

**RAVENNA TOWNSHIP BOARD OF TRUSTEES
MINUTES OF SPECIAL MEETING OF OCTOBER 23, 2021**

The Ravenna Township Board of Trustees met in Special Session at the Ravenna Township Administration Office, 6115 Spring Street, Ravenna, Ohio, on October 23, 2021. Trustee Hank T. Gibson called the meeting to order at 10:00 a.m.

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

The purpose of the special meeting is to discuss recycling survey and agree on content and mailing.

The Portage County Commissioner's sent the trustees a cancellation notification of the current curbside recycling contract that was not due to expire until December 31, 2024. They offered a replacement with the monthly rate for curbside recycling nearly doubling to \$5.50 per month with no alternative. Essentially the notification is to accept the offer, or the county won't do curbside recycling for our township. Before the trustees consider accepting or rejecting the contract offer, they want to hear some feedback from the township residents. In order to get feedback, they previously agreed to mail out a survey requesting a return postcard with a vote. This meeting is to discuss and agree on the content, mailing list, and how will the work get done.

Jim has completed a draft postcard and the trustees discussed and agreed on the content and layout. Hank obtained a list of the property parcels and their owner from the Portage County Auditor. Gail did some sorts on the information and removed as many vacant land parcels as possible. Vince discussed making sure that owners of multiple parcels and homes got one vote rather than a postcard and vote for each parcel. So multiple parcels were removed. The mailing list was narrowed down to 2,212 names. The trustees felt this was a fair representation. After these things were finalized, Hank and Vince agreed to take the information to a couple of local vendors and get some pricing to outsource the project and hopefully get it out the door quickly.

A motion by Hank T. Gibson, seconded by Vince Coia, to approve postcard as designed and mailing list as modified, also to approve outsourcing the project to the vendor with the better pricing and turn around time as long as the cost is under \$4,000.00; otherwise we will do the assembly and mailing of the job in-house.

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

ADJOURNMENT

A motion by Vince Coia, seconded by Hank T. Gibson to adjourn the meeting at 11:08 a.m. pm. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

ATTEST:

CHAIR

TRUSTEE

FISCAL OFFICER

TRUSTEE