

RAVENNA TOWNSHIP BOARD OF TRUSTEES
MINUTES OF REGULAR MEETING OF SEPTEMBER 8, 2020

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 8, 2020. Trustee Vince Coia called the meeting to order at 7:02 P.M.

Roll call showed the following present: Trustees Hank Gibson, Vince Coia, Pat Artz, Fiscal Officer Gail Pittman, Zoning Inspector Jim DiPaola, Road Superintendent Ray Taylor, and Fire Chief Mark Kozak. Assistant Fiscal Officer Jon Summers joined the meeting at 7:30.

AUDIENCE

Desiree

REGULAR BUSINESS

A motion by Vince Coia, seconded by Pat Artz to approve the minutes of the Special Meeting and the Regular Meeting of August 11, 2020, the Emergency Meeting of August 21, 2020, the Regular and Special Meetings of August 25, 2020 and the Emergency Meeting of September 2, 2020. R/C: Mr. Coia, yes; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

Vince announced the correspondence book was available in the Fiscal Office for public viewing by appointment during normal business hours.

A motion by Hank Gibson, seconded by Pat Artz to approve payroll warrants for September 11, 2020 in the amount of \$57,222.97 and other warrants, except #21706, in the amount of \$72,273.36 with warrants over \$1,000.00 being read aloud for approval. R/C: Mr. Coia, yes; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

A motion by Hank Gibson, seconded by Pat Artz to approve warrant #21706 in the amount of \$2,269.19. R/C: Mr. Coia, abstain; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

OLD BUSINESS

TRUSTEES

Benner Masonry did an inspection of the building. He said the building was pretty good with the exception of the crack from floor to ceiling along the stairway in the upper fire bay and there may be something going on with the foundation at the northeast corner. A report will be forthcoming.

Hank asked about the trash clean up for the township. Ray said he was still researching it.

FISCAL OFFICER

The second real estate tax rollback was received as well as the manufactured home real estate tax. There is yet to be received a second rollback for the manufactured home which is expected to be: General \$6696.71; Fire \$11,258.96; EMS \$5,016.00; and Road \$25,889.72.

DEPARTMENTAL REPORTS

ROAD DEPARTMENT

Ray submitted the following report:

Applications for the road worker position have started to come in. Ray will review them as they come in.

The Portage County Engineers should be striping the chip and sealed roads this week.

The parts for the road side mower have come in and it should be fixed by the end of the week.

GRANDVIEW CEMETERY

There were two burials and two cremations and four lot sales in the past two weeks.

Ray asked the trustees to buy 7 commercial trash bins to place around the cemetery. They are \$106.46/ea.

A motion by Hank Gibson, seconded by Vince Coia to authorize the purchase of 7 commercial trash receptacles at the price of \$106.46/ea. R/C: Mr. Coia, yes; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

Ray talked to the Assistant Prosecutor to have a letter composed regarding the situation of a person placing too many decorations on one of the cemetery lots which is not permitted according to the cemetery rules.

ZONING DEPARTMENT

Zoning Inspector Jim DiPaola was present and submitted the following report:

The Zoning Commission will meet Wednesday, September 16, 2020 to discuss event centers, temporary buildings and shooting ranges.

A public hearing regarding 6782 Garfield will be held on September 22 at 6:30 prior to the next regular Trustees' meeting. Notice of the hearing will be sent to the two lien holders listed in the title search.

The Assistant Prosecutor filed to have the Dominic Ciano court case dismissed.

Jim continues to work with Dennis West on economic development.

Jim presented the August Zoning Report.

LIAISON

Jim continues to work with Norfolk Southern on closing the grade crossing on South Prospect St.

The air purification system components have been ordered and the installation date will be scheduled soon.

FIRE DEPARTMENT

Fire Chief Mark Kozak was absent and Jim DiPaola submitted the following report:

The FEMA PPE Grant has been submitted.

The FEMA Public Assistance Reimbursement Program grant deadline has been extended indefinitely.

The township has been awarded the FEMA AFG 2019 Grant for extrication equipment and CPR machine. The Federal share will be \$47,555.24 and the Township's share will be \$2,377.76, totaling \$49,933.00

The Federal CARES grant will cover the heart monitors and security system/intercom system, along with online scheduling and fire reporting.

Mark would like to send Firefighter Frawley to Fire Officer II school.

A motion by Hank Gibson, seconded by Vince Coia to authorize sending Firefighter Frawley to Fire Officer Training II classes. R/C: Mr. Coia, yes; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

Capt. Morgan will be marking his 25 years of service with Ravenna Township. Mark would like to give him a service award or retirement gift. He's checked with the Asst. Prosecutor and Brett says the service award may be paid out of public funds should the legislative authority approve such a policy and expenditure.

RES# 20-111 A motion by Hank Gibson, seconded by Pat Artz to implement a policy in which the township formally recognizes employees with 25 years of service and authorizes the purchase of a service award or retirement gift in the amount not to exceed \$100.00 for employees in recognition of their long term public service and to promote such dedication in others. R/C: Mr. Coia, yes; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

Water is leaking down into the IT closet, the stairway and kitchen. Jim said he would get the roofing company out here again. The roof was not leaking prior to the contractor replacing the roof. The contractor did a poor job and may need to remove what they put down and replace it properly.

The rescue squads and Jeep Patriot are scheduled for their preventative maintenance this week.

NEW BUSINESS

TRUSTEES

None.

FISCAL OFFICER

RES # 20-112 A motion by Vince Coia, seconded by Pat Artz to approve the POs and BCs as listed:

341-2020	\$ 3,000.00	Chase Visa	Covid-19 supplies	FEMA 2901
346-2020	800.00	Advance Auto Parts	Parts	Road
347-2020	5,000.00	Ohio Edison	Electric usage	General
348-2020	500.00	Linde Gas	Oxygen	Fire
349-2020	500.00	Cuy. Comm. College	Fire Officer II Frawley	Fire
350-2020	800.00	Chase Visa	Trash cans	Grandview
351-2020	1,500.00	City of Ravenna	Dispatch balance of 2020	EMS
352-2020	1,300.00	Woodsy's Music	Sound system for meetings	2272

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

RES # 20-113 A motion by Vince Coia, seconded by Pat Artz to increase the revenue budget for fund 2901 by \$47,555.23 to a new revenue budget of \$89,494.30. R/C: Vince Coia, yes; Pat Artz, yes; Hank Gibson, yes. Motion passed.

Gail spoke with Frank Harmon about health insurance renewal and he expects to receive the renewal rates for the health insurance by mid October. He saw no reason to obtain health

information from employees this year because the mix stayed the same and there was no benefit to obtaining those quotes last year. He did receive quotes from dental and vision that will remain the same and the life insurance is giving the same rates with a 3-year rate lock.

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

Gail has been able to get pricing for the docking station, monitors, cables, phones, etc. along with the programming.

A motion by Vince Coia, seconded by Pat Artz to authorize the purchase of the additional equipment needed for remote working for the price of \$820.00. R/C: Vince Coia, yes; Pat Artz, yes; Hank Gibson, yes. Motion passed.

Jim has received a quote from Woodsy's Music for the sound system for the meetings. Since we are meeting in areas of the building where people must sit far apart in order to social distance, it is difficult to hear what others are saying. A sound system will allow all parties to hear each other.

A motion by Hank Gibson, seconded by Vince Coia to authorize the purchase of the sound system as quoted by Woodsy's for no more than \$1,600.00. It is determined that this sound system is needed in order for all parties to hear each other in meeting areas where parties are sitting far apart in order to social distance because of the Coronavirus. R/C: Vince Coia, yes; Pat Artz, yes; Hank Gibson, yes. Motion passed.

Pursuant to R.C 121.22(g) Executive Session was requested to review the information received from the attorney.

A motion by Vince Coia, seconded by Pat Artz to suspend Regular session at 8:11 pm. R/C: Mr. Coia, yes; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

A motion by Vince Coia, seconded by Pat Artz to enter into Executive session at 8:11 pm. R/C: Mr. Coia, yes; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

Roll call showed the following present: Trustees Vince Coia, Pat Artz, Hank Gibson, Fiscal Officer Gail Pittman.

A motion by Hank Gibson, seconded by Pat Artz to close Executive session at 8:46 pm. R/C: Mr. Coia, yes; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

A motion by Vince Coia, seconded by Hank Gibson to re-enter into Regular session at 8:46 pm. R/C: Mr. Coia, yes; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

Roll call showed the following present: Trustees Vince Coia, Pat Artz, Hank Gibson, Fiscal Officer Gail Pittman.

The purpose of the Executive Session was to review the information received from the attorney.

No action was taken.

Hank and Gail reported that they met with the following representatives from the City – Andrew Kluge, Frank Seman, Brian Huff, and Frank Cimino; Chad Murdock was also present for the Township in regards to the Maple Grove Union Cemetery agreement. Hank and Gail again presented the township's position that we are unable to financially support two cemeteries and, because both parties must agree, we request that the City allow the Township to withdraw from the agreement. They stated, as was in the letter, that we reduce our contribution over the next three years by 1/3rd each year. Currently, the Township pays 45% of the costs of Maple Grove which

amounts to more than 20% of the Township’s General Fund revenue. Putting that percentage in terms similar to the City’s general fund – what if they had an expenditure of \$1.7 million dollars and then suddenly they had to pick up another \$1.4 million; it would be a hardship for them as well. That’s what happened when we were suddenly required to maintain Grandview Cemetery on top of having to pay for the City’s Maple Grove Cemetery. Hank stated that he had attempted to make efforts to control costs with insurance and staffing and was outvoted. He also expressed his concerns that operations were not as efficient as they could be. Frank Seman stated that he wanted to discuss a Fire District, the JEDD, and a Resource Officer in addition to the cemetery. The township feels that any joint operations should make sense based on the circumstances for that issue not be wrapped up together holistically as he is suggesting. Essentially each issue should make financial sense independently of the others. Additionally, the township received a legal opinion that they are not permitted to expend funds for a school resource officer in accordance with Ohio law. All parties agreed that there are many unknowns in current financial circumstances because revenue is down for all governments right now due to Coronavirus. Frank Seman stated that they are trying to figure out how they can absorb the Maple Grove operations into the City’s operations. Gail stated that it is possible we could extend that term to 5 years, but if our levy does not pass renewal, we’re not going to be able to do that. Our general levy is funded by real estate tax revenue and a levy that is renewed every five years. The last time the levy was up for renewal, it passed by a very narrow margin. All parties agreed they would take the comments back to their respective governing boards and continue discussions. Hank and Gail noted that we did not receive a formal response from the City to our request, written or otherwise.

RES # 20-114 A motion by Pat Artz, seconded by Vince Coia to approve the dispositions of the EMS accounts as recommended by LifeForce. R/C: Vince Coia, yes; Pat Artz, yes; Hank Gibson, yes. Motion passed.

ADJOURNMENT

A motion by Pat Artz, seconded by Hank Gibson to adjourn the meeting at 8:48 pm. R/C: Mr. Coia, yes; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

ATTEST:

CHAIR

TRUSTEE

FISCAL OFFICER

TRUSTEE