

RAVENNA TOWNSHIP BOARD OF TRUSTEES
MINUTES OF REGULAR MEETING OF NOVEMBER 5, 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 November 5, 2019. Trustee Hank Gibson called the meeting to order at 7:07 P.M.

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

AUDIENCE

Mark Smith discussed property that had previously been donated to his group for the purpose of growing gardens. The gardens idea has fallen through and he now would like to use the property to create a group home and was looking for direction on how he should proceed. The Trustees referred him to NDS because they have grant funds available. Gail also suggested he check with the County because they may have revolving loan funds.

REGULAR BUSINESS

A motion by Vince Coia, seconded by Hank Gibson to approve the minutes of the Regular Meeting of October 22, 2019. R/C: Mr. Coia, yes; Mrs. Artz, abstain; Mr. Gibson, yes. Motion Passed.

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

A motion by Hank Gibson, seconded by Vince Coia to approve payroll warrants for November 8, 2019 in the amount of \$48,837.67 and other warrants in the amount of \$9,181.61 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 Trustees reviewed the Main Street Ravenna group's signage proposals. Hank asked whether the group ever got back regarding the pricing and durability questions. He asked Jim to follow up with the group on those questions before making any recommendations. Pat liked the arch idea, but thought the price would be prohibitive.

Vince spoke about Mr. Perry who attended the last meeting and had questions about his light pole expenses. Vince has tried to call him but his voice mailbox was full and was unable to reach him.

NOPEC sent the Township Association the sponsorship money for the food for the meeting on the 16th that starts at 6:00 PM.

FISCAL OFFICER

RES #19-104 A motion by Hank Gibson, seconded by Vince Coia to accept the donation by the Auditor of State of the UAN Dell MF printer used by the Fiscal Officer. R/C: Mr. Coia, yes; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

We received the donation restriction letter from Peggy DiPaola for the Flagpole Maintenance Fund for the permanent records.

Gail gave an update on the health insurance renewal. Frank Harmon has not yet provided us with alternatives and recommendation, although he stated that he has them and the alternatives are not good.

DEPARTMENTAL REPORTS

ROAD DEPARTMENT

Ray was present and reported the following:

Soboro Tree Service has started the trimming on Cooley Road.

The dash cluster for the International truck needs replaced. We can get replacement parts from Adelman's Truck Parts in Canton for \$150.

A motion by Vince Coia, seconded by Hank Gibson to authorize the purchase of the dash cluster from Adelman's Truck Parts at a price not to exceed \$150.00. R/C: Mr. Coia, yes; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

Brad and Brogan have passed the class B CDL temporary permit test. Once we get the International truck repaired, they will practice using that truck and then take the driving portion of the test.

Salt has been stock piled. The trucks, plows and spreaders are ready for winter. Cold patch is also being stock piled.

We need to get more high water signs and stands.

A motion by Vince Coia, seconded by Pat Artz to authorize the purchase of signs and stands from Municipal Signs at a price not to exceed \$410.00. R/C: Mr. Coia, yes; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

GRANDVIEW CEMETERY

The section signs purchased through the grant have been ordered from Municipal Signs.

ZONING DEPARTMENT

Zoning Inspector Jim DiPaola was present and reported the following:

The old furniture and junk has been partially removed from 3440 SR59. Some items on the south side of the building remain.

There are no scheduled meetings of the Zoning Commission or the Board of Zoning Appeals for November 2019.

The Quarterly Zoning Inspectors meeting was held October 24, 2019 in the Trustees meeting room. Topics discussed were commercial events and event venues including the use of barns for weddings, dances, etc.

Jim presented the October Zoning Report.

LIAISON

The Economic Development Director Committee will meet November 7, 2019 to discuss potential candidates.

A couple more water leaks have been noted in the building. Jim will get Benner back out to look at them and give us pricing on fixing them.

FIRE DEPARTMENT

Fire Chief Mark Kozak was present and reported the following:

The Holiday Open House will be on Saturday, December 14, 2019 from 1 PM to 3 PM. The promotional items have been received and Jason Myers is working on getting the food items donated.

Mark presented the October Fire Report.

Mark got a quote from D&L to carpet the remaining portions of the building. It will be about \$13,500 for the carpet and the base molding. The quote was missing some items so Mark will get a revised quote. Interior painting was discussed and determined that most rooms do need paint and this would be a good time to do so, when the furniture is out of the room. Jim will go to Sherwin Williams to select color options. Hank will check about having the inmate crew do the painting down in the admin area and Jim or Mark will get the drywall contractor to give us a paint estimate in case we cannot get it done by other means.

Fire pump testing has been completed.

NEW BUSINESS**TRUSTEES**

The COMDOC contract for the copiers is coming up for renewal. The new contract prices were discussed.

RES #19-105 A motion by Vince Coia, seconded by Pat Artz to accept the new contract with COMDOC for a 60-month term as presented. R/C: Mr. Coia, yes; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

Planning Meetings for PC Homeland Security FEMA grant receipts for Pre-Disaster Mitigation have been scheduled for February 13, 2020 and April 16, 2020.

The Trustees have received an email regarding recycling contract changes. The Commissioners want to put all communities on the same schedule with the same rates. Since we are on a contract, we can either ride out the current contract or waive out and get on the same schedule as they are doing for the new contracts. The Trustees are of the opinion to let this contract re-negotiation take place and see how it works out before they decide if they want to go with the new agreement.

FISCAL OFFICER

RES # 19-106 A motion by Hank Gibson, seconded by Vince Coia to approve the following POs and BCs:

- a. PO #370-2019 in the amount of \$1,300.00 to Finley Fire Equipment for training mannequin from the EMS fund.
- b. PO #371-2019 in the amount of \$1,400.00 to Foremost Promotions for supplies for sponsored program from the General fund.
- c. PO #372-2019 in the amount of \$300.00 to The Garden Spot for flowers from the Grandview fund.
- d. PO #373-2019 in the amount of \$500.00 to American solutions for Business for checks and envelopes from the General fund.
- e. PO #374-2019 in the amount of \$250.00 to Akron Bearing Co. for parts from the Road fund.

- f. PO #375-2019 in the amount of \$200.00 to Akron Bearing Co. for parts from the Road fund.
- g. PO #376-2019 in the amount of \$400.00 to Adelman’s Truck Parts & Sales for parts from the Road fund.
- h. PO #377-2019 in the amount of \$750.00 to Kayline for supplies from the Fire fund
- i. PO #378-2019 in the amount of \$2,000.00 to Lowe’s for repairs from the Fire fund
- j. PO #379-2019 in the amount of \$1,500.00 to Central Allied Ent for cold patch from the Road fund
- k. PO #380-2019 in the amount of \$5,500.00 to Life Force Billing for fees from the EMS fund
- l. PO #381-2019 in the amount of \$3,500.00 to Chase Bank for service charges for the year from the General 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.

RES # 19-107 A motion by Hank Gibson, seconded by Pat Artz to authorize disposition of EMS accounts as indicated on the LifeForce disposition report. R/C: Mr. Coia, yes; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

RES # 19-108 A motion by Hank Gibson, seconded by Vince Coia to increase the appropriation budget in Fund 2901 FEMA from \$68.93 to \$46,971.78. R/C: Mr. Coia, yes; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

RES # 19-109 A motion by Hank Gibson, seconded by Vince Coia to authorize a cash advance from fund 1000 to 2901 in the amount of \$46,902.85 to be paid back once FEMA funds the grant.. R/C: Mr. Coia, yes; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

Modifications to the credit card policy are required by ORC. Draft policy copies were distributed and discussed. The draft will be sent to the Asst. Prosecutor for review.

A Records Commission meeting is scheduled for December 3, 2019 at 6:30 PM for Hank, Gail and Jon.

ADJOURNMENT

A motion by Vince Coia, seconded by Pat Artz to adjourn the meeting at 9:20 pm. R/C: Mr. Coia, yes; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

ATTEST:

CHAIR

TRUSTEE

FISCAL OFFICER

TRUSTEE