

**RAVENNA TOWNSHIP BOARD OF TRUSTEES**  
**MINUTES OF REGULAR MEETING OF APRIL 10, 2018**

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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 April 10, 2018. Trustee Vince Coia called the meeting to order at 7:00 P.M.

Roll call showed the following present: Trustees Vince Coia, Pat Artz, Zoning Inspector Jim DiPaola, Fire Captain Ken Blubaugh, Road Superintendent Ray Taylor and Assistant Fiscal Officer Jon Summers. Trustee Hank Gibson and Fiscal Officer Gail Pittman were absent. The audience consisted of David and Paula Briggs, Michael Miller, Lois and Dave Yost.

**AUDIENCE**

David and Paula Briggs discussed a problem with their niches at Grandview Cemetery. They had purchased two niches back in 2005 and had plaques on each one. One of the plaques has been removed, the niche resold to another individual, and their one remaining niche has a double name plaque on it. They asked if the Trustees would be able to give them their niche back and have the other person relocated, it is unused at this point. Vince said it is very unfortunate that these issues have occurred, but they were done prior to the Township owning the cemetery. The best the Township could do at this point is to provide two adjoining niches on the opposite side of the columbarium, or on the lower level of the same side. The Briggs said they had picked the specific spots so it would be facing the lake. They didn't want the lower level because the grass trimmings would be constantly thrown up on the niches. Pat said she has talked to our legal counsel and we are told that we cannot move anybody's spot around. If the Briggs would like to contact the current owners of the niche, and they are willing to switch things around, then the Township would be more than happy to do it then. Ray said he would talk with our cemetery clerk to get the names of the current owners.

Michael Miller, a Rootstown resident, lives on Bent Oak Trail and his property backs right up to Grandview Cemetery. In the past he has mowed into the cemetery property a bit to maintain the vegetation from encroaching onto his property. He asked whether that would be a problem now that it was Township property. Vince said that for liability reasons, he could not tell him that he would be allowed to do that. Mr. Miller than inquired whether the lot owners adjoining the cemetery would be able to purchase parts of the cemetery. Vince said that may be an option down the road. At this point we have verified that we are able to lease out a portion of the property for agricultural use. If Mr. Miller would get all the property owners on board with his idea, the idea may be entertained at that point, but the Township would not be interested in selling a piecemeal patchwork of properties.

Dave Yost asked whether there had been any movement on the leasing of the portion of the cemetery property. Vince said we have yet to advertise it.

**REGULAR BUSINESS**

Approval of the minutes of the Regular Meeting of March 27, 2018 was tabled until the next meeting.

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

A motion by Vince Coia, seconded by Pat Artz to approve payroll warrants for April 13, 2018 in the amount of \$55,414.27 and other warrants in the amount of \$9,466.79 with warrants over \$1,000.00 being read aloud for approval. R/C: Mr. Coia, yes; Mrs. Artz, yes. Motion Passed.

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

None

**FISCAL OFFICER**

*Fiscal Officer Gail Pittman was absent and Jon reported the following:*

None

**DEPARTMENTAL REPORTS****ROAD DEPARTMENT**

*Road Superintendent Ray Taylor reported the following:*

The OTARMA More grant has been approved for the purchase of (4) 2-way radio's from Grainger. They will send the check out in May sometime. Ray said he'd like to go ahead and order the radios. The Trustees said that would be fine pending Gail approving the money for it. Jon said he will see if the PO isn't already on the books.

The road crew have been filling pot holes and picking up some brush bags when they come across them. They are getting the chipper ready to begin the chipping season the beginning of May.

The city is having a free mulch/soil give a way day on April 28<sup>th</sup>, all Township residents are welcome. It will be at the lot on Lake St between 8:00 and noon. That is the same time as our tire clean up day. Ray would like to send one of our guys to the city to help them out since the city helps us a lot by taking the chipped brush. The Trustees thought that was a good idea.

**GRANDVIEW**

There have been two burials since the last meeting.

Romea Roofing is coming Friday to put the new roof on the mausoleum.

We need another PO for Shelly for additional limestone. Jon said there is one on the list already. Ray said he is about 65% finished on the driveways at the cemetery.

Ray requested the Township open an account with Menard's in Warren. He is able to get paneling for the mausoleum at a good price there.

A motion by Vince Coia, seconded by Pat Artz to approve the sextant opening an account with Menard's for paneling for the inside mausoleum walls. R/C: Mr. Coia, yes; Mrs. Artz, yes. Motion Passed.

Ray met with Hartong Electric regarding the electric line running to the mausoleum. It currently runs from the house that is not owned by the Township. If we want electric out there, we will need to run it from the road. The Trustees indicated that they are not interested in doing that.

Ravenna High School is sending eight to ten students on May 11<sup>th</sup>, from 9:00 am to 1:00 pm, to help mulch, trim, paint, etc. in preparation of Memorial Day. Dave Yost offered to donate the mulch for the cemetery, which the Trustees gladly accepted. Ray said he would get with him to determine how much would be necessary.

We will be putting in about 6 footers towards the end of April once the weather improves.

**ZONING DEPARTMENT**

*Zoning Inspector Jim DiPaola reported the following:*

The Zoning Commission will meet on April 18, 2018 at 7:00 pm to work on updating the Zoning Code.

Jim attended a meeting with Todd Peetz, Portage County Health, Portage County Water Resources and Ravenna City Engineer's office to discuss sewer and septic issues in the Bryn Mawr and Seabury Drive neighborhood. They may possibly have a partial solution for that neighborhood to help with the costs. Jim will have more details if it works out.

Jim presented the March 2018 Zoning Report.

### **FIRE DEPARTMENT**

*Fire Chief Mark Kozak was absent and Ken Blubaugh reported the following:*

Mark is waiting to hear about the status of multiple grants.

New firefighters are continuing to be trained.

March was a busy month. Ken presented March's monthly report.

### **NEW BUSINESS**

#### **TRUSTEES**

The Portage County Health District's 1 Quarter Report for 2018 has been received and is available down in the Fiscal Office for anyone interested in viewing it.

Pat asked how many people were at the calling hours for Jack Schafer. Vince said it was filled to capacity.

### **FISCAL OFFICER**

**RES # 18-048** A motion by Hank Gibson, seconded by Pat Artz to approve the following PO's and BC's :

- a. T&N PO #205-2018 for \$1,995.32 to Shelly Materials, Inc for limestone for the cemetery from the Grandview fund
- b. PO #206-2018 for \$5,000.00 to Dominion East Ohio for natural gas from the General fund
- c. PO #207-2018 for \$1,000.00 to Shelly Materials, Inc for limestone from the Grandview fund
- d. PO #208-2018 for \$1,000.00 to Central Allied Enterprises for cold patch from the Road fund
- e. PO #209-2018 for \$1,000.00 to Menard, Inc for supplies for the mausoleum from the Grandview fund

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

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

**ADJOURNMENT**

A motion by Vince Coia, seconded by Pat Artz to adjourn the meeting at 7:53 pm. R/C: Mr. Coia, yes; Mrs. Artz, yes. Motion Passed.

ATTEST:

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TRUSTEE CHAIR

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TRUSTEE

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FISCAL OFFICER

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TRUSTEE