

RAVENNA TOWNSHIP BOARD OF TRUSTEES
MINUTES OF REGULAR MEETING OF OCTOBER 8, 2019

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 8, 2019. Trustee Hank Gibson called the meeting to order at 7:03 P.M.

Roll call showed the following present: Trustees Vince Coia, Pat Artz, Hank Gibson, Zoning Inspector Jim DiPaola, Road Superintendent Ray Taylor and Assistant Fiscal Officer Jon Summers. Fiscal Officer Gail Pittman and Fire Chief Mark Kozak were absent, Firefighter Frawley sat in for Chief Kozak. In the audience was Bill Steiner.

REGULAR BUSINESS

A motion by Vince Coia, seconded by Hank Gibson to approve the minutes of the Regular Meeting of September 24, 2019. R/C: Mr. Coia, yes; Mrs. Artz, 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 October 11, 2019 in the amount of \$40,218.45 and other warrants in the amount of \$60,452.70 with warrants over \$1,000.00 being read aloud for approval. R/C: Mr. Coia, yes; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

AUDIENCE

Bill Steiner from Portage County Recycling discussed a problem he had delivering services on Brady Lake Rd. Due to the height of the railroad bridge on this road that his trucks couldn't pass under, there were 7 houses in the township that required him to drive way around just to service them. Bill wanted to change his schedule to service these customers on his Franklin Township route.

A motion by Vince Coia, seconded by Hank Gibson to allow Portage County Recycling to service the homes located at 2664, 2673, 2624, 2631, 2621, 2611, 2603 Brady Lake Road on the Franklin Township pickup schedule. It is understood that Portage County Recycling will contact those homeowners affected and copy Ravenna Township on the notifications. R/C: Mr. Coia, yes; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

OLD BUSINESS:

TRUSTEES

RES # 19-095 A motion by Vince Coia, seconded by Pat Artz to approve the partial release of mortgage for Portage Housing II project, 9133 Maple Grove Rd, Windham, Parcel # 41-057-10-00-122-002. The Township is to receive \$9,759.22 as repayment on the loan. R/C: Mr. Coia, yes; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

FISCAL OFFICER

It had been discussed previously to have a commercial inspector come check out the building to make sure needed repairs are done before they become problems. The Trustees discussed the current state of the building and felt that it is in pretty good shape. They asked Ray to

check out his area, then move on and check out the other parts of the building. Ray said with the exception of the salt bin, his area is good. He agreed to check out the other parts of the building.

DEPARTMENTAL REPORTS

ROAD DEPARTMENT

Ray was present and reported the following:

H. Luli started the chip and seal project in the McElrath Development. They still have to finish the intersection and corners this week and then do the striping.

We are still waiting on Mike Soboro to do the trimming Cooley Rd.

It is time for the boot allowance for the road crew.

A motion by Vince Coia, seconded by Hank Gibson to authorize the reimbursements for boot allowance in the amount of \$150.00 for each of the Road Crew. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

GRANDVIEW CEMETERY

There were three burials and three lot sales.

The crew repaired the sidewalks around the small mausoleum and installed a French drain on the back side.

The old water pump is giving problems and needs replaced.

A motion by Vince Coia, seconded by Hank Gibson to authorize the purchase of a water pump from Grainger for the price of \$636.00. R/C: Mr. Coia, yes; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

The lights in the mausoleum are draining the batteries too quick, they only last about an hour. Ray would like to replace all the bulbs in the fixtures with LED bulbs, it should last 6 to 7 times longer per charge.

A motion by Vince Coia, seconded by Pat Artz to authorize the purchase of LED bulbs for the mausoleum from Grainger for the price of \$152.00. R/C: Mr. Coia, yes; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

Sarah has the Grandview Memorial webpage updated. It has 31 likes already.

Jon said he had received a call from Ashley Hyatt in Columbus regarding the 2020 Cemetery Grant Award. They would like to present the check to someone on the mid-morning of Wednesday, October 30th. The Trustees said to set it up, Ray would be there and they will figure out who else will be available.

ZONING DEPARTMENT

Zoning Inspector Jim DiPaola was present and reported the following:

The status hearing for 3496 Ash St. was held on September 26, 2019. The property owner was having difficulty finding a contractor, so Jim gave him Robert Helmling's contact info. The demolition is scheduled to begin this week.

The partially collapsed barn at 6015 Lakewood Rd has been removed.

Hasna Nouri has been contacted about the unfinished pool at the rear of 3090 Summit Rd.

RES # 19-096 A motion by Vince Coia, seconded by Hank Gibson to forward 2019 VIO 23, 6340 Peck Rd, Donald Harrison owner, parcel #29-325-40-00-001-000 to the Portage County Prosecutor for enforcement. R/C: Mr. Coia, yes; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

Jim presented the September Zoning activity report.

LIAISON

The Economic Development Director Committee conducted 2 interviews in the last week.

The drywall repair in the Chief's office is finished and the office painted. It cost \$125 less than quoted due to less drywall needed replaced. The water damaged carpet will be replaced on Friday.

Jim asked whether the Trustees wanted him and Mark to handle the initial contract negotiations with the Part Time Firefighters.

A motion by Hank Gibson, seconded by Vince Coia to authorize Jim and Mark to begin the initial contract negotiations with the part time firefighters union. R/C: Mr. Coia, yes; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

FIRE DEPARTMENT

Fire Chief Mark Kozak was absent and Firefighter Frawley reported the following:

There are POs listed to purchase the radios with Assistance to Firefighters Grant Funds.

We should be getting the new revised contract for Dispatch soon.

Mark would like to thank Jim for his help getting his office repaired.

The parts for repairing the booster hose line on 2413 are ordered.

Firefighter Frawley presented the September Fire report.

NEW BUSINESS

TRUSTEES

A motion by Hank Gibson, seconded by Vince Coia to schedule Trick-or-Treat in the Township for Saturday, October 26th, from 3:00-5:00 PM. R/C: Mr. Coia, yes; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

Gail has reported that the computer firewall needs updated. CTMS has presented their proposal.

A motion by Hank Gibson, seconded by Vince Coia to authorize Gail to renew the Sonicwall computer firewall through CTMS. R/C: Mr. Coia, yes; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

Senior Living Help organization is requesting the township add their link onto the township's website. They assist the elderly to finding living and care facilities. The Trustees discussed it and felt that would be a good idea.

A motion by Hank Gibson, seconded by Vince Coia to have Sarah add the link for Senior Living Help organization to the township website. R/C: Mr. Coia, yes; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

Vince asked Ray to have Sarah come to the next Trustee meeting to discuss her handling the web pages and also expanding her time for records retention. Vince also noted that we needed to have the annual records retention meeting.

FISCAL OFFICER

RES # 19-097 A motion by Hank Gibson, seconded by Vince Coia to approve the following POs and BCs:

- a. PO #347-2019 in the amount of \$500.00 to Quikrete Cleveland for supplies from the Road fund.
- b. PO #348-2019 in the amount of \$500.00 to Witmer Public Safety Group for uniforms from the Fire fund.
- c. PO #349-2019 in the amount of \$1,400.00 to CTMS for Sonicwall with 2 yr protection from the General fund.
- d. PO #350-2019 in the amount of \$2,000.00 to Lowe's for materials for repairs from the Fire fund.
- e. PO #351-2019 in the amount of \$5,000.00 to Ullman Oil Co. for fuel from the EMS fund.
- f. PO #352-2019 in the amount of \$2,500.00 to Mitchell Communications Inc for radio equipment on grant from the Fire fund.
- g. PO #353-2019 in the amount of \$34,795.00 to Vasu Communications Inc for radio equipment on grant from the Fire fund.
- h. PO #354-2019 in the amount of \$1,000.00 to Grainger for water pump and lights from the Grandview fund.

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

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

The Township has received another Billion Back refund check from BWC based on the 2017 premium in the amount of \$26,557.81.

The gas excise tax deposit received this month came in at \$13,234.45. The average before was about \$7,800, so we are beginning to see the increase from the new tax begun on July 1st.

The loan for the ambulance is now paid off with the Middlefield check made out today.

Enough revenue has come in to fund 2011 that we can now pay back the advance made into this fund.

RES # 19-098 A motion by Vince Coia, seconded by Hank Gibson to authorize the transfer of \$12,000.00 from fund 2011 to fund 1000 to pay back the advance. R/C: Mr. Coia, yes; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

Frank Harmon from Ohio Insurance Services has notified Gail that the Anthem health insurance premiums will increase 29.9% this next year. He is suggesting we fill out health questionnaires that he can submit and shop around with other underwriters to see if he can find better prices. He will forward the information to Gail and Jon to forward along to those currently enrolled. We will also shop around for pricing options with other carriers.

ADJOURNMENT

A motion by Hank Gibson, seconded by Vince Coia to adjourn the meeting at 7:59 pm. R/C: Mr. Coia, yes; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

ATTEST:

CHAIR

TRUSTEE

FISCAL OFFICER

TRUSTEE