

**RAVENNA TOWNSHIP BOARD OF TRUSTEES
MINUTES OF REGULAR MEETING OF JULY 5, 2018**

The Ravenna Township Board of Trustees met in Regular Session at the Ravenna Township Trustee's Meeting Room, 6115 Spring Street, Ravenna, Ohio, on July 5, 2018. Trustee Vince Coia called the meeting to order at 7:12 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 and Road Superintendent Ray Taylor. Assistant Fiscal Officer Jon Summers was absent. In the audience were Bernie and Jim Lighton and Sully Bicsio.

The bids for the Hommon Road Project were opened. The results were :

1) Perrin Asphalt	\$177,878.00
2) Ronyak Paving	\$164,573.15
3) Barbicas Construction	\$194,459.00
4) Chagrin Valley Paving	\$175,941.00
5) Burton Scot Contractors	\$198,614.40
6) Shelly & Sands, Inc.	\$176,999.00
7) Karvo Companies	\$182,885.50
8) The Shelly Company	\$191,761.00

The apparent low bidder was Ronyak Paving. The bids will be sent to the Portage County Engineer and Prosecutor for tabulation and approval and the bid will be awarded after we received the responses from those departments.

AUDIENCE

The Lightons discussed a parking issue on Creekview. They flagged down a Portage County Sheriff deputy about a disabled vehicle on their street and other vehicles on the street blocking neighbors' driveways. The deputy knocked on the door and the person they moved their jeep. The deputy did not ticket them. A long discussion ensued regarding the topic. Bernie said if an ambulance or fire truck was needed, it would not be able to get through. She said the Township, the Portage County Sheriff, homeowner & owners of the vehicles will all be sued if that happens. She also stated she might be calling the news. Sully Bicsio lives on Winding Creek and he explained that it is difficult to see oncoming traffic, especially when he has to go around all the vehicles. It creates a very unsafe situation. He has filed a complaint with the Portage County Sheriff. The Trustees gave Ray permission to paint the curb yellow for the no parking areas. Vince said the Portage County Sheriff's Office has to enforce the no parking since the Township has no police department.

REGULAR BUSINESS

A motion by Vince Coia, seconded by Hank Gibson to approve the minutes of the Regular Meeting of June 19, 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 Pat Artz to approve payroll warrants for July 6, 2018 in the amount of \$45,234.04 and other warrants in the amount of \$14,414.51 with warrants over \$1,000.00 being read aloud for approval. R/C: Mr. Coia, abstain; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

OLD BUSINESS:**TRUSTEES**

RES # 18-095 A motion by Hank Gibson, seconded by Pat Artz to approve the contract addendum with LifeForce reducing fees from 8% to 7% effective July 1, 2018. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

FISCAL OFFICER

Chris Meduri has stated that additional court action will be needed to clear the delinquent assessments on Grandview that we received from the Portage County Auditor. He had no additional information, just said not to pay the assessments. Janet Esposito said that the Township has to own the property for one year before we can apply for tax exemption. She will forward the paperwork toward the end of the year.

Gail requested an executive session at the end of the meeting to discuss information required to be private under the HIPPA laws.

House Bill 168 providing for cemetery grants has passed the Senate and has been sent to the Governor for his signature.

DEPARTMENTAL REPORTS**ROAD DEPARTMENT**

Road Superintendent Ray Taylor reported the following:

The Hommon Rd culvert work is almost complete and ready for paving.

The 2012 Ford transmission repairs have been done and the new front tires have been installed.

Brogan Lovejoy has begun work this week and we are currently at full staff with an extra part timer. Ray would like to hold off on the second part timer until he can see how the current staffing works out.

GRANDVIEW

There was one burial and one cremation in the last two weeks.

The casket lift is about 60% completed, so we should be on schedule for delivery.

Pat said the Vet memorial is leaning and she is concerned about it falling over. She asked Ray to get estimates for a crane to come in and remove it, and also figure out where else we could put it.

ZONING DEPARTMENT

Zoning Inspector Jim DiPaola reported the following:

Jim requested the Trustees to forward a violation to the prosecutor.

RES # 18-096 A motion by Pat Artz, seconded by Vince Coia to forward 2018VIO08, Craid Speck, 7642 SR 44, Ravenna, OH 44266, parcel 29-106-00-00-006-000 violation to the Portage County Prosecutor for enforcement. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

FN Group located at 4000 Lake Rockwell Rd received their Certificate of Operations from the State on June 29, 2018. They are the first cultivator to receive their certificate in the State of Ohio.

The Zoning Commission will meet July 18, 2018 at 7 PM in the Trustees meeting room to review the revised Zoning Resolution.

The Portage County Land Bank, for Ravenna Township, has 10 open court cases, 12 properties being processed, 7 properties under review, 107 properties owned at a value of \$57,350.00, and has transferred 7 properties to new owners.

Jim presented the June 2018 zoning report.

FIRE DEPARTMENT

Fire Chief Mark Kozak was present reported the following:

We have received the \$4,327 EMS Grant.

RES # 18-097 A motion by Hank Gibson, seconded by Vince Coia to accept the \$4,327 EMS Grant. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

RES # 18-098 A motion by Hank Gibson, seconded by Vince Coia to authorize a 6 month leave of absence for Firefighter Bowers. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

RES # 18-099 A motion by Hank Gibson, seconded by Vince Coia to hire Brandon Dietz to Part Time Firefighter/Paramedic at the rate of \$12.51/hour pending physical, drug screen, and background check. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

RES # 18-100 A motion by Hank Gibson, seconded by Pat Artz to hire Michael Wolf as Recruit at \$9.00/hour pending physical, drug screen and background check. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

Mark and Gail met with Chris Knapp from Cost Recovery to discuss the account.

NEW BUSINESS

TRUSTEES

Pat said she had been contacted by the Salvation Army to see whether there were any objection to them using the Township park for their puppet show.

A motion by Vince Coia, seconded by Pat Artz to allow the Salvation Army to use the Township Park for the purpose of putting on a puppet show. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

FISCAL OFFICER

RES # 18-101 A motion by Hank Gibson, seconded by Pat Artz to approve the following PO's and BC's :

- a. PO #264-2018 for \$600.00 to Coia Implement for additional repairs to roadside mower from the Road fund.
- b. PO #265-2018 for \$350.00 to Coia Implement for a hedge trimmer from the Grandview fund.

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

RES # 18-102 A motion by Vince Coia, seconded by Hank Gibson to approve the following PO's and BC's :

- c. PO #266-2018 for \$250.00 to Flashover Fire Apparatus for parts from the Fire fund.
- d. PO #267-2018 for \$33.74 to GovDeals.com for commissions from the Grandview fund.
- e. PO #268-2018 for \$500.00 to Carter Lumber for lumber from the Grandview fund.
- f. PO #269-2018 for \$1,000.00 to OK Brugmann for road materials from the Grandview fund.
- g. PO #270-2018 for \$2,000.00 to Allied Corporation for asphalt from the Road fund.
- h. PO #271-2018 for \$875.00 to Perrin Asphalt for striping our lot from the Road fund.
- i. PO #272-2018 for \$400.00 to Bar Industrial for supplies from the Road fund.
- j. PO #273-2018 for \$2,000.00 to Auditor of State for UAN fees from the General fund.
- k. PO #274-2018 for \$4,000.00 to Portage Community Bank for HAS payments from the Fire fund.
- l. PO #275-2018 for \$500.00 to McMaster-Carr for supplies and materials from the Fire fund.
- m. PO #276-2018 for \$500.00 to Bob Sumerel Tire for tire repairs from the Fire fund.
- n. PO #277-2018 for \$300.00 to Walmart for supplies from the Fire fund.
- o. PO #278-2018 for \$3,000.00 to Ullman Oil for fuel from the Fire fund.
- p. PO #279-2018 for \$250.00 to Gatehouse Media for advertising from the General fund.
- R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

RES # 18-103 A motion by Vince Coia, seconded by Hank Gibson to modify the Revenue Budget for 2018 as follows:

Fund #	Fund Name	Current Budget	Revised Budget	Increase (Decrease)
1000	General	\$516,479.00	\$525,979.00	\$9,500.00
2021	Gasoline Tax	\$86,025.00	\$86,600.00	\$575.00
2041	Grandview Cemetery	\$108,000.00	\$128,350.00	\$20,350.00
2111	Fire	\$665,925.00	\$780,925.00	\$115,000.00
2406	Special Assess Forest R 5&6	\$0.00	\$222.00	\$222.00
9751	Private Purpose Flagpole	\$15.00	\$50.00	\$35.00

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

RES # 18-104 A motion by Hank Gibson, seconded by Pat Artz to increase the 2018 Appropriation Budget in fund #2112 from \$62.00 to \$62.72, an increase of \$0.72. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

Financial reports will be distributed to the Trustees and department heads in Excel format once Jon returns from vacation.

Pursuant to R.C 121.22(g) Executive Session was requested to discuss matters required to be kept confidential by federal law.

A motion by Vince Coia, seconded by Pat Artz to suspend Regular session at 8:45 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 8:45 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, Hank Gibson, Fiscal Officer Gail Pittman and Fire Chief Mark Kozak.

A motion by Vince Coia, seconded by Pat Artz to close Executive session at 8:57 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 8:57 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 Fire Chief Mark Kozak.

The purpose of the Executive Session was to discuss a matter required to be kept confidential under federal law.

A motion by Vince Coia, seconded by Hank Gibson to authorize CareWorks to act on their recommendation. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

ADJOURNMENT

A motion by Vince Coia, seconded by Pat Artz to adjourn the meeting at 9:01 pm. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

ATTEST:

TRUSTEE CHAIR

TRUSTEE

FISCAL OFFICER

TRUSTEE