

RAVENNA TOWNSHIP BOARD OF TRUSTEES
MINUTES OF REGULAR MEETING OF SEPTEMBER 25, 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 September 25, 2018. Trustee Vince Coia called the meeting to order at 7:02 P.M.

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

AUDIENCE

None

REGULAR BUSINESS

A motion by Vince Coia, seconded by Hank Gibson to approve the minutes of the Special Meeting of September 11, 2018. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

A motion by Vince Coia, seconded by Hank Gibson to approve the minutes of the Regular Meeting of September 11, 2018. R/C: Mr. Coia, 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 September 28, 2018 in the amount of \$36,710.68 and other warrants in the amount of \$62,401.95 with warrants over \$1,000.00 being read aloud for approval. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

OLD BUSINESS:
TRUSTEES

Ideas of projects that could be completed using the NOPEC grants were discussed. Among the ideas were spray foaming the garage bay ceilings in the Road Department, HVAC and plumbing repairs, replace garage doors in the Fire bays, installing a ventilator fan in the Fire bay. Trustees asked department heads to obtain estimates for each of the projects so that they could make decisions on the projects.

Vince talked with Laura Tubo from First Energy regarding the light pole at Peck Rd. First Energy placed the light on the wrong pole. First Energy said they do not have a pole in the proper place to use.

Vince said the Balloon A-Fair went well.

FISCAL OFFICER

Follow up discussion on the pending contract with Fire Recovery for traffic crash billing was held. Voting on the contract will take place at the next meeting.

The question of the 11.6 meeting falling on voting day was discussed, and whether the meeting date should change. The trustees decided to leave the meeting date the same.

DEPARTMENTAL REPORTS

ROAD DEPARTMENT

Road Superintendent Ray Taylor reported the following:

Hommon Ave. paving has been rescheduled for the first or second week in October.

Ray is getting a quote from the county engineer's office to stripe the Skeels Development. He believes it should be under \$1,000 for painting the double stripes on seven roads.

A motion to authorize the hiring of PC Engineer to paint the double yellow stripes on seven roads in the township if the cost is under \$1,000.00. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

GRANDVIEW

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

Doug has completed the safety structure to place in the open graves to prevent the side walls from caving and causing an accident. The Trustees were also grateful that Doug was able to fabricate the automatic door lock for the mausoleum, saving the township money on hiring it out.

ZONING DEPARTMENT

Zoning Inspector Jim DiPaola reported the following:

The Zoning Commission will meet October 17, 2018 at 7 PM in the Trustees meeting room to continue updating the Zoning Resolution.

The BZA will meet on October 10, 2018 in the Trustees meeting room to hear a request by the property owner at 6913 N. Chestnut St to operate a used motor home and camper sales business which is a conditionally permitted use under the Zoning Resolution.

Jim attended a meeting with the First Christian Church to discuss the church's upcoming project of moving to a new location.

Orchard Estates Mobile Home Park will be connected to the Portage County water system this year. Orchard Estates is paying to have a water line run to the Mobile Home Park water system and then permanently capping their wells.

The Haven of Portage will now have access to a water line since they will be within several hundred feet of the new water line to Orchard Estates. The Haven of Portage has decided to do the complete shelter project rather than build the shelter in phases.

Jim requested the Trustees to reappoint Remy Arness to the Board of Zoning Appeals.

RES # 18-140 A motion by Vince Coia, seconded by Hank Gibson to reappoint Remy Arness to the Board of Zoning Appeals for a new term running from September 28, 2018 to September 28, 2023. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

Regional Planning has moved their offices to the sixth floor of the Portage County Administration Building.

FIRE DEPARTMENT

Fire Chief Mark Kozak was present reported the following:

The township did not receive the FY2017 Equipment or the Regional Radio grant.

Mark asked to be able to write for the FY2018 grants.

A motion by Hank Gibson, seconded by Vince Coia to authorize Chief Kozak to write for a micro grant. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

A motion by Hank Gibson, seconded by Vince Coia to authorize Chief Kozak to write for a grant for a tanker truck. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

Mark requested an executive session later to discuss personnel.

The swear in date of Firefighter Myers is set for October 9th, 2018 at 6:30 pm.

It was decided the NOPEC sponsorship event grant should be used on a Christmas party this year.

A motion by Hank Gibson, seconded by Vince Coia to accept a gift card donation of pizza as was given to the fire dept. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

RES # 18-141 A motion by Hank Gibson, seconded by Vince Coia to authorize the donation of surplus outdated fire gear to Stark State. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

Tanker 2418 needs new tires and repair of the air conditioning. Ray said he would work on getting pricing of new tires for Mark.

NEW BUSINESS

TRUSTEES

Portage County Parks sent out a letter notifying the townships about the installation of toilets at several parks through the county. They asked for any comments or objections.

A motion by Vince Coia, seconded by Hank Gibson to respond to the Portage County Parks inquiry with “no objections”. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

The Salvation Army is holding a meet and greet on October 17th.

There will be a dedication for Jack Schafer Thursday, September 27th at 10:00 am.

FISCAL OFFICER

RES # 18-142 A motion by Vince Coia, seconded by Hank Gibson to approve the following PO's and BC's :

333-2018	154.77	Douglas Dillon	Grandview	Reimb for parts for door
334-2018	384.00	OTARMA	Fire	Ins on ambulance
335-2018	885.00	UH EMS Institute	Fire	Robt Barnhart EMS
336-2018	325.00	Witmer	Fire	Uniforms Myers
337-2018	3,000.00	Perfect Choice	Fire	a/c repair tanker
338-2018	3,500.00	Bob Sumerel Tire	Fire	Tires for tanker
339-2018	1,000.00	PC Engineer	Road	Striping for Skeels
340-2018	500.00	Central Allied	Road	Asphalt
23-2018	500.00	None (BC)	Grandview	Misc repairs & maint
341-2018	350.00	Muni Emerg Svc	Fire	Fire gear repair

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

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

Pursuant to R.C 121.22(g) Executive Session was requested to discuss a disciplinary issue.

A motion by Vince Coia, seconded by Hank Gibson to suspend Regular session at 8:23 pm. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

A motion by Vince Coia, seconded by Hank Gibson to enter into Executive session at 8:23 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 and Fire Chief Mark Kozak.

A motion by Vince Coia, seconded by Hank Gibson to close Executive session at 8:33 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 8:33 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 a disciplinary issue.

RES # 18-143 A motion by Hank Gibson, seconded by Vince Coia to terminate Probationary Firefighter Matthew DeGroff effective immediately. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

ADJOURNMENT

A motion by Vince Coia, seconded by Hank Gibson to adjourn the meeting at 8:33 pm.
R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

ATTEST:

TRUSTEE CHAIR

TRUSTEE

FISCAL OFFICER

TRUSTEE