

RAVENNA TOWNSHIP BOARD OF TRUSTEES
MINUTES OF REGULAR MEETING OF FEBRUARY 9, 2021

The Ravenna Township Board of Trustees met in Regular Session at the Ravenna Township Trustee's Meeting Room, 6115 Spring Street, Ravenna, Ohio, on February 9, 2021. Trustee Hank Gibson called the meeting to order at 7:05 P.M.

Roll call showed the following present: Trustees Vince Coia, Pat Artz and 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 were Erik Prose and Brett Bencze.

AUDIENCE

DS Architect representative, Erik Prose presented their feasibility study with preliminary layout and cost estimates for the proposed meeting room building. There was much discussion on the proposal and projected costs. The trustees decided to review the proposal and have a special meeting to discuss it further and decide to put the project out for bid.

REGULAR BUSINESS

A motion by Vince Coia, seconded by Pat Artz to approve the minutes of the Regular Meeting of January 26, 2021. R/C: Mr. Coia, yes; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

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

A motion by Hank Gibson, seconded by Vince Coia to approve payroll warrants for February 12, 2021 in the amount of \$59,143.46 and other warrants in the amount of \$18,821.47 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

A lien release for an old revolving fund property loan for 3421 SR 59 was reviewed. The loan balance has been paid in full.

RES # 21-012 A motion by Hank Gibson, seconded by Vince Coia to approve the lien release for the loan in the amount of \$5,175.43 for the property located at 3421 St. Rt. 59. R/C: Mr. Coia, yes; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed. Vince said he would take it down to AMS Title for signature and filing.

The website development was reviewed and changes suggested.

A motion by Hank Gibson, seconded by Vince Coia to approve the website design with modifications to the Maple Grove Cemetery page. R/C: Mr. Coia, yes; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

FISCAL OFFICER

None

DEPARTMENTAL REPORTS

ROAD DEPARTMENT

Ray was present and reported the following:

Ray presented a report on the amount of salt being used so far this season.

The new part time road worker, Jason Lovejoy, is working out well so far.

The tiles in the hall, kitchen and bathrooms are old and in need of replacement. Ray requested that he be allowed to rent a sander to refinish the floors and stain them like they did in the mausoleum. He said he could do it for about \$800.00 in material and equipment costs.

A motion by Vince Coia, seconded by Hank Gibson to approve the renting of a sander from Jordan Power Equipment for \$420 and concrete dye and sealer from Kuhlman Corp for \$400. R/C: Mr. Coia, yes; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

GRANDVIEW CEMETERY

There were two burials and one cremation in the past two weeks.

The lots pins have been ordered. They should be in in about 2 or 3 weeks.

ZONING DEPARTMENT

Zoning Inspector Jim DiPaola was present and reported the following:

The Board of Zoning Appeals will meet Wednesday, February 10, 2021 at 7 PM to hear a conditional use request for an inside storage facility from Ted Wynns, 2904 SR 59, Ravenna.

The dumpster at 6782 Garfield will be removed on Thursday, February 11, 2021.

A Zoning certificate has been issued for the new Dollar Tree at 6087 SR 14. This is the business in the space formerly occupied by Fastenal.

A Zoning certificate has been issued for the new Dollar General store at 6650 Cleveland Rd, next to Habitat for Humanity.

FIRE DEPARTMENT

Fire Chief Mark Kozak was present and reported the following:

Fire Fighter Dupre's LOA has expired and he has sent in a letter of resignation.

RES # 21-013 A motion by Hank Gibson, seconded by Vince Coia to accept the resignation of Firefighter Dupre effective immediately. R/C: Mr. Coia, yes; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

Mark is going to look into having an outside party review our building plans of the new meeting hall for fire code requirements rather than our department doing all of the review.

Americraft Plumbing has submitted a quote of \$824.99 to redo the gas line for the new stove.

A motion by Pat Artz, seconded by Vince Coia to approve the Americraft Plumbing quote to redo the gas line to the stove in the Fire Department kitchen for \$824.99. R/C: Mr. Coia, yes; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

NEW BUSINESS

TRUSTEES

None.

FISCAL OFFICER

1. **RES # 21-014** A motion by Hank Gibson, seconded by Vince Coia to approve PO's and BC's as listed below:
 - a. PO #143-2021 in the amount of \$250.00 to Bob Sumerel Tire Co for tires for ambulance from the Fire fund
 - b. PO #144-2021 in the amount of \$500.00 to Chase Card Services for advertising from the General fund
 - c. PO #145-2021 in the amount of \$500.00 to Chase Card Services for advertising from the Zoning fund
 - d. PO #146-2021 in the amount of \$700.00 to Chase Card Services for carbonite subscription from the General fund
 - e. PO #147-2021 in the amount of \$836.00 to Bureau of Workers Comp for 2020 true up balance due from the General, Road and Fire funds
 - f. PO #148-2021 in the amount of \$450.00 to Jordan Power Cleaning Equipment for equipment rental from the Road fund
 - g. PO #149-2021 in the amount of \$400.00 to Kuhlman Construction Products for supplies from the Road fund
 - h. PO #150-2021 in the amount of \$600.00 to D&L Carpet for cove molding from the General fund
 - i. PO #151-2021 in the amount of \$900.00 to Americraft Plumbing for repairs from the General fund
 - j. PO #152-2021 in the amount of \$1,000.00 to Sherwin Williams Co for paint for the Fire Dept from the General fund

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

Financial reports will be distributed tomorrow to the Trustees and department heads in Excel format.

The 2020 BWC true up has been completed and there is an additional \$836.00 which is in the list of payments.

Gail discussed online seminars she has been watching and gave a list of seminars that might be interesting for people to watch.

ADJOURNMENT

A motion by Hank Gibson, seconded by Vince Coia to adjourn the meeting at 9:23 pm.
R/C: Mr. Coia, yes; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

ATTEST:

CHAIR

TRUSTEE

FISCAL OFFICER

TRUSTEE