

RAVENNA TOWNSHIP BOARD OF TRUSTEES
MINUTES OF REGULAR MEETING OF FEBRUARY 23, 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 23, 2021. Trustee Hank Gibson called the meeting to order at 7:04 P.M.

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

AUDIENCE

None.

REGULAR BUSINESS

A motion by Vince Coia, seconded by Pat Artz to approve the minutes of the Regular Meeting of February 9, 2021. R/C: Mr. Coia, yes; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

A motion by Vince Coia, seconded by Hank Gibson to approve the minutes of the Special Meeting of February 16, 2021. R/C: Mr. Coia, yes; Mrs. Artz, abstain; 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 Vince Coia, seconded by Pat Artz to approve payroll warrants for February 26, 2021 in the amount of \$39,488.22 and other warrants in the amount of \$25,268.38 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

Vince gave a review of the Portage County Townships meeting held last Saturday and said the Parks Department will be attending the Township's April 6, 2021 meeting. The next County Township meeting will be held on May 15, 2021 and Hank said he will attend.

Hank mentioned to Jim that the property on the corner of Lakewood and Hommon is collecting an awful lot of pallets. The trailer next to Walmart might have a squatter living there, as there is a lot of junk piling up there. Jim said he was going to be contacting the prosecutor about that on Wednesday.

Pat said she looked into the requirements of attending the Sunshine Law seminar. She is thinking maybe Chellynn would be a good candidate to attend on her behalf.

FISCAL OFFICER

None, other than she is working on closing the 2020 UAN reports.

DEPARTMENTAL REPORTS

ROAD DEPARTMENT

Ray was present and reported the following:

Brad Hager has turned in his 2 week resignation paper. His last day will be Friday, February 26, 2021. Ray recommended that Jason Lovejoy be promoted from part time employee to full time.

RES # 21-017 A motion by Vince Coia, seconded by Hank Gibson to promote Jason Lovejoy from part time employment to full time at the current rate of \$16.00/hour effective Monday, March 1, 2021. R/C: Mr. Coia, yes; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

A motion by Vince Coia, seconded by Pat Artz to authorize advertising for another part time road worker on Indeed.com. R/C: Mr. Coia, yes; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

Ray asked to use the annual OTARMA MORE grant for safety gear and safety shirts from Hivissupply.com. The total would be \$630.35 and \$500.00 of it would be covered by the grant. Gail has told Ray she would get a PO on the books for the next meeting.

A motion by Vince Coia, seconded by Pat Artz to use the \$500 OTARMA safety grant on safety equipment and shirts for the Road Department from Hivissupply.com, with the remainder of the cost being covered by PO from the Road fund. R/C: Mr. Coia, yes; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

Ray has heard that the sewer project in the Chinn Development will be starting around August and will last a couple years. Ray will redo his road plans for the next couple of years to accommodate the project.

GRANDVIEW CEMETERY

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

The lot pins have arrived and installation will begin where needed.

The township has received a couple of donations for the cemetery.

RES # 21-018 A motion by Vince Coia, seconded by Pat Artz to accept the generous donations of \$50.00 from Jeffrey & Diane Buller and \$25.00 from Marian Miley, both in memory of Donald Louis Myers. R/C: Mr. Coia, yes; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

Chellynn showed interest in helping out with the paperwork in the Grandview Department since Brad was leaving.

A motion to by Hank Gibson, seconded by Vince Coia to update Chellynn's job description to include maintain records for the Grandview Cemetery and to help maintain the Township website and Facebook pages. R/C: Mr. Coia, yes; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

ZONING DEPARTMENT

Zoning Inspector Jim DiPaola was present and reported the following:

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

The BZA will also hear a request for Conditionally Permitted Use for a two-family dwelling at 6538 Cleveland Rd that the March 10, 2021 meeting.

Ables Auction House has relocated to 3761 Lovers Lane in the former Jehovah's Witnesses church. Ables purchased the building and a zoning certificate has been issued for the auction business.

Jeanine Johnson of 3781 Hopkinson Avenue is requesting the Trustees consider vacating the not dedicated portion of Terrill St. that is north of Hopkinson. That portion has been a driveway since the house was built in 2001.

RES # 21-019 A motion by Pat Artz, seconded by Vince Coia begin the process of vacating the not dedicated portion of Terrill St north of Hopkinson. R/C: Mr. Coia, yes; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

Jim asked the Trustees for a resolution to forward a nuisance violation to the Prosecutor's office.

RES # 21-020 A motion by Hank Gibson, seconded by Vince Coia to declare 2021 VIO 01, parcel 29-357-00-00-023-007, owner Michael Frampton, 4857 Perie Wood Lane, Kent OH 44240 as a nuisance and be forwarded to the Portage County Prosecutor for enforcement. R/C: Mr. Coia, yes; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

LIAISON

The Request for Qualifications for the meeting room building has been advertised in the Legal Notices and submissions are due Friday, March 5, 2021 by 3:00 PM. At the next Regular Meeting by the Trustees, the scoring of the submissions will be done.

Jim met with a representative of the Norfolk Southern, Peggy DiPaola and Mike Bogo to discuss closing the private railroad crossing on South Prospect Street. The city has offered to have a new road off Summit Road be constructed instead of a private drive. The railroad representative indicating that he may be able to get the railroad to cover the construction expense if it is an actual road instead of a private drive. The city would then maintain the road.

FIRE DEPARTMENT

Fire Chief Mark Kozak was present and reported the following:

We are still waiting on the budget bill to pass to finish the FEMA Public Assistance Reimbursement Program filing.

The FY2020 AFG grant has been submitted.

The Fire House Subs Grant has also been submitted.

Firefighter Bryant has requested a 6 month Leave of Absence.

A motion by Hank Gibson, seconded by Pat Artz to grant Firefighter Bryant a six-month leave of absence. R/C: Mr. Coia, yes; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

RES # 21-021 A motion by Hank Gibson, seconded by Vince Coia to authorize and accept the Lucas CPR machine 4.8 year preventative maintenance contract with Stryker for the price of \$5,896.80. R/C: Mr. Coia, yes; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

The kitchen upgrade project is nearing completion. The gas line has been moved and Myers Appliance has refunded the \$970.00 on the stove that was returned. The new stove will be \$1,573.15 and the unions have donated \$603.15 to cover the difference between the old stove and the new stove.

RES # 21-022 A motion by Hank Gibson, seconded by Vince Coia to accept the donation of \$603.15 from the Fire Department unions to cover the change of price of the upgraded stove for the kitchen project. R/C: Mr. Coia, yes; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

Mark thanked Doug and Ray for doing the exhaust work to Tanker #2418 and keeping the truck in service. There is a PO in the list for pump gauges for the tanker.

NEW BUSINESS
TRUSTEES

None.

FISCAL OFFICER

- 1. RES # 21-023** A motion by Vince Coia, seconded by Hank Gibson to approve PO's and BC's as listed below:
- a. PO #153-2021 in the amount of \$ 800.00 to Sherwin Williams Co for paint from the General fund
 - b. PO #154-2021 in the amount of \$ 500.00 to 4 Guys Inc for fire truck gauges from the Fire fund
 - c. PO #155-2021 in the amount of \$ 5,000.00 to City of Ravenna for road salt from the Road fund
 - d. PO #156-2021 in the amount of \$ 5,896.80 to Stryker Sales Corp for CPR machine maint. agreement from the 2281 fund
 - e. PO #157-2021 in the amount of \$3,000.00 to Municipal Emergency Services, Inc for supplies from the Fire fund
 - f. PO #158-2021 in the amount of \$800.00 to Walmart for supplies from the Fire 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.

Pursuant to R.C 121.22(g) Executive Session was requested to discuss an employee compensation issue.

A motion by Vince Coia, seconded by Hank Gibson to suspend Regular session at 8:05 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 8:05 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, Assistant Fiscal Officer Jon Summers.

A motion by Hank Gibson, seconded by Vince Coia to close Executive session at 8:25 pm.
R/C: Mr. Coia, yes; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

A motion by Hank Gibson, seconded by Pat Artz to re-enter into Regular session at 8:25 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, and Assistant Fiscal Officer Jon Summers.

The purpose of the Executive Session was to discuss an employee compensation issue.
No action was taken.

ADJOURNMENT

A motion by Hank Gibson, seconded by Pat Artz to adjourn the meeting at 8:26 pm. R/C: Mr. Coia, yes; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

ATTEST:

CHAIR

TRUSTEE

FISCAL OFFICER

TRUSTEE