

RAVENNA TOWNSHIP BOARD OF TRUSTEES
MINUTES OF REGULAR MEETING OF JULY 8, 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 July 8, 2017. Trustee Hank Gibson called the meeting to order at 10:30 A.M.

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

REGULAR BUSINESS

It was noted that this is the regular meeting rescheduled from July 5, 2017. The meeting could not be held on July 5th because only one trustee was present. On advice of legal counsel, the meeting was rescheduled to the first available date which was July 8th.

A motion by Vince Coia, seconded by Hank Gibson to approve the minutes of the Regular Meeting of June 20, 2017. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

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

A motion by Vince Coia, seconded by Hank Gibson to approve payroll warrants for July 7, 2017 in the amount of \$40,305,97 and other warrants in the amount of \$17,427.38 with warrants over \$1,000.00 being read aloud for approval. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

Financial reports from the meeting of June 20, 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; Mr. Gibson, yes. Motion Passed.

AUDIENCE

No audience members present.

OLD BUSINESS:
TRUSTEES

According to communications from Bill Steiner, the township curbside recycling contract will be ready for approval soon. One of the manufactured home parks, Modern Management of 5108 SR 59 chose not to participate in recycling. The optional to participate was given to all MH parks and residents on private roads because of accessibility issues with the recycling trucks.

RES # 17-110 A motion by Hank Gibson, seconded by Vince Coia to hire Tim Roen as full time Road department worker effective July 8, 2017 at a pay rate of \$15.00 per hour with a probation period of 6 months to commence on July 8, 2017. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

FISCAL OFFICER

Gail reminded everyone of the budget hearing date set for Monday July 10, 2017 at 5:30 pm and the HIPAA training July 18th at 6 pm.

DEPARTMENTAL REPORTS
ROAD DEPARTMENT

Interim Road Superintendent Ray Taylor was absent and Vince reported the following:

The Road Crew has been busy patching the roads and chipping brush. Ray has developed a revised road maintenance plan using a combination of paving and chipping/sealing the roads. Vince and Hank want to proceed with chip and seal for Hazel and other roads in that area. The purchase order and details of the estimate obtained will be available for approval at the next meeting.

The repairs to the Ford F-550 at Sarchione were done under warranty, no charge.

ZONING DEPARTMENT

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

The BZA met on June 21, 2017 to hear a request from the property owner at 5352 Sandra Dr. to construct an accessory building in the front of the house due to the back yard topography. The BZA approved the variance request.

Chris Meduri has informed Dominic Ciano, 5393 McCormick Road, parcel # 29-340-00-00-004-001 to bring his property into compliance. The Portage County Health Department has denied a request for a 90-day extension on the cleanup of the property.

The Township has received a notice from the Court of Common Pleas regarding 4092 Summit Road, the Dorothy Elam property. The Land Bank has been awarded the property by the Court.

The demolition of the run down structure on the Brian Stroh property, 3437 St. Rt. 59, Ravenna, OH 44266, parcel #29-308-20-00-220-000 has been completed. A lien can now be placed on the property.

RES # 17-111 A motion by Vince Coia, seconded by Hank Gibson to approve the placement of a lien in the amount of \$3,810.88 on the property located at 3437 St. R. 59, Ravenna, OH 44266, parcel #29-308-20-00-220-000, Brian Stroh owner. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

A demolition permit has been acquired for the cleanup of the Jerome Norton property, 6941 Beery Road, Ravenna, OH. The work will be done by the July 15th deadline.

Jim presented the June 2017 Monthly Zoning Report.

LIAISON

There was a negotiations meeting with the Part-Time Firefighters on June 21, 2017. The new contract was reviewed and is ready for signature by the Trustees and Firefighter's Representatives.

FIRE DEPARTMENT

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

A motion by Hank Gibson, seconded by Vince Coia to accept the Ohio EMS grant in the amount of \$3,275.00. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

RES # 17-112 A motion by Hank Gibson, seconded by Vince Coia to accept the Part Time CBA contract as presented, effective immediately. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

Firefighter Sagaser has submitted his resignation.

RES # 17-113 A motion by Vince Coia, seconded by Hank Gibson to accept the resignation of Firefighter Sagaser effective immediately. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

Firefighter Welch has asked for an extension of his leave of absence.

RES # 17-114 A motion by Vince Coia, seconded by Hank Gibson to extend the Leave of Absence for Firefighter Welch for an additional 6 months to total one year. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

The Chief would like to hire Kevin Dupec pending the usual background checks and physical.

RES # 17-115 A motion by Hank Gibson, seconded by Vince Coia to hire Kevin Dupre as a Firefighter/Paramedic at the CBA rate of \$12.31/hour pending the Chief’s interview, physical and background checks . R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

NEW BUSINESS

TRUSTEES

Vince spoke about the possible sale of property on St. Rt. 59 to Kale’s Towing.

A motion by Vince Coia, seconded by Hank Gibson to authorize an appraisal by Spalding/Emig of the property at 3149 St. Rt. 59. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

FISCAL OFFICER

RES # 17-116 A motion by Vince Coia, seconded by Hank Gibson to approve the following PO’s and BC’s: *(Note items below with ** are reissue to assign to new cost centers in budget and original PO’s were previously approved)*

- a. PO #241-2017 for \$1,000.00 to Sarchione Ford for vehicle repairs from the Road fund.
- b. PO #242-2017 for \$1,000.00 to Leppo Equipment for Bobcat brushes from the Road fund.
- c. PO #243-2017 for \$200.00 to Bond Exterminating for bee removal from the General fund.
- d. **PO #244-2017 for \$10,000.00 to Allied Corporation for road materials from the Road fund.
- e. **PO #245-2017 for \$500.00 to OK Brugmann for road materials from the Road fund.
- f. **PO #246-2017 for \$500.00 to Bertolini Trucking for road materials from the Road fund.
- g. **PO #247-2017 for \$1,000.00 to S&S Aggregate for road materials from the Road fund.
- h. **PO #248-2017 for \$5,000.00 to Ullman Oil for fuel from the Road fund.
- i. **PO #249-2017 for \$5,000.00 to Ullman Oil for fuel from the Fire fund.
- j. PO #250-2017 for \$250.00 to Clearwater Systems for water from the Road fund.
- k. PO #251-2017 for \$1,283.11 to Bureau of Workers’ Comp for return of unused Grant Proceeds from the Fire fund.

RES # 17-117 A motion by Vince Coia, seconded by Hank Gibson to authorize the establishment of fund #2282 for the EMS Levy. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

RES # 17-118 A motion by Vince Coia, seconded by Hank Gibson to approve the following changes to the appropriations for 2017:

Fund #	Description	Current Amount	Amended Amount
2401	Special Assessment-PMHA	\$ 100.00	\$ 0.00
2402	Special Assessment-Pine Ridge	\$ 500.00	\$ 0.00

2403	Special Assessment-Forest Ridge 1 & 2	\$ 1400.00	\$ 0.00
2404	Special Assessment-Forest Ridge 3 & 4	\$ 950.00	\$ 0.00
2405	Special Assessment-Breakneck	\$ 800.00	\$ 0.00

R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

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

Pursuant to R.C 121.22(g) Executive Session was requested to discuss an employee issue.

A motion by Hank Gibson, seconded by Vince Coia to suspend Regular session at 11:40 am. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

A motion by Hank Gibson, seconded by Vince Coia to enter into Executive session at 11:40 am. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

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

A motion by Hank Gibson, seconded by Vince Coia to close Executive session at 12:10 pm. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

A motion by Hank Gibson, seconded by Vince Coia to re-enter into Regular session at 12:10 pm. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

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

The purpose of the Executive Session was to discuss an employee issue. No action was taken.

ADJOURNMENT

A motion by Hank Gibson, seconded by Vince Coia to adjourn the meeting at 12:10 pm. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

ATTEST:

CHAIRMAN

TRUSTEE

FISCAL OFFICER

TRUSTEE