

RAVENNA TOWNSHIP BOARD OF TRUSTEES
MINUTES OF REGULAR MEETING OF SEPTEMBER 26, 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 September 26, 2017. Trustee Hank Gibson called the meeting to order at 7:01 P.M.

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

REGULAR BUSINESS

A motion by Vince Coia, seconded by Hank Gibson to approve the minutes of the Regular Meeting of September 12, 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 September 29, 2017 in the amount of \$36,570.35 and other warrants in the amount of \$57,816.80 with warrants over \$1,000.00 being read aloud for approval. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

AUDIENCE

Hank swore in Firefighters Joseph Boal Jr. and Jason Myers.

OLD BUSINESS:

TRUSTEES

The Trustees mentioned that they had participated in the Balloon A-Fair held on the previous weekend. The weather was beautiful and the parade was good. Mark commented that the Fire Department was very busy on that Saturday also. They had seven calls, two of them at the Balloon A-Fair.

The Trustees said they had heard from Bill Steiner and the recycling program is set to start in November.

FISCAL OFFICER

DEPARTMENTAL REPORTS

ROAD DEPARTMENT

Road Superintendent Ray Taylor reported the following:

Dawley Road paving has been completed by Perrin Asphalt. They did a great job. Berming and striping of the road is the only parts left to do.

Ray said he needed to place an order for signs from Municipal Signs. The PO's on the book aren't enough to cover the order, so he requested an additional PO.

The Road Crew is working on repairing catch basins on Hidden Brook and Halwick Drives.

The catch basin and forty foot of 10" drain pipe has been installed on Meadow Brook for the residents to tie into.

Ray presented a list of the all the culvert repairs done to date this year with an estimated cost of \$2,554.00.

ZONING DEPARTMENT

Zoning Inspector/Liaison Jim DiPaola reported the following:

The Board of Zoning Appeals met on September 13, 2017 to hear a request from Neighborhood Development Services for a Conditional Use of a multi-family housing project at 5536 S. Prospect Street. The BZA denied the Conditional Use Request. The applicant has until October 13, 2017 to file an appeal in court.

The JEDD Board held a public meeting on September 21, 2017 from 7 pm to 9 pm at the Reed Memorial Library to explain the JEDD to the property and business owners on St. Rt. 59. Four property and/or business owners attended and three have agreed to sign petitions to be in the JEDD. The next step will be a mailing and door to door sign up. The Trustees asked how many people would need to sign up for the JEDD to pass. Jim said they needed 51% of the 78 property/business owners (i.e. 40 signatures).

Jim asked to Trustees to authorize forwarding 3 violations to the Prosecutor's office.

RES # 17-155 A motion by Vince Coia, seconded by Hank Gibson to authorize the submission of 2017 VIO 02, 6060 Lakewood Road, Ravenna, OH 44266 parcel #29-343-00-00-031-000 and 2017 VIO 03, 6070 Lakewood Road, Ravenna OH 44266, parcel #29-343-00-00-029-000 to the Portage County Prosecutor for compliance. Robert Heckert is the owner of both properties. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

RES # 17-156 A motion by Vince Coia, seconded by Hank Gibson to authorize the submission of 2017 VIO 11, 6214 Morgan Road, Ravenna, OH 44266 parcel #29-308-10-00-116-000, Thomas Campbell to the Portage County Prosecutor for compliance. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

Jim said there are several positions on the Board of Zoning Appeals and Zoning Commission that need to be re-appointed.

RES # 17-157 A motion by Hank Gibson, seconded by Vince Coia to reappoint Claire Moore to the Board of Zoning Appeals for a five (5) year term beginning October 16, 2017 thru October 16, 2022. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

RES # 17-158 A motion by Vince Coia, seconded by Hank Gibson to reappoint Beverly Kibbler to the Zoning Commission for a five (5) year term beginning October 16, 2017 thru October 16, 2022. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

RES # 17-159 A motion by Hank Gibson, seconded by Vince Coia to reappoint Ruth Schell to the Zoning Commission for a five (5) year term beginning November 7, 2017 thru November 7, 2022. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

Jim asked for permission to attend the Planning and Zoning Workshop on October 27, 2017.

A motion by Hank Gibson, seconded by Vince Coia to authorize Jim to attend the Planning and Zoning Workshop on October 27, 2017 at a one-day seminar in Mayfield Village, OH at a cost of \$150.00. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

LIAISON

Jim has continued to work with Mark on the Fire Dept. Standard Operating Guidelines and other fire department projects.

FIRE DEPARTMENT

Fire Chief Mark Kozak was present and reported the following:

Mark asked for and was granted permission to write for the MARCS Grants.

We're still waiting for the BWC grant funds to be received.

The AFG Grant items have been ordered.

The ceiling fans for the upper bays have been ordered.

RES # 17-160 A motion by Hank Gibson, seconded by Vince Coia to hire Nick Miller as a recruit at the rate of \$9.00/hour pending peer interview, drug screen and background check. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

Pump testing has been scheduled for October 4th.

Firefighter Wolf is requesting to come back from his leave of absence.

RES # 17-161 A motion by Hank Gibson, seconded by Vince Coia to reinstate Firefighter Wolf from his leave of absence, effective October 1, 2017 R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

Captain Sweitzer requests to do Swift Water II training. The Trustees said they do not want to do this right now. They will re-visit the request next year.

The paperwork for requesting reimbursement from FEMA for the Task Force 1 deployment of Captain Sweitzer to Houston during hurricane Harvey is completed.

RES # 17-162 A motion by Vince Coia, seconded by Hank Gibson authorize and approve the request for funds in the amount of \$11,750.00 from FEMA for Task Force 1 reimbursement. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

NEW BUSINESS

TRUSTEES

Vince spoke to Jim about a person who wants to do a homebased business in the Township.

Vince said he is going to attend a Sunshine Law training session offered at the Akron Public Library.

FISCAL OFFICER

RES # 17-163 A motion by Vince Coia, seconded by Hank Gibson to approve the following PO's and BC's

- a. PO #295-2017 for \$10,000.00 to Ohio Insurance Services Agency for group insurance from the Fire Fund
- b. PO #296-2017 for \$1,000.00 to CTMS for IT services from the Fire fund.
- c. PO #297-2017 for \$500.00 to Municipal Signs & Sales for signs from the Road fund.
- d. PO #298-2017 for \$500.00 to Walmart Community for cleaning and misc supplies from the Road fund.
- e. PO #299-2017 for \$275.00 to Levinson's Uniforms for uniforms for Dyer from the Fire fund.
- f. PO #300-2017 for \$275.00 to Levinson's Uniforms for uniforms for Schmitz from the Fire fund.
- g. PO #301-2017 for \$275.00 to Levinson's Uniforms for uniforms for Spraggins from the Fire fund.
- h. PO #302-2017 for \$325.00 to Levinson's Uniforms for uniforms for new FT FF Bennett from the Fire fund.
- i. PO #303-2017 for \$250.00 to Route 14 Embroidery for uniforms from the Fire fund.

- j. PO #304-2017 for \$500.00 to Witmer Public Safety Group for uniforms from the Fire fund.
 - k. PO #305-2017 for \$1,000.00 to Witmer Public Safety Group for PT uniforms from the Fire fund.
 - l. PO #306-2017 for \$800.00 to Auditor of State, Dave Yost for UAN fees from the General fund.
- R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

RES # 17-164 A motion by Vince Coia, seconded by Hank Gibson to authorize LifeForce to send delinquent accounts to the Attorney General for collection. R/C: Mr. Coia, Mr. Gibson, yes. Motion Passed.

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

A motion by Hank Gibson, seconded by Vince Coia to authorize reimbursement of registration and mileage expenses to Gail Pittman for Fiscal Officer training sponsored by the State Auditor in October, 2017. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

A motion by Hank Gibson, seconded by Vince Coia to approve and accept the August bank reconciliation and financial reports as presented by the Fiscal Officer. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

Renewal premium information has been received for dental/vision/life insurances. The dental premium will decrease by 3%, the vision and life will remain the same.

The proposal for the IPA who performs our bi-annual audits for the next several years is out for bid.

ADJOURNMENT

A motion by Vince Coia, seconded by Hank Gibson to adjourn the meeting at 7:56 pm. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

ATTEST:

CHAIRMAN

TRUSTEE

FISCAL OFFICER

TRUSTEE