

**RAVENNA TOWNSHIP BOARD OF TRUSTEES
MINUTES OF REGULAR MEETING OF APRIL 11, 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 April 11, 2017. Trustee Vince Coia called the meeting to order at 7:00 P.M.

Roll call showed the following present: Trustees Vince Coia and Pat Artz; Fire Chief Mark Kozak, Zoning Inspector/Liaison Jim DiPaola and Assistant Fiscal Officer Jon Summers. Trustee Hank Gibson, Fiscal Officer Gail Pittman and Road Superintendent Darrell Stephens were absent. Audience members included Claire and Tom Hobson, Robert Barnhart and Jeff Childers.

REGULAR BUSINESS

A motion by Pat Artz, seconded by Vince Coia to approve the minutes of the Regular Meeting of March 28, 2017. R/C: Mr. Coia, yes; Mrs. Artz, yes. Motion Passed.

Vince Coia 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 April 14, 2017 in the amount of \$47,289.86 and other warrants in the amount of \$46,199.67 with warrants over \$1,000.00 being read aloud for approval. R/C: Mr. Coia, yes; Mrs. Artz, yes. Motion Passed.

Financial reports from the meeting of March 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. Motion Passed.

AUDIENCE

Tom Hobson said they believe they've found a property that would serve them well for their new business. They needed a resolution of support for their license applications.

RES #17-040 A motion by Pat Artz, seconded by Vince Coia stating that FN Group Holdings, LLC is a proper fit for Ravenna Township and support FN Group Holdings, LLC putting a medical marijuana cultivation and processing facility in the township. R/C: Mr. Coia, yes; Mrs. Artz, yes. Motion Passed.

Robert Barnhart addressed the board and stated that he was a junior at the BioMed Academy. As part of his senior year project, he has to do some job shadowing in his chosen field of study. He would like to work for a fire department and requested that we sponsor his project. He is required to perform 360 hours of job shadowing. The Trustees asked what kind of work he would be doing as Pat was concerned about liability issues. Fire Chief Kozak said that Robert would basically be observing at fire scenes, wouldn't be involved in the EMS runs other than sitting up front, and would find some filing of reports and similar jobs. His parents have signed a waiver of liability for him. The Trustees said they liked to have local people involved in the township departments.

RES #17-041 A motion by Vince Coia, seconded by Pat Artz that, pending legal review and approval, Ravenna Township would be glad to sponsor Robert Barnhart's BioMed Academy senior year job shadowing project. R/C: Mr. Coia, yes; Mrs. Artz, yes. Motion Passed.

**OLD BUSINESS:
TRUSTEES**

Pat brought up the topic of how the county distributes the local government millage. Jack Grossel had contacted her and expressed interest in getting involved in the process. Pat said she would go to the Township meeting in May.

Pat also had received an email from NDS wanting us to renew the contract on revolving funds. It was decided to wait and table both the NDS conversation and the millage distribution discussion until the full board was able to attend.

FISCAL OFFICER

Fiscal Officer Gail Pittman was absent. Jon had nothing new to report.

DEPARTMENTAL REPORTS

ROAD DEPARTMENT

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

It was noted that a 10 hour workday during the summer schedule is the more efficient work schedule for the road department to complete their tasks and the request was made to authorize a change in the schedule effective with the next full week.

RES # 17-042 A motion by Vince Coia, seconded by Pat Artz to switch the Road crew to a 10 hour workday, Monday through Thursday schedule beginning Monday, April 17, 2017. R/C: Mr. Coia, yes; Mrs. Artz, yes. Motion Passed.

Ray said he needed to purchase a new tamper to do the preliminary work on the Dawley Road project. Both Leppo Equipment and Mascon Equipment & Supply had the model tamper that Ray suggested we purchase. Leppo had quoted \$1,690 and Mascon had a flyer with the price of \$1,485 (which included an optional water tank). Vince said to have Ray check to make sure that engine was of commercial grade.

Spring cleanup signs have been placed around the Township notifying the residents of the April 29th date of pickup.

Ray has been handling all the phone messages that have been coming to Darrell's phone. The department has been running smoothly.

RES # 17-043 A motion by Vince Coia, seconded by Pat Artz to authorize a medical leave for Darrell from March 29th through July 31, 2017 and have him paid using his accrued sick and vacation time. R/C: Mr. Coia, yes; Mrs. Artz, yes. Motion Passed.

RES # 17-044 A motion by Vince Coia, seconded by Pat Artz to appoint Ray Taylor as Interim Road Superintendent. R/C: Mr. Coia, yes; Mrs. Artz, yes. Motion Passed.

ZONING DEPARTMENT

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

Jim met with the Assistant Prosecutor and signed inspection foreclosure statements for 10 properties in the McElrath community. These are all vacant lots with dumping issues.

The Township has received a request for comment from Regional Planning on a replat by R.L and Cynthia Sanders so they can build a new single family dwelling. Vince asked Jim if there would be any issues with the roads or anything similar, Jim said no.

A motion by Pat Artz, seconded by Vince Coia to recommend an approval of the replat combining four plots into one for R.L and Cynthia Sanders on the corner of Sumner and Fairfield. R/C: Mr. Coia, yes; Mrs. Artz, yes. Motion Passed.

Claire and Tom Hobson have submitted their application to the BZA with respect to the medical marijuana facility.

Jim reminded the Trustees about the Beery Road public hearing scheduled for 6:30pm on April 25th, directly before the next Trustees' meeting.

LIAISON

Jim assisted the Fire Chief with the oral interviews of the candidates for the full time firefighter position.

FIRE DEPARTMENT

Fire Chief Mark Kozak was present and reported the following:

We are still waiting to hear from the part time union regarding the contract negotiations.

We did not receive the Ohio capital grant for replacing one of the old squads. Mark will try again on the next round.

Mark had a list of donations that needed acceptance.

RES # 17-045 A motion by Vince Coia, seconded by Pat Artz to accept the basketball hoop donated by WalMart, five computer monitors donated by Mark's father-in-law, and the OTARMA MORE grant of \$500.00. R/C: Mr. Coia, yes; Mrs. Artz, yes. Motion Passed.

The Levy Committee signs are here. They need picked up and distributed. The full time Firefighter Union is coordinating the neighborhood flyer distribution in during their off-shift time.

We are still waiting on the electrician to finish the changing of the exterior LED lights.

Part time Firefighter Gemberling has been selected to fill the full time firefighter position.

RES # 17-046 A motion by Vince Coia, seconded by Pat Artz to hire Keith Gemberling as Full Time Firefighter starting at \$13.50/hour in accordance with the CBA. His starting date will be as soon as he passes his physical exams. R/C: Mr. Coia, yes; Mrs. Artz, yes. Motion Passed.

Firefighter Kelley has requested a leave of absence for 6 months and Firefighter Dyer has requested a return from his leave of absence.

RES # 17-047 A motion by Vince Coia, seconded by Pat Artz to approve a 6 month leave of absence for Firefighter Eric Kelley effective immediately. R/C: Mr. Coia, yes; Mrs. Artz, yes. Motion Passed.

RES # 17-048 A motion by Vince Coia, seconded by Pat Artz to approve a return from leave of absence for Firefighter Benjamin Dyer effective today, April 14th, 2017. R/C: Mr. Coia, yes; Mrs. Artz, yes. Motion Passed.

Upgrades on the lighting on Tanker 2418 continue. It holds the most water and will be used on all fire calls.

Squad 2412 had to go in for repairs on the fuel injector module and control valve. While doing that they noticed 3 of the 6 injectors needed replaced. For efficiency's sake, they replaced all of them while they had the engine apart.

Squad 2411 continues to have the intermittent power problems.

Mark reminded everyone of the open house on Saturday, April 22nd from 12-4pm.

NEW BUSINESS **TRUSTEES**

Aldi's Store wishes to obtain a C-1 and C-2 liquor license but there aren't any more available for the township. They will need to transfer them from another location.

RES # 17-049 A motion by Vince Coia, seconded by Pat Artz, pending verification from legal counsel, to approve Aldi's request to transfer both a C-1 and C-2 liquor license into the Township as an economic development project. R/C: Mr. Coia, yes; Mrs. Artz, yes. Motion Passed.

The First Communications contract is ending soon. CTMS has recommended switching to a fiber optics system from Spectrum for reasons of speed and reliability. The monthly price would be about the same as currently is being paid. CTMS recommends an additional T1 line being added as a failsafe at a cost of an additional \$80/month. Spectrum thinks the additional line is unnecessary but can be added later if desired. The install fee for the new fiber line would be \$500.

RES # 17-050 A motion by Vince Coia, seconded by Pat Artz, to approve the new Spectrum contract at a price of \$540/month for a period of 60 months and an install fee of \$500.00. We will hold off on the additional T1 line for now. R/C: Mr. Coia, yes; Mrs. Artz, yes. Motion Passed.

FISCAL OFFICER

RES # 17-051 A motion by Vince Coia, seconded by Pat Artz to approve the following PO's and BC's:

- a) PO #169-2017 for \$550.00 to Myers Appliance Service & Sales for stove from the Fire fund.
- b) PO #170-2017 for \$600.00 to Chase Card Services for carbonite backup service from the General fund.
- c) PO #171-2017 for \$2,500.00 to Sarchione Ford for repairs from the Fire fund.
- d) PO #172-2017 for \$325.00 to Levinson's Uniforms for uniforms for the new hired full time fire fighter from the Fire fund.
- e) PO #173-2017 for \$4,000.00 to Sarchione Ford for vehicle repairs from the Fire fund.
- f) PO #174-2017 for \$500.00 to Witmer Public Safety Group for new hire uniforms and supplies from the Fire fund.
- g) PO #175-2017 for \$600.00 to D&M Distributors for equipment to purchase with grant funds from the Fire fund.
- h) PO #176-2017 for \$1,750.00 to Red Diamond Uniform and Policy Supply for equipment purchases with grant money from the Fire fund.
- i) PO #177-2017 for \$500.00 to Strobes N' More for misc. lights for apparatus from the Fire fund.
- j) PO #178-2017 for \$10,000.00 to Ohio Edison Co. for electricity service from the General fund.
- k) PO #179-2017 for \$6,000.00 to Dominion East Ohio for gas from the General fund.
- l) PO #180-2017 for \$2,000.00 to the Auditor of State for UAN fees from the General fund.
- m) PO #181-2017 for \$2,000.00 to City of Ravenna for water bill from the General fund.

- n) PO #182-2017 for \$431.57 to Middlefield Banking Co for interest on loan from the Fire fund.
 - o) PO #183-2017 for \$300.00 to Chase Card Services for building & fire code books from the Fire and Zoning funds.
- R/C: Mr. Coia, yes; Mrs. Artz, yes. Motion Passed.

RES # 17-052 A motion by Vince Coia, seconded by Pat Artz to approve the following PO's for the purchase of the plate tamper at either Leppo Equipment or Mascon Equipment & Supply, which ever had the commercial quality tamper at the lowest price. R/C: Mr. Coia, yes; Mrs. Artz, yes. Motion Passed.

- p) PO #184-2017 for \$1,800.00 to Leppo Equipment for tamper from the Road fund.
 - q) PO #185-2017 for \$1,600.00 to Mascon Equipment & Supply Co for tamper from the Road fund.
- R/C: Mr. Coia, yes; Mrs. Artz, yes. Motion Passed.

Financial reports have been distributed to the Trustees and department heads in Excel spreadsheets.

RES # 17-053 A motion by Vince Coia, seconded by Pat Artz to approve the EMS account disposition as recommended by LifeForce on the supplemental report. R/C: Mr. Coia, yes; Mrs. Artz, yes. Motion Passed.

ADJOURNMENT

A motion by Pat Artz, seconded by Vince Coia to adjourn the meeting at 8:26 pm. R/C: Mr. Coia, yes; Mrs. Artz, yes. Motion Passed.

ATTEST:

CHAIRMAN

TRUSTEE

FISCAL OFFICER

TRUSTEE