

**RAVENNA TOWNSHIP BOARD OF TRUSTEES
MINUTES OF REGULAR MEETING OF AUGUST 29, 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 August 29, 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, Hank T. Gibson; Fiscal Officer Gail Pittman, Fire Chief Mark Kozak, and Assistant Fiscal Officer Jon Summers. Road Superintendent Ray Taylor and Zoning Inspector/Liaison Jim DiPaola were absent. In the audience was resident Mr. Ronny Williams of 5068 State Route 59, Ravenna, Ohio.

REGULAR BUSINESS

A motion by Vince Coia, seconded by Pat Artz to approve the minutes of the Regular Meeting of August 15, 2017. R/C: Mr. Coia, yes; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

Minutes from the special meeting on August 24, 2017 will be ready for approval at the next meeting.

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 August 29, 2017 in the amount of \$42,283.88 and other warrants in the amount of \$7,717.00 with warrants over \$1,000.00 being read aloud for approval. R/C: Mr. Coia, yes; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

Financial reports from the meeting of August 15, 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; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

AUDIENCE

Mr. Williams stated that he has owned his home on 5068 State Route 59, for many years. For several months the home has been vacant and lately it has been broken into and vandalized several times. He has made reports to the County Sheriff and feels he is not getting anywhere. He asked the trustees for a streetlight to be placed in the trailer park behind his home. Vince Coia explained that the Township cannot go on private property and advised that he speak to the park manager and owner to see if he can get a resolution to this problem. Additionally, Vince said he would speak to the Sheriff's office and see if there is anything additional they can do.

OLD BUSINESS:

TRUSTEES

RES #17-135 Mr. Hank T. Gibson moved the adoption of the following resolution:

**RESOLUTION ACCEPTING THE AMOUNTS AND RATES AS DETERMINED BY
THE BUDGET COMMISSION AND AUTHORIZING THE NECESSARY TAX LEVIES AND
CERTIFYING THEM TO THE COUNTY AUDITOR.**

RESOLVED, By the Board of Trustees of Ravenna Township, Portage County, Ohio, in accordance with the provisions of law has previously adopted a Tax Budget for the next succeeding fiscal year commencing January 1, 2018; and

WHEREAS, The Budget Commission of Portage County, Ohio, has certified its action thereon to this board together with an estimate by the County Auditor of the rate of each tax necessary to be levied by this Board and what part thereof is without, and what part within, the 10 mill tax limitation; therefore, be it

RESOLVED, By the Board of Trustees of Ravenna Township, Portage County, Ohio, that the amounts and rates as determined by The Budget Commission in its certification, be and the same are hereby accepted; and be it further

RESOLVED, That there be and is hereby levied on the tax duplicate of said Township the rate of each tax necessary to be levied within and without the 10 mill limitation as follows:

**SCHEDULE A
SUMMARY OF AMOUNTS REQUIRED FROM GENERAL PROPERTY TAX
APPROVED BY BUDGET COMMISSION AND COUNTY AUDITORS ESTIMATED TAX
RATES**

Fund	Amount Approved By Budget Commission Inside 10 Mill Limit	Amount To Be Derived From Levies Outside 10 Mill Limit	County Auditor's Estimate Of Tax Rate To Be Levied	
			Inside 10 Mill Limit	Outside 10 Mill Limit
General Fund	\$150,930	\$243,871	1.10	3.50
Road And Bridge	\$274,418		2.00	
Police Protection				
Fire Protection	\$41,163	\$617,143	0.30	5.00
Recreation Levy				
Bond Retirement				
Ambulance And EMS		\$274,418		2.00

**SCHEDULE B
LEVIES OUTSIDE 10 MILL LIMITATION**

Levy Purpose	Date Of Vote And Duration Of Levy	Maximum Rate Authorized To Be Levied	County Auditor's Estimate Of Yield Of Levy
GENERAL	11/3/2015 5 YEAR	3.50	\$243,871
FIRE PROTECTION	11/3/2015 5 YEAR	5.00	\$617,143
AMBULANCE AND EMS	05/2/2017 5 YEAR	2.00	\$274,418

And be it further resolved, that the Fiscal Officer of this Board be and is hereby directed to certify a copy of this resolution to the County Auditor of said County

Mr. Vince Coia seconded the resolution and the role being called upon its adoption the vote resulted as follows:

Mr. Hank T Gibson	yes
Mr. Vince Coia	yes

RES #17-137 a motion by Hank T Gibson, seconded by Vince Coia, to permit firefighter Wolf a leave of absence for six months effective immediately. R/C: Mr. Coia, yes; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

Mark is waiting to hear about the pump testing schedule for this year.

Mark requested authorization to get another quote from someone else to install the lights and sirens because the chosen vendor is very busy and has not yet worked on our project. The trustees authorized that he get another quote.

NEW BUSINESS

TRUSTEES

No new business.

FISCAL OFFICER

RES #17-138 A motion by T Gibson, seconded by Vince Coia to approve the following PO's and BC's

Date	Amount	Fund	Vendor	purpose
8/18/17	\$300	General	Municipal signs	Parking lot signs
8/22/17	\$100	Road	Clearwater systems	Water
8/28/17	\$15,000	General	Ohio Edison	Electricity
8/28/17	\$1000	General	Shorts funeral home	Indigent burial
8/28/17	\$4000	Road	Seal master	Crack seal supplies
8/28/17	\$1000	Fire	Ohio CAT	Pump testing
8/29/17	\$1000	Road	Advance auto parts	Supplies and fluids
8/29/17	\$500	Fire	Kayline company	Supplies
8/29/17	\$500	Fire	Advantage Eq. Company	Gear washer cleaner
8/29/17	\$500	Fire	Sarchione Ford	M ISC. Repairs
8/29/17	\$1000	EMS 2281	Southeastern Eq	EMS supplies

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

RES #17-139 a motion by Hank T Gibson, seconded by Pat Artz, to approve a purchase order in the amount of \$150 from the fire fund to Coia Implements for miscellaneous repairs. R/C: Mr. Coia, abstain; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

A motion by Hank T. Gibson, second by Vince Coia to approve and accept July bank reconciliation and monthly reports as presented by Fiscal Officer. R/C: Mr. Coia, yes; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

Lighting District assessments for the tax year 2017, to be collected in 2018 were presented and discussed. It was determined that the assessments would be certified for one year right now until additional information can be obtained in order to certify for five years in the future.

RES #17-140

RESOLUTION

“To determine the cost and owner assessments for the Forest Ridge Lighting District, Phase one (1) and two (2) located in Ravenna Township, for the tax year of 2017 with collection in 2018”

The Ravenna Township Board of Trustees, Portage, County, Ohio met in Regular Session on August 29, 2017 in the Trustee’s meeting room located at 6115 S Spring Street, Ravenna Township, Ohio with the following members present:

Vince Coia Hank T. Gibson Pat Artz

Vince Coia moved the adoption of the following resolution:

WHEREAS the Board of Trustees of Ravenna Township, in a legally convened meeting, voted to create the lighting district called the Forest Ridge Lighting District Phase 1 and 2 and which will consist of sixty eight (68) lots and twenty one (21) street lamps and,

WHEREAS the cost of this lighting district was to be assessed to the lot owners of record and,

WHEREAS the electrical power provider, First Energy Corporation, has provided the following cost estimate:

\$5.00/month/100 Watt light,

RESOLVED that the yearly cost will be assessed to the lot owner of record as indicated on the Special Assessment form provided by the Portage County Auditors Office

Trustee Hank Gibson seconded the motion and the roll call on the question of its adoption. The vote was as follows:

Hank T. Gibson - _____	<u>yes</u>
Vince Coia – _____	<u>yes</u>
Pat Artz – _____	<u>yes</u>

Adopted: August 29, 2017

RES #17-141

RESOLUTION

“To determine the cost and owner assessments for the Forest Ridge Lighting District, Phase three (3) and four (4) located in Ravenna Township, for the tax year of 2017 with collection in 2018”

The Ravenna Township Board of Trustees, Portage, County, Ohio met in Regular Session on August 29, 2017 in the Trustee’s meeting room located at 6115 S Spring Street, Ravenna Township, Ohio with the following members present:

Vince Coia Hank T. Gibson Pat Artz

WHEREAS the electrical power provider, First Energy Corporation, has provided the following cost estimate:

\$5.00/month/100 Watt light,

RESOLVED that the yearly cost will be assessed to the lot owner of record as indicated on the Special Assessment form provided by the Portage County Auditors Office

Trustee Hank Gibson seconded the motion and the roll call on the question of its adoption. The vote was as follows:

Hank T. Gibson - _____	<u>yes</u>
Vince Coia – _____	<u>yes</u>
Pat Artz – _____	<u>yes</u>

Adopted: August 29, 2017

RES #17-143

RESOLUTION

“To determine the cost and owner assessments for the Pine Ridge Estates Lighting District located in Ravenna Township, for the tax year of 2017 with collection in 2018”

The Ravenna Township Board of Trustees, Portage, County, Ohio met in Regular Session on August 29, 2017 in the Trustee’s meeting room located at 6115 S Spring Street, Ravenna Township, Ohio with the following members present:

Vince Coia	Hank T. Gibson	Pat Artz
------------	----------------	----------

Vince Coia moved the adoption of the following resolution:

WHEREAS the Board of Trustees of Ravenna Township, in a legally convened meeting, voted to create the lighting district called the Pine Ridge Estates District and which will consist of twenty eight (28) lots and eight (8) street lamps and,

WHEREAS the cost of this lighting district was to be assessed to the lot owners of record and,

WHEREAS the electrical power provider, First Energy Corporation, has provided the following cost estimate:

\$5.00/month/100 Watt light,

RESOLVED that the yearly cost will be assessed to the lot owner of record as indicated on the Special Assessment form provided by the Portage County Auditor’s Office

Trustee Hank Gibson seconded the motion and the roll call on the question of its adoption. The vote was as follows:

Hank T. Gibson - _____ yes
Vince Coia – _____ yes
Pat Artz – _____ yes

Adopted: August 29, 2017

RES #17-144 **RESOLUTION**

“To determine the cost and owner assessments for the Reserves of Breakneck Creek Lighting District located in Ravenna Township, for the tax year of 2017 with collection in 2018”

The Ravenna Township Board of Trustees, Portage, County, Ohio met in Regular Session on August 29, 2017 in the Trustee’s meeting room located at 6115 S Spring Street, Ravenna Township, Ohio with the following members present:

Vince Coia Hank T. Gibson Pat Artz

Vince Coia moved the adoption of the following resolution:

WHEREAS the Board of Trustees of Ravenna Township, in a legally convened meeting, voted to create the lighting district called the Reserves of Breakneck Creek Lighting District and which will consist of forty five (45) lots and two (2) street lamps and,

WHEREAS the cost of this lighting district was to be assessed to the lot owners of record and,

WHEREAS the electrical power provider, First Energy Corporation, has provided the cost estimate:

\$5.00/month/100 Watt light,

RESOLVED that the yearly cost will be assessed to the lot owner of record as indicated on the Special Assessment form provided by the Portage County Auditor’s Office

Trustee Hank Gibson seconded the motion and the roll call on the question of its adoption. The vote was as follows:

Hank T. Gibson - _____ yes
Vince Coia – _____ yes
Pat Artz – _____ yes

Adopted: August 29, 2017

RES #17-145

RESOLUTION

“To determine the cost and owner assessments for the Forest Ridge Lighting District, Phase five (5) located in Ravenna Township, for the tax year of 2017 with collection in 2018”

The Ravenna Township Board of Trustees, Portage, County, Ohio met in Regular Session on August 29, 2017 in the Trustee’s meeting room located at 6115 S Spring Street, Ravenna Township, Ohio with the following members present:

Vince Coia Hank T. Gibson Pat Artz

Vince Coia moved the adoption of the following resolution:

WHEREAS the Board of Trustees of Ravenna Township, in a legally convened meeting, voted to create the lighting district called the Forest Ridge Lighting District Phase 5 and which will consist of twenty nine (29) lots and seven (7) street lamps and,

WHEREAS the cost of this lighting district was to be assessed to the lot owners of record and,

WHEREAS the electrical power provider, First Energy Corporation, has provided the following cost estimate:

\$5.00/month/100 Watt light,

RESOLVED that the yearly cost will be assessed to the lot owner of record as indicated on the Special Assessment form provided by the Portage County Auditor’s Office

Trustee Hank Gibson seconded the motion and the roll call on the question of its adoption. The vote was as follows:

Hank T. Gibson - _____	<u>yes</u>
Vince Coia – _____	<u>yes</u>
Pat Artz – _____	<u>yes</u>

Adopted: August 29, 2017

Financial reports will be distributed to the Trustees and department heads in Excel spreadsheets at a later date.

The Trustees would like to acknowledge and thank Sarah DiPaola for putting together the Township’s display for the Portage County Randolph Fair. Sarah has volunteered to do this for the Township for several years and always does a fantastic job; and we thank her for all of her efforts.

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

A motion by Hank Gibson, seconded by Vince Coia to suspend Regular session at 8:26 pm. 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 8:26 pm. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

Roll call showed the following present: Trustees Vince Coia, Hank Gibson, Pat Artz, Fiscal Officer Gail Pittman, Fire Chief Mark Kozak, Jon Summers.

A motion by Vince Coia, seconded by Hank Gibson to close Executive session at 8:56 pm. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

A motion by Vince Coia, seconded by Hank Gibson to re-enter into Regular session at 8:56 pm. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

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

The purpose of the Executive Session was to discuss an employee attendance issue.

RES #17-146 A motion by Vince Coia, seconded by Pat Artz, to approve hiring a full time firefighter pending interviews and all the related requirements. R/C: Mr. Coia, yes; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

ADJOURNMENT

A motion by Hank Gibson, seconded by Vince Coia to adjourn the meeting at 9:00 pm. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

ATTEST:

CHAIRMAN

TRUSTEE

FISCAL OFFICER

TRUSTEE