

RAVENNA TOWNSHIP BOARD OF TRUSTEES
MINUTES OF REGULAR MEETING OF OCTOBER 9, 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 October 9, 2018. Trustee Vince Coia called the meeting to order at 7:03 P.M.

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

Previous to the meeting, Hank Gibson swore in Jason Myers as the new Full Time Firefighter and also swore in the following part time firefighters: Nate Barnhart, Robert Barnhart, John Coleman, Grant Holcomb, and Joshua White.

AUDIENCE

None

REGULAR BUSINESS

A motion by Hank Gibson, seconded by Vince Coia to approve the minutes of the Regular Meeting of September 25, 2018. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

Vince announced the correspondence book was available for public viewing.

A motion by Vince Coia, seconded by Hank Gibson to approve payroll warrants for October 12, 2018 in the amount of \$55,537.95 and other warrants in the amount of \$38,999.20 with warrants over \$1,000.00 being read aloud for approval. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

OLD BUSINESS:
TRUSTEES

Vince reported that Pat spoke with Mickey at the County Engineers office regarding the corner of Peck Rd and SR 59. Pat said she would talk with Griffith at the State tomorrow about getting some signage at the intersection.

He also said that Pat called to talk with Laura Tubo from First Energy regarding the charges and number of street lights we are being billed. Laura said she is no longer the person to talk to for our area. The new person has only been on the job for a couple of weeks and won't be coming to any of our meetings until she has settled into her new position.

Vince asked whether we had gotten any of the estimates for the proposed projects to be done with the NOPEC grant funds. Jim and Ray both said they are still awaiting quotes for garage doors and the foam sprayed insulation on the ceiling of the Road Dept bays.

The Christmas party plans using the NOPEC sponsorship funds were reviewed. Mark said his wife, Theresa, will be helping. They are going to be purchasing decorations and a Santa suit for Santa to wear. The rest of the money will be spent on gifts for the children. They are currently looking at December 1st or 2nd for the party, in the afternoon from maybe 2:00 – 4:00 pm. Mark is going to try to get UH to come do a mobile health fair.

FISCAL OFFICER

The pending contract with Fire Recovery for traffic crash billing was reviewed. The auditors had no issues with the contract, so Chris Meduri gave it his approval.

RES # 18-144 A motion by Hank Gibson, seconded by Vince Coia to accept and approve the contract with Fire Recovery for accident billing effective October 1, 2018. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

The Alternative Formula for local government fund distribution has been approved by The Budget Commission and will be in effect for 5 years beginning 2019 and ending 2023. The funding for 2019 will be \$57,890.09.

DEPARTMENTAL REPORTS

ROAD DEPARTMENT

Road Superintendent Ray Taylor reported the following:

Hommon Ave. paving is supposed to begin on Wednesday, October 10th. It should take about 3 work days to complete, based on the weather.

The county engineer's will stripe the Skeels Development on Wednesday also. The cost will be \$896.85.

We need to order a couple of boxes of flares for the road and fire vehicles. The cost for 2 cases will be about \$271.00

A motion by Vince Coia, seconded by Hank Gibson to authorize Ray to order 2 cases of flares. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

GRANDVIEW

Ray would like to purchase a shelving unit for Sarah to place all her file boxes on. He found one at Lowe's for under \$100.00.

A motion by Vince Coia, seconded by Hank Gibson to authorize Ray to purchase a shelving unit for Sarah to store her files. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

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 requested the Trustees to forward a couple of violations on to the Portage County Prosecutor's Office.

RES # 18-145 A motion by Vince Coia, seconded by Hank Gibson to forward 2018VIO04 to the Portage County Prosecutor for enforcement. Property owner Tommy West, 3425 Hidden Brook Dr., Ravenna, OH 44266, parcel 29-342-00-00-019-133 has failed to stop operating a business out of his house after being cited. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

RES # 18-146 A motion by Vince Coia, seconded by Hank Gibson to forward 2018VIO14 to the Portage County Prosecutor for enforcement. Vacant lot property owner Michael Frampton, St. Rt. 59, Ravenna, OH 44266, parcel 29-357-00-00-023-007 has failed to stop using a motor vehicle as a sign after being cited. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

The Portage County Land Bank has the potential for the sale of eight (8) properties on Garfield to an abutting property owner on Infirmiry Rd. The Land Bank would like to know if the township has any objection to the sale?

A motion by Vince Coia, seconded by Hank Gibson to state that Ravenna Township has no objection to the sale of eight (8) lots on Garfield to the abutting property owner at 6782 Infirmiry Road. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

Jim says the next and last phase at Forest Ridge should be completed within 3 years.

Jim presented the September Zoning report.

FIRE DEPARTMENT

Fire Chief Mark Kozak was present reported the following:

The township did not receive the CSX grant. Mark is working on the FEMA AFG grants.

Firefighter Fritz’s LOA has expired and he has failed to return to work. The Trustees signed a letter accepting Firefighter Fritz’s resignation effective immediately.

Mark and Jim are working on the CBA negotiations with the full time employees.

There will be an ISO inspection Monday, October 15, 2018.

Tanker 2418 new tires came in at \$2,000 and repair of the air conditioning was \$272.49. Both purchases came in lower than expected. Mark would like to use the savings to purchase locking drug cabinet doors for the new ambulance. The Trustees agreed that would be an appropriate use of the money.

We received about \$7,000 more in property taxes than expected, Mark will use that to purchase another set of fire gear.

NEW BUSINESS

TRUSTEES

OTARMA sent out letters for nominations for their Board of Directors. Any of the Trustees or Fiscal Officer could apply if interested

Vince said he had attended the OPWC meeting last week where they reviewed and discussed the projects approved for the next year.

FISCAL OFFICER

RES # 18-147 A motion by Hank Gibson, seconded by Vince Coia to approve the following PO’s and BC’s :

342-2018	20.79	Middlefield Bank	EMS	Interest adjust for loan pmt
343-2018	300.00	Grainger	Fire	Safety flares
344-2018	1,155.00	Pfund	Fire	Locking drug cabinet in amb

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

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

RES # 18-148 A motion by Vince Coia, seconded by Hank Gibson to approve EMS account disposition as recommended by LifeForce on the supplemental report. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

RES # 18-149 A motion by Vince Coia, seconded by Hank Gibson to approve and accept the August bank reconciliation and August monthly financial reports as presented by the fiscal officer. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

RES # 18-150 A motion by Hank Gibson, seconded by Vince Coia to approve and accept the September bank reconciliation and September monthly financial reports as presented by the fiscal officer. 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 8:12 pm. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

ATTEST:

TRUSTEE CHAIR

TRUSTEE

FISCAL OFFICER

TRUSTEE