

RAVENNA TOWNSHIP BOARD OF TRUSTEES
MINUTES OF REGULAR MEETING OF NOVEMBER 3, 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 November 3, 2021. Trustee Hank Gibson called the meeting to order at 7:00 P.M.

Roll call showed the following present: Trustees Vince Coia, Pat Artz, Hank Gibson; Zoning Inspector Jim DiPaola, Fire Chief Mark Kozak, Road Superintendent Ray Taylor and Assistant Fiscal Officer Jon Summers. 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 October 19, 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 October 23, 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 Vince Coia, seconded by Hank Gibson to approve payroll warrants for November 5, 2021 in the amount of \$51,973.69 and other warrants in the amount of \$89,494.47 with warrants over \$1,000.00 being read aloud for approval. R/C: Vince Coia, yes; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

OLD BUSINESS:
TRUSTEES

Vince gave an update of the quote he had received from the UPS store for printing and mailing the survey questionnaire regarding the proposed rate change for township recycling. Printing of the cards would be \$884.80, postage would be \$2,167.76, setup/mail merge and labor would be \$583.00, for a total cost of \$3,635.56. They have already started the printing the cards today and will work on stamping and sealing them tomorrow.

The prioritization of the projects for the ARP grant monies was discussed. The Trustees decided that the projects would be 1) \$150K to the new building; 2) the bathroom project for the King Kennedy gym; 3) premium payments for current employees that have worked through the Covid crisis; 4) sidewalks for the area around the new Dollar General on Cleveland Rd; 5) teardowns of old dilapidated structures in the township.

A motion by Hank Gibson, seconded by Vince Coia to authorize the Fiscal Officer to contact the attorney regarding ARP grant project prioritizations. R/C: Vince 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 met with Mike Collins out at Forest Ridge Phase II area to discuss the stimulus program project. Mike will compute the figures and costs and write up the proposal and get back with the township.

The City is still trying to get the proper bit to jet through the clogged 8” pipe at the corner of Spring St and SR 59. Vince asked about requesting that they jet through the clogged pipe on Peck Rd. Ray said they are very busy right now, but will work with them on getting both of these pipes cleared.

Ray mentioned it was that time of year for the boot allowance for the road crew.

A motion by Vince Coia, seconded by Pat Artz to approve the reimbursable boot allowances of \$150/employee for each of the road crew. R/C: Mr. Coia, yes; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

Ray noted that the most knowledgeable employees at Advanced Auto have moved on and he would like to give O’Reilly’s Auto Parts a try. Vince signed the O’Reilly’s credit app.

The equipment and trucks are being prepared for the plowing season and the last run of the roadside mower is finishing this week. Collection of leaf bags will be ongoing until the snows start.

GRANDVIEW CEMETERY

There have been 5 burials and 1 cremation in the last 2 weeks.

ZONING DEPARTMENT

Zoning Inspector Jim DiPaola was present and reported the following:

The Zoning Board of Appeals will meet Wednesday, November 10 at 7 PM to hear 2021 BZA 08, Hasna Nouri, 3090 Summit Rd, to create lots smaller than 1.5 acres.

We’ve received a copy of a citation from the Portage County Health Dept. to Joshua Allen, 731 E Lake St for illegal disposal of construction and demolition debris & open dumping of solid waste.

Chellynn has turned in her letter of resignation. Her last day to work in the office will be November 15, 2021. She said she is available in the evenings if the Trustees would like to utilize her as the Zoning Commission and BZA secretary to attend meetings and take minutes.

A motion by Hank Gibson, seconded by Vince Coia to retain Chellynn Berry as the Zoning Commission and BZA secretary working in the evenings for the present time. R/C: Mr. Coia, yes; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

LIAISON

Jim met with Local 4201 representative to begin negotiations on the new Collective Bargaining Agreement. Local 4201 has elected to bypass any healthcare meeting involving insurance coverage for this year.

Jim met with Norfolk Southern Railroad to continue discussions on closing the private road crossing on South Prospect St.

The plumbing in the new meeting building has passed rough inspection. The next step is to pour the concrete slab for the building floor. That is scheduled to be done this Friday.

FIRE DEPARTMENT

Fire Chief Mark Kozak was present and reported the following:

Mark has applied for reimbursement for the FEMA AFG 2020 grant and will be applying for reimbursement of the Ohio EMS Grant.

Items for the FEMA Public Assistance Reimbursement Program are starting to arrive.

We received the funds from The Fire House Subs Grant and the items have been ordered.

The Ohio MARCS Grant has been submitted.

Mark is working with Matt and Jim on the Fee Schedule for fire code review for new construction plans.

An executive session at the end of the meeting was requested to discuss the CBA negotiations.

Firefighter Myers is signed up for Fire Officer 2 class at Tri-C.

The EMS levy was successful with the highest rate of passage that Mark has seen yet.

Fire Recovery has asked for a modification of billing practices, requesting that ALL non-resident recipients of services are direct billed.

RES # 21-147 A motion by Hank Gibson, seconded by Vince Coia authorize the modification of billing practices by Fire Recovery to direct bill ALL non-residents for services rendered by Ravenna Township. R/C: Mr. Coia, yes; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

The electric updates have been completed and we are waiting on a dryer repair to be done. Kozma Electric had found open wiring and Mark asked them to fix that problem. It may increase the cost to be above what the PO has been written for, so Mark asked for an increase in the PO amount.

A motion by Hank Gibson, seconded by Vince Coia to increase the PO for Kozma Electric \$500.00 to cover extra repair work. R/C: Mr. Coia, yes; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

A motion by Hank Gibson, seconded by Vince Coia to authorize Myer Appliance to repair the dryer for no more than \$250.00. R/C: Mr. Coia, yes; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

The equipment on Engine 2413 has been mounted and has turned out great.

Engine 2418 has engine problems and has been sent to FYDA. Mark requested approval for the repair, estimated about \$3,000.00. Mark is planning on using #2418 minimally until the new fire truck arrives as it is starting to nickel and dime the township.

A motion by Hank Gibson, seconded by Vince Coia to authorize FYDA Freightliner to repair Engine #2418 for an estimated \$3,000.00. R/C: Mr. Coia, yes; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

NEW BUSINESS

TRUSTEES

The Trustees reviewed the new Medical Mutual health insurance proposal. They noted that the census information is incorrectly still including one of the employees that has recently cancelled their insurance when they signed up for Medicare. Otherwise, they approved of the proposal.

RES # 21-148 A motion by Hank Gibson, seconded by Vince Coia to approve the Medical Mutual health insurance proposal with updated census information and will continue with the HSA funding at the current rates. R/C: Mr. Coia, yes; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

The Trustees reviewed the CTMS proposal for networking and wiring of the new meeting room building.

A motion by Vince Coia, seconded by Pat Artz to approve the CTMS proposal to network and wire the new meeting room building at the quoted price of \$7,575.00. R/C: Mr. Coia, yes; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

FISCAL OFFICER

RES # 21-149 A motion by Hank Gibson, seconded by Vince Coia to approve POs and BCs as listed:

Item	PO#	Amount	Vendor	Purpose	Fund
A	369-2021	550.00	Cuy Com College	Fire Officer 2 Jason Myers	Fire
B	370-2021	4,000.00	UPS Store	Recycling mailer	General
C	371-2021	285.50	PC Clerk Courts	Court Costs 2021CV00231	General
D	12-2021	2,000.00	BC	Physical for BWC Claim	General
E	372-2021	7,575.00	CTMS	Network equip for new building	General
F	373-2021	500.00	O'Reilly Auto Parts	Parts	Road
G	374-2021	150.00	Ray Taylor	Boot allowance	Road
H	375-2021	150.00	Doug Dillon	Boot allowance	Road
I	376-2021	150.00	Jason Lovejoy II	Boot allowance	Road
J	377-2021	150.00	Devin Shipp	Boot allowance	Road
K	378-2021	150.00	Nick Cessna	Boot allowance	Road

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

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

Pursuant to R.C 121.22(g) Executive Session was requested to discuss Collective Bargaining Agreement Negotiations.

A motion by Vince Coia, seconded by Hank Gibson to suspend Regular session at 7:59 pm. R/C: Mr. Coia, yes; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

A motion by Hank Gibson, seconded by Pat Artz to enter into Executive session at 8:00 pm. Mr. Coia, yes; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

Roll call showed the following present: Trustees Vince Coia, Pat Artz, Hank Gibson, Mark Kozak, Jim DiPaola.

A motion by Hank Gibson, seconded by Vince Coia to close Executive session at 8:30 pm. 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 8:31 pm. Mr. Coia, yes; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

Roll call showed the following present: Trustees Vince Coia, Pat Artz, Hank Gibson, Mark Kozak, Jim DiPaola.

The purpose of the Executive Session was to discuss Collective Bargaining Agreement Negotiations.

ADJOURNMENT

A motion by Vince Coia, seconded by Hank Gibson to adjourn the meeting at 8:31 pm.
R/C: Mr. Coia, yes; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

ATTEST:

CHAIR

TRUSTEE

FISCAL OFFICER

TRUSTEE