

**RAVENNA TOWNSHIP BOARD OF TRUSTEES  
MINUTES OF REGULAR MEETING OF SEPTEMBER 11, 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 August 28, 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, Hank Gibson, Fiscal Officer Gail Pittman, Fire Chief Mark Kozak, Zoning Inspector Jim DiPaola, Road Superintendent Ray Taylor and Assistant Fiscal Officer Jon Summers. Audience member was Charles Ramer.

The meeting began with a moment of silence in remembrance of the events of September 11, 2001 and the pledge of allegiance.

**AUDIENCE**

Charles Ramer from NOPEC spoke about grant and sponsorship monies available. Beginning in 2018, NOPEC will have an annual grant of \$26K to use. If we had any improvements to help reduce energy consumption in 2017, we could apply that to the 2018 grant and get reimbursed; or the township could escrow and roll the \$26K grant forward and use it on a larger project in the following year. NOPEC also has an annual use it or lose it \$1,500 sponsorship program that the township can use for community events. NOPEC would reserve a right to put up a booth at the event.

Captain Collins came in and hand delivered the notice of intent to negotiate from the Full Time Firefighters Union.

**REGULAR BUSINESS**

A motion by Vince Coia, seconded by Hank Gibson to approve the minutes of the Regular Meeting of August 28, 2018. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

A motion by Vince Coia, seconded by Hank Gibson to approve the minutes of the Special Meeting of September 9, 2018. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

Vince announced the correspondence book was available for public viewing.

A motion by Vince Coia, seconded by Pat Artz to approve payroll warrants for September 14, 2018 in the amount of \$50,112.51 and other warrants in the amount of \$43,711.12 with warrants over \$1,000.00 being read aloud for approval. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

**OLD BUSINESS:  
TRUSTEES**

Vince asked Gail how the meeting for the Local Government Fund alternate allocation formula went. Gail said everyone came to an agreement and had the resolution written up.

**RES # 18-134** A motion by Vince Coia, seconded by Hank Gibson to adopt the following:

Whereas, Ravenna Township is a participating political subdivision and has been provided with an alternative method of apportioning the local government fund as put forth in Exhibit "A" attached, now therefore be it

Resolved, that the Ravenna Township Board of Trustees does hereby approve and accept the percentages set forth in the alternative method of apportioning and distributing the local government fund, for a term of five (5) years, and as set forth in Exhibit "A"; and be it further

Resolved, that the Fiscal Officer of Ravenna Township is hereby directed to certify a copy of this Resolution to the Portage County Budget Commission; and be it further

Resolved, that the Ravenna Township Board of Trustees finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meeting open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

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

Pat said that she was told the light at Peck Rd and SR 59 was installed, but she said it was not there. There is a light further down towards SR 5 on a pole, but it is not at the intersection at Peck and the intersection is still dark. Vince and Pat said they will research the situation further.

**RES # 18-135** A motion by Vince Coia, seconded by Hank Gibson to authorize all actions necessary to accept the annual NOPEC Energized Community Grant(s) Program. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

**RES # 18-136** A motion by Vince Coia, seconded by Hank Gibson to authorize all actions necessary to accept the annual NOPEC sponsorship grant.. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

### **FISCAL OFFICER**

The pending contract with Fire Recovery for traffic crash billing was discussed. Hank asked that we request Chris Meduri to come to the next meeting to discuss the contract if necessary.

### **DEPARTMENTAL REPORTS**

#### **ROAD DEPARTMENT**

*Road Superintendent Ray Taylor reported the following:*

Hommon Ave is scheduled to be paved next week.

Henri Luli has placed signs alerting drivers of the upcoming chipping and sealing in the Skeels Development and on Sarah Rd off of SR14. He is waiting for the next dry day to begin.

Crack sealing has been completed on the following roads: Dawley, Patricia/Rausch, Fairhill/Hodgson, Mayfield, Willa, Longfield, Sarah, Herriff, and the Timber Run Development.

We received the reimbursement check from Sarchione Ford for the D.E.F. heater motor (\$252.44).

The salt agreement with the city has come in. The salt price per ton has gone from \$34.75 to \$56.89. If we would use the same amount of salt as we did last season, our cost for the season would increase nearly \$20,000.

**RES # 18-137** A motion by Vince Coia, seconded by Hank Gibson to approve and accept the contract with the City of Ravenna and ODOT Salt Consortium. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

### **GRANDVIEW**

There were four burials, one niche sale, and one rental of the mausoleum for services in the last two weeks.

### **ZONING DEPARTMENT**

*Zoning Inspector Jim DiPaola reported the following:*

The Zoning Commission will meet September 12, 2018 at 7 PM in the Trustees meeting room.

Jim and Mark attended a meeting with the Building Department and a contractor for the Haven of Portage. It has been stated to the contractor that the Haven of Portage will have to go back to the BZA in order to do their project in phases.

Jim is working with the Land Bank on a new foreclosure list. It consists of 25 parcels and 18 owners.

Jim presented the August Zoning Report.

### **FIRE DEPARTMENT**

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

Mark would like to send Firefighter Frawley to inspector school.

A motion by Hank Gibson, seconded by Vince Coia to authorize sending Firefighter Frawley to inspector school. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

Mark requested an executive session at the end of the meeting to discuss CBA.

Mark is going to the Multi-Agency Radio Communications System (MARCS) meeting held on September 12, 2018. Hank said he will also attend and meet Mark there.

Firefighters and Police are no longer exempt from OSHA rules, so sometime here an OSHA inspector will be coming in to inspect.

### **NEW BUSINESS**

#### **TRUSTEES**

None

### **FISCAL OFFICER**

**RES # 18-138** A motion by Vince Coia, seconded by Pat Artz to approve the following PO's and BC's :

- a. PO #330-2018 for \$ 600.00 to Chase Card Services for Ray's desk from the Road fund.
- b. PO #331-2018 for \$1,000.00 to University Hospitals Corporate Health for physicals from the EMS fund.
- c. PO #332-2818 for \$200.00 to Loftin FABET for dumpster from the Grandview 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.

Pursuant to R.C 121.22(g) Executive Session was requested to discuss collective bargaining agreement negotiations and a hiring issue.

A motion by Vince Coia, seconded by Hank Gibson to suspend Regular session at 8:42 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 8:42 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, Zoning Inspector Jim DiPaola.

A motion by Vince Coia, seconded by Hank Gibson to close Executive session at 9:06 pm. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

A motion by Vince Coia, seconded by Hank Gibson to re-enter into Regular session at 9:06 pm. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

Roll call showed the following present: Trustees Vince Coia, Hank Gibson, Fiscal Officer Gail Pittman, Fire Chief Mark Kozak, Zoning Inspector Jim DiPaola.

The purpose of the Executive Session was to discuss collective bargaining agreement negotiations and a hiring issue.

**RES # 18-139** A motion by Vince Coia, seconded by Pat Artz to hire Jason Myer as Full Time Firefighter effective October 2, 2018 subject to the physical required by the CBA and the pension fund and the repayment of his physical if he leaves the employment of the township before the end of his first year. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

A motion by Hank Gibson, seconded by Vince Coia to authorize Chief Kozak and Jim DiPaola to enter into contract negotiations with the Full time union on behalf of Ravenna Township. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

**ADJOURNMENT**

A motion by Pat Artz, seconded by Vince Coia to adjourn the meeting at 9:11 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