

**RAVENNA TOWNSHIP BOARD OF TRUSTEES  
MINUTES OF REGULAR MEETING OF JUNE 19, 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 June 19, 2018. Trustee Vince Coia called the meeting to order at 7:02 P.M.

Roll call showed the following present: Trustees Vince Coia, Pat Artz, Hank Gibson, Fiscal Officer Gail Pittman, Fire Chief Mark Kozak, Zoning Inspector Jim DiPaola, Road Superintendent Ray Taylor and Assistant Fiscal Officer Jon Summers. In the audience was Chris Knapp from LifeForce.

**AUDIENCE**

Chris Knapp clarified the policy for offering discounts for self-pay customers. She said her organization was becoming more efficient because of better technologies and will be able to drop their fees from 8% to 7% effective July 1, 2018. Chris then spoke about Cost Recovery and the status of our account with them.

**REGULAR BUSINESS**

A motion by Hank Gibson, seconded by Vince Coia to approve the minutes of the Regular Meeting of June 5, 2018. R/C: Mr. Coia, yes; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

Vince announced the correspondence book was available for public viewing.

A motion by Hank Gibson, seconded by Vince Coia to approve payroll warrants for June 22, 2018 in the amount of \$36,723.53 and other warrants in the amount of \$18915.82 with warrants over \$1,000.00 being read aloud for approval. R/C: Mr. Coia, yes; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

**OLD BUSINESS:  
TRUSTEES**

The six-month moratorium on medical marijuana dispensaries is coming to an end, the Trustees chose to extend it for another six months to give the Zoning Commission time to finalize their work on a permanent moratorium in the Zoning ordinance.

**RES # 18-086** A motion by Hank Gibson, seconded by Vince Coia to adopt a six month moratorium prohibiting any retail dispensaries of medical marijuana being located anywhere within Ravenna Township

WHEREAS, pursuant to R.C. 3796.29, a board of township trustees may adopt a resolution prohibiting retail dispensaries of medical marijuana from being located in the unincorporated area of a township,

RESOLVED, the Board of Ravenna Township Trustees on behalf of the Township of Ravenna, hereby extends the moratorium prohibiting any and all retail dispensaries of medical marijuana from being located anywhere in the Township of Ravenna, County of Portage, Ohio for an additional six months to last through December 2018.

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

Vince said he had a notice from the Health Department regarding failed septic systems in the Chinn allotment. There will be a meeting on July 9<sup>th</sup> about the septic issues.

Pat had received a call about being able to have a 21-gun salute at a burial service at Grandview. Nobody objected.

Gail said Sarah had come up with a suggestion for people who wanted to have a cremation spot in the mausoleum. Since there were no spots available, she suggested they purchase a plot and use a bench to place the urn in. The Trustees thought that was a good idea and asked Ray whether there is the possibility of creating a bench garden, or placing the benches along the roads. Ray said we should be able to do that and said he will look into it further.

### **FISCAL OFFICER**

The 2016/2017 AUP audit has been completed and Gail gave the Trustees a draft report to sign and be returned to the auditors.

### **DEPARTMENTAL REPORTS**

#### **ROAD DEPARTMENT**

*Road Superintendent Ray Taylor reported the following:*

Hommon Rd is going to be closed down while the Road Crew install 7 culvert pipes and a catch basin in preparation for the Hommon Road paving project coming up. Ray said he would alert the Fire Dept every morning as to which part of the road is closed each day.

The 2012 Ford is having transmission problems and is down at Sarchione Ford getting repairs done. It will also need new front tires which will cost about \$214.00 from Carroll Tires.

Ray and Vince have interviewed for another full time Road Crew position and Ray would like to hire Brogan Lovejoy. There was discussion about his qualifications and interview.

**RES # 18-087** A motion by Vince Coia, seconded by Pat Artz to hire Brogan Lovejoy as Full Time Service Worker starting at \$15.00/hour with the effective date immediately upon his passing of the drug screening test. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, abstain. Motion Passed.

We need a PO for additional costs to the roadside mower and another for a trimmer for the cemetery.

**RES # 18-088** A motion by Hank Gibson, seconded by Pat Artz to approve a PO in the amount of \$600.00 for additional repair costs to the roadside mower for Coia Implement Sales. R/C: Mr. Coia, abstain; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

**RES # 18-089** A motion by Hank Gibson, seconded by Pat Artz to approve a PO in the amount of \$350.00 for a grass trimmer for Coia Implement Sales. R/C: Mr. Coia, abstain; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

### **GRANDVIEW**

There were two burial and one cremation since the last meeting.

Ray presented a letter he wrote for the trustees to send to the individual regarding cleaning up their plot in the Islamic section.

### **ZONING DEPARTMENT**

*Zoning Inspector Jim DiPaola reported the following:*

The Zoning Commission scheduled for June 20<sup>th</sup> has been cancelled and is rescheduled for July 18, 2018 at 7 PM in the Trustees meeting room. The revised Zoning Resolution will be reviewed.

Cost U Less Storage at 2904 SR59 has renewed their Zoning Certificate for another two years. The Zoning Resolution requires construction to be completed within two years and the construction has been ongoing.

6228 Wall Street owner has been given until July 1, 2018 to have the property brought into compliance with the Zoning Resolution.

The new zoning software has been installed and training is taking place.

### **FIRE DEPARTMENT**

*Fire Chief Mark Kozak was present reported the following:*

We are still waiting to hear on the grants.

Firefighter Crevar has completed 5 years of part time service.

Mark requested an executive session at the end to discuss a personnel issue.

The System for Award Management (SAM) paperwork has been sent in.

The repairs on unit #2400 have been completed.

### **NEW BUSINESS**

#### **TRUSTEES**

None.

### **FISCAL OFFICER**

**RES # 18-090** A motion by Vince Coia, seconded by Hank Gibson to approve the following PO's and BC's :

- a. PO #257-2018 for \$500.00 to Perfect Choice Auto Collision for repairs to Chief's car from the Fire fund.
- b. PO #258-2018 for \$400.00 to Staples Business Advantage for office supplies from the Fire fund.
- c. PO #260-2018 for \$675.37 to Perfect Choice Auto Collision for repairs to the Chief's car from the Fire fund.
- d. PO #261-2018 for \$234.00 to Record Courier for annual subscription from the General fund.
- e. PO #262-2018 for \$13,500.00 to Ohio Insurance Services Agency for health insurance from the Fire fund.
- f. PO #263-2018 for \$6,000.00 to Ohio Insurance Services Agency for health insurance from the EMS fund.

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 format.

**RES # 18-091** A motion by Vince Coia, seconded by Pat Artz to approve and accept the May monthly reconciliation and May monthly financial reports as presented by the fiscal officer.

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

We received a real estate tax notice from the county auditor regarding delinquent assessments in the amount of \$627.22. Gail called and the Auditor's office to inquire and was told they did not receive the notice from the Prosecutor's office that Grandview was transferred to the Township free of liens and assessments. Gail has a call in to Chris Meduri to find out the status of this claim.

Pursuant to R.C 121.22(g) Executive Session was requested to discuss personnel disciplinary issues and an employee performance review.

A motion by Vince Coia, seconded by Hank Gibson to suspend Regular session at 8:54 pm. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

A motion by Vince Coia, seconded by Hank Gibson to enter into Executive session at 8:54 pm. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

Roll call showed the following present: Trustees Vince Coia, Pat Artz, Hank Gibson, Fiscal Officer Gail Pittman and Fire Chief Mark Kozak and Road Superintendent Ray Taylor.

A motion by Vince Coia, seconded by Pat Artz to close Executive session at 9:32 pm. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

A motion by Vince Coia, seconded by Hank Gibson to re-enter into Regular session at 9:21 pm. R/C: Mr. Coia, yes; Mrs. Artz, out of the room; and Mr. Gibson, yes. Motion Passed.

Roll call showed the following present: Trustees Vince Coia, Pat Artz; Fiscal Officer Gail Pittman and Road Superintendent Ray Taylor.

The purpose of the Executive Session was to discuss personnel disciplinary issues and an employee performance review.

**RES # 18-091** A motion by Hank Gibson, seconded by Vince Coia to authorize a leave of absence for Jacob Fritz effective immediately until October 1, 2018. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

**RES # 18-092** A motion by Vince Coia, seconded by Hank Gibson to accept the resignation of Terry Coontz effective June 30, 2018. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

**RES # 18-093** A motion by Vince Coia, seconded by Pat Artz to increase Ray Taylor’s wage by \$2,080/year salary for Road Superintendent and an additional \$2,080/year salary for Cemetery Sexton for completing his probationary periods in both positions. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

**ADJOURNMENT**

A motion by Vince Coia, seconded by Hank Gibson to adjourn the meeting at 9:37 pm. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, 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