

**RAVENNA TOWNSHIP BOARD OF TRUSTEES
MINUTES OF REGULAR MEETING OF AUGUST 24, 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 August 24, 2021. Trustee Hank Gibson called the meeting to order at 7:06 P.M.

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

AUDIENCE

None.

REGULAR BUSINESS

A motion by Hank Gibson, seconded by Pat Artz to approve the minutes of the Special Meeting of July 30, 2021. R/C: Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

Approval of the minutes of the Regular Meeting of August 10, 2021 and the Special Meeting of August 17, 2021 were tabled.

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 Pat Artz to approve payroll warrants for August 27, 2021 in the amount of \$35,751.44 and other warrants in the amount of \$22,480.94 with warrants over \$1,000.00 being read aloud for approval. R/C: Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

OLD BUSINESS:

TRUSTEES

Hank attended the Portage County Township Association meeting last Saturday at the Engineers’ Office. They talked briefly about the Regional Planning Comprehensive plan.

The OPWC District Seven sent out the official ballots. The Trustees discussed and voted for 3 teams to represent on the OPWC Integrating Committee.

A motion by Hank Gibson, seconded by Pat Artz to select teams 2, 3 and 4 on the OPWC District Seven ballot. R/C: Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

FISCAL OFFICER

The streetlight assessments is due for it’s annual approval for year 2021.

RES # 21-124 A motion by Hank Gibson, seconded by Pat Artz to approve Streetlight Assessments for 2021 tax year for collection in 2022 as presented:

District	Amount
Forest 1&2	1,278.57
Forest 3&4	779.82
Pine Ridge	480.06
PMHA	300.00
Breakneck	720.00

Forest 5&6	419.92
Total	3,978.37

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

DEPARTMENTAL REPORTS

ROAD DEPARTMENT

Ray was present and reported the following:

Ray walked the Fairhill Dr neighborhood with Mike Collins from the County Engineers regarding the water/flooding problems in that area. They believe they might have found the problem. A catch basin that was re-done a few years ago had been changed a bit. They re-worked it to put it back to the way it had been built and put a riser on it. Ray thinks that will help solve the issues.

Ray is still awaiting on Perrin to get quotes on different road projects around the township.

There is a storm water audit to be done at the end of the month. Ray needs to get some cabinets to store paints and other aerosols in to comply with regulations.

A motion by Pat Artz, seconded by Hank Gibson to approve the purchase of 3 cabinets from Amazon at the cost of \$731.85. R/C: Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

The supply of leaf bags for seniors in the township is nearly gone. Ray got a price of \$846 from the city for a skid of them.

A motion by Hank Gibson, seconded by Pat Artz to approve the purchase of a skid of leaf bags from the City of Ravenna at the cost of \$846.00. R/C: Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

GRANDVIEW CEMETERY

There have been 2 cremations, 1 burial and 1 columbarium sale done in the last 2 weeks.

ZONING DEPARTMENT

Zoning Inspector Jim DiPaola was present and reported the following:

The Zoning Commission met August 18, 2021 to discuss Zoning Code updates. They voted to pass the updated language on Event Centers and Food Trucks. A public hearing will need to be scheduled before the next Trustees meeting.

A motion by Hank Gibson, seconded by Pat Artz to set a public hearing for September 7, 2021 at 6:30 p.m. to hear zoning changes for event centers and food trucks. R/C: Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

The property at 3415 W. Spruce will have the chickens removed by September 2, 2021.

Jim met with Representative Gail Pavliga to discuss zoning issues as they relate to the ORC. The discussed a rental registration program for townships and possible legislation to support it. The Ohio Township Association is in support of this type of legislation.

Jim has attended two webinars held by our zoning software company iWorQ.

Jim is working with the property owner at 3090 Summit Rd to subdivide 5 acres.

Ted Wynns' commercial building at 2904 SR 59 has been sold to Route 59 Storage LLC, the people who own the self-storage facility directly behind 2904 SR 59.

Jim continues to work with Dennis West, the Economic Development Director, on the JEDD.

LIAISON

The foundation plans for the new meeting room have been submitted to the Portage County Building Department for approval. No additional information has been provided to the township since we requested changes from the plans drafted.

FIRE DEPARTMENT

Fire Chief Mark Kozak was present and reported the following:

Mark presented a proposed agreement between Ravenna Township and Oak Group Inc. for plan review for Fire plans.

RES # 21-125 A motion by Pat Artz, seconded by Hank Gibson to approve the proposed agreement between Ravenna Township and Oak Group Inc for Fire plan reviews contingent upon acceptance from the Portage County Prosecutor Office. R/C: Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

Mark discussed the commercial building on SR 59. There is a conflict between the Fire Code and the Building Code regarding sprinklers. It has been sent to the State for them to determine which code should be followed.

Fire gear pricing will be going up 11% starting September 1, 2021. Mark asked permission to accelerate his plans to purchase 3 sets of gear and thermal imaging cameras to save some money.

A motion by Pat Artz, seconded by Hank Gibson to approve the purchase of 3 sets of fire gear from Municipal Emergency Services. R/C: Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

A motion by Pat Artz, seconded by Hank Gibson to approve the purchase of 4 hand-held thermal imaging cameras for from Municipal Emergency Services. R/C: Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

NEW BUSINESS**TRUSTEES**

Hank spoke with one of the commissioners about putting in a bathroom at the King Kennedy Center using ARPA funds. He requested that the Commissioners consider committing money as well. Mark spoke with the Building Department on the best way to do it.

FISCAL OFFICER

RES # 21-126 A motion by Hank Gibson, seconded by Pat Artz to approve POs as listed:

Item	PO#	Amount	Vendor	Purpose	Fund
A	313-2021	100.00	Ohio Fire Chief's Assn	Dues 10/1/2021 – 9/30/22	Fire
B	314-2021	8,500.00	Municipal Emergency Services	3 sets fire gear, gloves, helmets	Fire
C	315-2021	3,100.00	Municipal Emergency Services	Thermal Imaging Cameras 4 portable	Fire
D	316-2021	1,000.00	Lowe's	Materials for repairs	Fire
E	317-2021	379.27	Witmer Public Safety	Uniforms (Than & Now PO)	Fire
F	318-2021	1,500.00	Witmer Public Safety	Uniforms	Fire
G	319-2021	900.00	Cit of Ravenna	Leaf bags for senior residents	General
H	320-2021	1,000.00	Chase Card Services	Cabinets & supplies for	Road

				storage	
I	321-2021	1,500.00	Chase Card Services	For Touch a Truck Event	General

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

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

ADJOURNMENT

A motion by Pat Artz, seconded by Hank Gibson to adjourn the meeting at 8:29 pm. R/C: Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

ATTEST:

CHAIR

TRUSTEE

FISCAL OFFICER

TRUSTEE