighbor stating the problems their parked cars were creating. Hopefully the situation could be resolved amicably.

OLD BUSINESS:**TRUSTEES**

Vince asked how the newly installed LED lights were working. Most of the lights have been replaced but they were still waiting on Rummel to replace a couple of ballasts.

FISCAL OFFICER

Fiscal Officer Gail Pittman was present and reported the following:

No old business.

DEPARTMENTAL REPORTS**ROAD DEPARTMENT**

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

Darrell was waiting on the estimate of building the moveable chipper box for the trucks. He should hear something towards the end of the week.

The Road department needed a PO opened for Southeastern Equipment for parts for the backhoe. Gail said she had one on the list for that purpose.

Vince said the road crew has been busy plowing half of last night and all day today. He asked about the date of the tire drop off date and time. Jon said that was set up for May 20th, 8:00 am to noon. NeoShred will be there on the same date for Shred Day, from 9:00 am until noon. Prices were the same as last year; they were charging \$100 per hour. Jon also noted that he had put that information on the website already.

ZONING DEPARTMENT

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

Mr. Vern Stevens on Harding Avenue has inquired again whether the Trustees would be interested in vacating the undedicated portion of Glenwood from Harding Ave. north to the end of road right-of-way. The Trustees said they are not opposed to the idea, but the vacated land would be affecting five different abutting lots. Mr. Stevens would need to have all of the other property owners onboard with the plan and figure out who would be paying for the expenses of the vacation.

The property at 4092 Summit Road has been foreclosed on by Portage County on March 2, 2017. It will now be advertised for Sheriff Sale.

The BZA met March 8, 2017 and granted a variance request for a home based business at 3146 Wolf Run.

We have received a comment request from Portage County Regional Planning on a replat of two (2) parcels of land at 3291 Rose St. The replat is so that the septic system can be upgraded. Pat asked whether it wouldn't be better for him to wait since there were discussions of the sewer system going into that area? Jim said Mr. Johnson has spoken with the Health Department and is aware of the situation and this is the path he chose. The Regional Planning is wanting to know whether the Township will either approve or deny the replat request.

A motion by Vince Coia, seconded by Hank Gibson to approve the replat at 3291 Rose St. R/C: Mr. Coia, yes; Mrs. Artz, no; and Mr. Gibson, yes. Motion Passed.

Jim requested a PO in the amount of \$400.00 to have 18 copies of the updated Zoning Code printed by Print and Sign Express in Ravenna. Gail said the PO is in the list.

There will be a JEDD meeting on March 22, 2017 at 11:00 am at Ravenna City Hall to approve the draft of the signup petitions and signup process.

LIAISON

Jim requested a PO for \$600.00 for two (2) 10'X15' American flags from Falls Flag and Banner. Gail said that PO is in the list too.

FIRE DEPARTMENT

Fire Chief Mark Kozak was present and reported the following:

The part time union has finally picked up the records request that they had asked for. Now we are just waiting for them to get back with us.

Mark said we had received a \$100.00 donation from the Moose for ballistic protection and CSX has approved a grant of \$1,750.00.

RES # 17-030 A motion by Hank Gibson, seconded by Vince Coia to accept the \$100.00 donation from the Moose and the \$1,750.00 grant from CSX for ballistic protection. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

Captains Sweitzer and Collins have been enrolled in Fire Instructor School.

Mark would like to hire Jacob Cellura as a Firefighter/Paramedic pending an interview with the Chief and the standard background check and physical.

RES # 17-031 A motion by Hank Gibson, seconded by Vince Coia to approve the hiring of Jacob Cellura as Firefighter/Paramedic at the rate of \$12.31/hour pursuant to the collective bargaining agreement, pending the passage of an interview and the physical and background checks. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

Mark will be out of town from March 23rd thru March 27th.

The preventive maintenance has been completed on squad #2412 and on the heart monitors.

The Open House is going to be on Saturday April 22nd. UHHS will participate with health screening. The building will be open from noon to 4:00 PM for a walk through. Mark thought it would be a good idea to mark the prices of the equipment so the residents know how much the equipment costs so they can see where their money is getting spent.

Mark said he needs to purchase new State Building Code and Fire Code books. He said the cost could be split between the Fire and Zoning Departments since the books are used for both departments..

NEW BUSINESS

TRUSTEES

Regional Planning has sent letters notifying that the County will not be receiving any block grants until 2018, but they want to get together to plan for Community Development Implementation Strategies (CDIS).

FISCAL OFFICER

RES # 17-032 A motion by Hank Gibson, seconded by Vince Coia to approve the following PO's and BC's:

- 1) PO #156-2017 for \$600.00 to Physio-Control Corp for parts from the Fire fund.

- 2) PO #157-2017 for \$2,500.00 to Southeastern Emergency Equipment Co. for EMS supplies from the EMS fund.
 - 3) PO #158-2017 for \$1,000.00 to Southeastern Equipment Co. for parts and repairs from the Road fund.
 - 4) PO #159-2017 for \$600.00 to Falls Flag and Banner for flags from the General fund.
 - 5) PO #160-2017 for \$400.00 to Print and Sign Express for printing Zoning books from the Zoning fund.
 - 6) PO #161-2017 for \$34,500.00 to Middlefield Banking for loan payment with 1 extra payment on the principal of the truck loan 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.

RES # 17-033 A motion by Pat Artz, seconded by Hank Gibson to approve the disposition of EMS accounts as recommended by LifeForce on the supplemental report. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

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

A motion by Hank Gibson, seconded by Pat Artz to suspend Regular session at 8:15 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 8:15 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, Fiscal Officer Gail Pittman, Fire Chief Mark Kozak, Zoning Inspector Jim DiPaola and Assistant Fiscal Officer Jon Summers.

A motion by Pat Artz, seconded by Vince Coia to close Executive session at 8:42 pm. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

A motion by Pat Artz, seconded by Hank Gibson to re-enter into Regular session at 8:42 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, Fiscal Officer Gail Pittman, Fire Chief Mark Kozak, Zoning Inspector 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 issue.

A motion by Hank Gibson, seconded by Vince Coia to approve the one time extension of 24 hours of vacation to Captain Collins to be used by April 15th, 2017. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

ADJOURNMENT

A motion by Pat Artz, seconded by Hank Gibson to adjourn the meeting at 8:42 pm. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

ATTEST:

CHAIRMAN

TRUSTEE

FISCAL OFFICER

TRUSTEE