

**RAVENNA TOWNSHIP BOARD OF TRUSTEES**  
**MINUTES OF REGULAR MEETING OF OCTOBER 10, 2017**

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The Ravenna Township Board of Trustees met in Regular Session at the Ravenna Township Trustee's Meeting Room, 6115 Spring Street, Ravenna, Ohio, on October 10, 2017. Trustee Hank Gibson called the meeting to order at 7:02 P.M.

Roll call showed the following present: Trustees Vince Coia, Pat Artz and 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. In the audience was Mrs. Norma Stikes.

**REGULAR BUSINESS**

A motion by Vince Coia, seconded by Hank Gibson to approve the minutes of the Regular Meeting of September 26, 2017. R/C: Mr. Coia, yes; Mrs. Artz, yes; and 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 October 13, 2017 in the amount of \$52,891.01 and other warrants in the amount of \$6,191.86 with warrants over \$1,000.00 being read aloud for approval. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

**AUDIENCE**

Mrs. Stikes came to thank Mrs. Artz for coming to the Zoning meeting and speaking against the variance requested by NDS for the development planned off Prospect St.

**OLD BUSINESS:**  
**TRUSTEES**

The Trustees signed the recycling program contract that was approved at the August 29<sup>th</sup> meeting.

**RES # 17-165** A motion by Vince Coia, seconded by Pat Artz to approve and accept the Agreement for Purchase of Salt from the Ravenna City/ODOT Salt Consortium effective October 1, 2017 at a rate of \$34.75/ton. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

Hank said he saw Mr. Colecchi and asked about updates on Grandview Memorial Cemetery. It sounds like the Township will most likely end up with the ownership of the cemetery.

**FISCAL OFFICER**

Gail reported on the local government funds distribution group. There has been no agreement between the parties on how to divide the funds. Many other townships have passed a resolution requesting the Budget Commission adopt the formula presented by the township committee that utilizes a base plus per unit amount. The amount per unit represents population of the jurisdiction. There was discussion of the resolution.

**RES # 17-166** A motion by Pat Artz, seconded by Hank Gibson to approve and adopt the following resolution :

**Resolved,** that the Board of Ravenna Township Trustees does hereby request that the Portage County Budget Commission distribute Local Government Funds to the Township, Cities,

and Villages of Portage County based on the attached formula (marked as exhibit A) for a period of ten years effective 2019 through 2028; and be it further

**Resolved,** that the formula would guarantee a base of Fifteen thousand and 00/100 dollars (\$15,000.00) for all communities except the Village of Sugar Bush Knolls with a base of Five thousand and 00/100 dollars (\$5,000.00) and the Village of Mogadore with a base of Negative Five thousand and 00/100 dollars (-\$5,000.00); and be it further

**Resolved,** that the remainder of the funds be distributed to each community on a per capita basis; and be it further

**Resolved,** that the Board of Ravenna Township Trustees would agree to a three (3) year implementation of the formula to lessen an immediate impact on the City and Village Communities; and be it further

**Resolved,** that the Board of Ravenna Township Trustees hereby appreciates and thanks the Portage County Board of Commissioners for acknowledging the disparity in funding to the communities and agrees to take a percentage portion of 35% in lieu of 39.8%; and be it further

**Resolved,** that the Board of Ravenna Township Trustees finds and determines that all formal actions of the Board concerning and relating to the adoption of this resolution were taken in an open meeting of the Board and that all deliberations of the Board that resulted in those formal actions were in meeting open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

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

## **DEPARTMENTAL REPORTS**

### **ROAD DEPARTMENT**

*Road Superintendent Ray Taylor reported the following:*

Perrin Asphalt has submitted their invoice for the Dawley Road paving project. It came in at \$122,920.00 which is \$21,080.00 lower than the original bid price. Berming and striping of the road still needs completed.

All the trucks are in the process of being serviced in preparation for winter. Plows have been brought up to the garage. They still need to get the spreaders brought up and serviced.

Road signs have been ordered from Municipal Signs.

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

The oil pan on the International truck was leaking. They repaired it for under \$75.00; a new one would have cost \$375.00.

### **ZONING DEPARTMENT**

*Zoning Inspector/Liaison Jim DiPaola reported the following:*

The Board of Zoning Appeals will meet on October 11, 2017 to hear a request from Millcraft Barns to install a second building mounted sign at 2603 St. Rt. 59.

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

**RES # 17-167** A motion by Pat Artz, seconded by Hank Gibson to authorize the submission of 2017 VIO 15, 3001 St. Rt. 59, Ravenna, OH 44266 parcel #29-352-00-00-025-000, Davood Haghghi to the Portage County Prosecutor for compliance. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

**RES # 17-168** A motion by at Pat Artz, seconded by Hank Gibson to authorize the submission of 2017 VIO 16, 2907/2899 St. Rt. 59, Ravenna, OH 44266 parcel #29-352-00-00-022-000, Davood Haghighi to the Portage County Prosecutor for compliance. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

The properties at 6364 & 6368 Woodlawn and 6375 Roselawn have been sold and the deeds transferred. The new owner will begin work this year to evaluate and repair the properties.

Jim presented the September monthly Zoning report.

### **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:*

**RES # 17-169** A motion by Hank Gibson, seconded by Vince Coia to declare the old 2411 ambulance surplus and have it sold on GovDeals.com. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

Mark discussed the quote for the upgrades on the garage door openers.

**RES # 17-170** A motion by Hank Gibson, seconded by Vince Coia to accept the quote for \$4,264.00 from Overhead Door for upgrading the garage doors in the fire bays. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

University Hospitals sent a contract for doing drug testing.

**RES # 17-171** A motion by Hank Gibson, seconded by Vince Coia to accept the drug testing contract from UHHS. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

Firefighters Kelley and Large have submitted their resignations.

**RES # 17-172** A motion by Hank Gibson, seconded by Vince Coia to accept the resignations of Firefighters Kelley and Large effective immediately. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

### **NEW BUSINESS**

#### **TRUSTEES**

A motion by Hank Gibson, seconded by Vince Coia to set Trick or Treat in the Township as Saturday, October 28<sup>th</sup>, from 3:00 pm to 6:00 pm. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

Gail said NOPEC is having a general assembly meeting on November 14, 2017 if anyone is interested in attending. They would like only one RSVP from each community, so let Jon know if you are planning to attend before October 20<sup>th</sup> and he will send in the RSVP.

### **FISCAL OFFICER**

**RES # 17-173** A motion by Hank Gibson, seconded by Vince Coia to approve the following PO's and BC's

- a. PO #307-2017 for \$10,000.00 to Overhead Door Co. of Akron for bay door improvements from the Misc. Capital Projects Fund

- b. PO #308-2017 for \$275.00 to Red Diamond Uniform and Police Supply for uniform allowance for firefighter Dix from the Fire fund.
- c. PO #309-2017 for \$15,469.65 to Hastings Air-Energy Control, Inc. for vent system w/BWC grant from the Fire fund.
- d. T&N PO #310-2017 for \$12.30 to Auditor of State, Dave Yost for audit fee from the General fund.
- e. PO #311-2017 for \$1,500.00 to Auditor of State, Dave Yost from audit and related fees from the General fund.
- f. BC #20-2017 for \$500.00 from the Fire Fund on acct 2111-220-490 Other Supplies and Materials.  
R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

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

**RES # 17-174** A motion by Hank Gibson, seconded by Vince Coia to adjust the appropriation budget for 2017 as follows:

Fund #2901 FEMA grant money from \$100,000.00 to \$26,653.00, a reduction of \$73,347.00. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

**ADJOURNMENT**

A motion by Hank Gibson, seconded by Vince Coia to adjourn the meeting at 7:40 pm. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

ATTEST:

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CHAIRMAN

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TRUSTEE

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FISCAL OFFICER

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TRUSTEE