

RAVENNA TOWNSHIP BOARD OF TRUSTEES
MINUTES OF SPECIAL EMERGENCY MEETING OF MAY 16, 2017

The Ravenna Township Board of Trustees met in Special Emergency Session at the Ravenna Township Trustee's Meeting Room, 6115 Spring Street, Ravenna, Ohio, on May 16, 2017. Trustee Hank Gibson called the meeting to order at 5:30 P.M.

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

The purpose of the meeting is to meet with the Receiver for Grandview Cemetery, Steve Colecchi and discuss and approve any related agreements and costs. Other purposes of the Special Meeting are to discuss and approve any hiring of a road department employee and to finalize the purchase of an ambulance.

Steve Colecchi discussed his appointment as Receiver for Grandview Memorial Cemetery and explained his responsibilities in the position. He explained that the lawsuit that had been filed is a civil one and said he expects the process to last about 90 days or more. As Receiver, he has seized the assets of the corporation and the cash balance in the bank, which was about \$322. He said there are not assets of any value to the cemetery besides the property itself. He is not sure the value of the property since the corporation is a non-profit and the County Auditor's site does not list a commercial value. The house and its associated property, a little over 2 acres, were previously foreclosed and are now owned by Portage Community Bank. Grandview leased the house from Portage Community, but they broke that lease and are going through eviction process. PCB has agreed to cease the eviction process and allow him to continue to use the house for now. The land that currently has burials on it is 19 acres and divided into 8 or 9 "gardens". The other 26.9 acre lot which borders the Rootstown line is wooded and has no burials. The record system used by the cemetery is on index cards and log books. Supposedly the cemetery has a database that is up to date, but the program was written by a KSU student about 20 years ago and had no report generating abilities. Steve has no idea the number of lots or how many are used, sold and unused, or available to be sold. He has no money to pay someone to do the sorting out of all the information, so he has his work cut out for himself. He said that if people have purchased a lot, those lots will be honored. Obviously there is no money to honor the other portions of any pre-need contracts that have been sold (vaults, caskets, open and closings, etc.) He has contracted with a company to do any opening and closings, and if someone has purchased a pre-need package which included the opening and closing costs, those individuals would only be charged the actual cost for the opening and closing without any markup. He will be going through the pre-need contracts where people are currently making payments and tell those people to stop paying since he cannot honor anything other than the lots (if those individuals had paid enough to cover the lot).

Steve discussed that if the court orders the dissolution of the corporation, then he will be working hard to find a buyer for the cemetery. If no buyer can be found, then it would fall to the township to take over the cemetery. That led to a discussion of the township's responsibilities should that happen. Steve said right now the Township does not legally have any responsibilities with regard to maintenance of the cemetery, but both sides agreed that maintaining the property (mowing and trimming) is beneficial for everyone involved. Vince stated that the township does not have the equipment to mow the property, but he has found someone to mow it weekly for \$400

a mow. The Township will have to do the trimming. Steve offered to return to future meetings and provide updates as necessary. The trustees thanked him for attending the meeting and providing updates.

Hank Gibson swore in our newest firefighter, Jacob Cellura.

RES 17-082 A motion by Pat Artz, seconded by Vince Coia to continue mowing the Grandview Memorial Cemetery utilizing a subcontractor at a cost of \$400.00/mow and using our employees to trim as needed, pending working out a memorandum of understanding between the township and the Receiver of Grandview Memorial Cemetery. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

The final purchase agreement and loan documents were presented with regard to the new ambulance. The proposal includes purchasing a demo ambulance so that we do not have to wait months for a build out of a new ambulance. The chosen demo ambulance is well-equipped for our needs and can be put into service within three weeks. It is also cheaper than a newly built ambulance. The down payment for the new ambulance will come from unexpected estate tax revenue received in 2017 and the loan repayments will be made from the EMS levy to be received in 2018.

RES 17-083 A motion by Vince Coia, seconded by Hank Gibson to purchase the 2016 Ford E-450 Life Line demo ambulance from Pfund Superior Sales at the grand total purchase price of \$168,018.00 plus \$220.00 in loan application and title fees. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

RES 17-084 A motion by Vince Coia, seconded by Pat Artz to approve and accept the loan agreement as presented with Middlefield Banking Company in the amount of \$118,000.00 with a 24 month term, 3% interest and semi-annual payments beginning April 2018. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

RES 17-085 A motion by Vince Coia, seconded by Hank Gibson to approve PO #212-2017 for \$50,238.00 from the General fund to Pfund Superior Sales as down payment on the above ambulance. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

RES 17-086 A motion by Hank Gibson, seconded by Vince Coia to approve payment warrant #18830 for \$50,238.00 to Pfund Superior Sales as payment of the down payment on the ambulance. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

RES 17-087 A motion by Vince Coia, seconded by Hank Gibson to rescind RES #17-076 authorization for transfer of funds because it is no longer needed. 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 the possible employment of a Road Employee.

A motion by Pat Artz, seconded by Hank Gibson to suspend Regular session at 6:45 pm. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

A motion by Hank Gibson, seconded by Pat Artz to enter into Executive session at 6:45 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.

A motion by Hank Gibson, seconded by Pat Artz to close Executive session at 7:15 pm.
R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

A motion by Hank Gibson, seconded by Pat Artz to re-enter into Regular session at 7:15 pm.
R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

The purpose of the Executive Session was for a discussion on the possible employment of a Road Employee.

Roll call showed the following present: Trustees Vince Coia, Hank Gibson, Pat Artz, Fiscal Officer Gail Pittman.

A motion by Hank Gibson, seconded by Pat Artz to continue the seasonal employment of Tim Roen in the Road Department at \$14.00/hour for 40 hours a week with full time employment to be determined at a later date. R/C: Mr. Coia, no; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

ADJOURNMENT

A motion by Pat Artz, seconded by Vince Coia to adjourn the meeting at 7:22 pm. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

ATTEST:

CHAIRMAN

TRUSTEE

FISCAL OFFICER

TRUSTEE