

RAVENNA TOWNSHIP BOARD OF TRUSTEES
MINUTES OF REGULAR MEETING OF DECEMBER 14, 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 December 14, 2021. Trustee Hank Gibson called the meeting to order at 7:09 P.M.

Roll call showed the following present: Trustees Vince Coia, 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 Pat Artz was absent. In the audience was Brett Psenicka.

AUDIENCE

Brett Psenicka, applicant for the position of Zoning Inspector, introduced himself and he and the Trustees discussed his qualifications and his interest in the open position.

REGULAR BUSINESS

A motion by Vince Coia, seconded by Hank Gibson to approve the minutes of the Regular Meeting of November 30, 2021. R/C: Mr. Coia, 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 December 17, 2021 in the amount of \$84,755.24 and other warrants in the amount of \$162,816.17 with warrants over \$1,000.00 being read aloud for approval. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

OLD BUSINESS:
TRUSTEES

The covid test kits came in. The Trustees asked that some kits are dispersed through the different departments and a log kept on who the kits are being given to so they are all accounted for.

Gail and Jim gave an update on the applications they've received for both the Zoning Inspector position and the Zoning Secretary position.

FISCAL OFFICER

RES # 21-157 A motion by Hank Gibson, seconded by Vince Coia to authorize the repayment of the advance in the amount of \$19,289.52 from Fund 2901 to Fund 1000. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

DEPARTMENTAL REPORTS

ROAD DEPARTMENT

Ray was present and reported the following:

We've replaced the 3 pieces of 8" pipe to the City of Ravenna that we borrowed from them to make repairs on Spring St at SR59.

Ray discussed the storm damage that occurred over the weekend. It wasn't bad, just a few trees down and a couple of flooded roads. He thanked the Fire Department for placing road closed signs out on Bridge St for him. The Road Crew was picking up the remaining bags of leaves and brush.

The Road Crew is doing equipment maintenance in their slow time.

GRANDVIEW CEMETERY

There were three burials and one cremation in the last two weeks.

Ray saw Mrs. Clites in the cemetery after the storm picking branches and placing them nicely in neat piles. He thanked her for her thoughtfulness.

ZONING DEPARTMENT

Zoning Inspector Jim DiPaola was present and reported the following:

The Zoning Board of Appeals met Wednesday, December 8, 2021 and granted variances to both requests: Hasna Nouri, 3090 Summit Rd, to create lots smaller than 1.5 acres and to Dollar General on Cleveland Road to allow a higher sign than allowed by code.

Jim is working with Gail to review applicants for both Zoning Inspector and the Zoning Secretary.

Ruth Schell, who has served for a long while on the Zoning Commission, has passed away. Jim wanted to acknowledge all of the good work she has done. The Trustees agreed and asked that a card be sent to the family.

Jim requested to attend the Ohio Township Association 2022 Winter Conference on January 26-28, 2022 in Columbus. He will be able to get his required Sunshine Law class completed while he is there. Hank said he was also thinking about going to that conference.

A motion by Hank Gibson, seconded by Vince Coia to approve travel and registration expenses for Jim to attend the OTA 2022 Winter Conference. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

Jim presented the November 2021 Zoning report.

LIAISON

The new meeting building construction is progressing; doors and windows are in, electric is being run, siding has been finished. The contractor said CTMS can come in to do their work.

FIRE DEPARTMENT

Fire Chief Mark Kozak was present and reported the following:

We received the \$5,000 Walmart grant money. Mark will use it for battery powered saws in 2022.

Mark requested that the township purchase an extra chain saw kit with the grant money at the beginning of next year.

A motion by Hank Gibson, seconded by Vince Coia to authorize the purchase of an additional chain saw kit at the beginning of next year. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

Mark continues 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 and MOUs.

As of yesterday, the fire department has run more calls than they did last year, which had been the busiest year on record.

The body work for Squad #2411 is scheduled for the end of December.

NEW BUSINESS

TRUSTEES

None.

FISCAL OFFICER

RES # 21-158 A motion by Hank Gibson, seconded by Vince Coia to approve POs and BCs as listed:

Item	PO#	Amount	Vendor	Purpose	Fund
A	T&N 408-2021	\$1,258.00	Chase Card Services	2 chain saws on grant Incorrect vendor orig PO	2111 & 2901
B	409-2021	\$150,000.00	J Herbert Const	Const for ARPA	2273
C	16-2021	\$207.18	BC	Orig. closed too early – reinstate	Road

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

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

RES # 21-159 A motion by Hank Gibson, seconded by Vince Coia to approve sending the account listed in group one to Capital Recovery for collection.: R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

RES # 21-160 A motion by Hank Gibson, seconded by Vince Coia to approve sending the remaining accounts to the Attorney General for collection. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

RES # 21-161 A motion by Hank Gibson, seconded by Vince Coia to approve the following temporary appropriations for 2022:

<i>Fund #</i>	<i>Name</i>	<i>2022 Temporary Appropriation</i>
1000	General	\$500,000.00
2011	MVL Tax	25,000.00
2021	Gasoline Tax	30,000.00
2031	Road and Bridge	300,000.00
2041	Cemetery	75,000.00
2111	Fire	450,000.00
2273	ARPA	150,000.00
2281	Ambulance and EMS	80,000.00
2282	EMS Levy	50,000.00
2901	Misc. Spec Revenue FEMA	10,000.00
2902	Flagpole Maintenance	5,000.00
4901	Misc. Capital Projects	300,000.00
	Total	\$1,975,000.00

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

RES # 21-162 A motion by Hank Gibson, seconded by Vince Coia to approve the 2022 meeting schedule as presented on the calendar. They are: Jan 11, 25, Feb 8, 22, March 8, 22, April 5, 19, May 3, 17, 31, June 14, 28, July 12, 26, August 9, 23, Sept 6, 20, Oct 4, 18, Nov 1, 15, 29, Dec 13, 27. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

The re-hiring of all employees and setting of their wages will be done at the next meeting.

NOPEC has sent notification that their \$1,500 sponsorship will need to be accepted by March 22, 2022.

Pursuant to R.C 121.22(g) Executive Session was requested to discuss employment hiring and to discuss the MOU for the Full Time Firefighters.

A motion by Vince Coia, seconded by Hank Gibson to suspend Regular session at 8:19 pm. R/C: Mr. Coia, yes; Mrs. Artz, absent; Mr. Gibson, yes. Motion Passed.

A motion by Vince Coia, seconded by Hank Gibson to enter into Executive session at 8:19 pm. Mr. Coia, yes; Mrs. Artz, absent; Mr. Gibson, yes. Motion Passed.

Roll call showed the following present: Trustees Vince Coia, Hank Gibson, Fiscal Officer Gail Pittman, Jim DiPaola.

A motion by Hank Gibson, seconded by Vince Coia to close Executive session at 9:22 pm. Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

A motion by Vince Coia, seconded by Hank Gibson to re-enter into Regular session at 9:23 pm. Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

Roll call showed the following present: Trustees Vince Coia, Hank Gibson, Fiscal Officer Gail Pittman, Jim DiPaola.

The purpose of the Executive Session was to discuss employment hiring and to discuss the MOU for the Full Time Firefighters.

RES # 21-163 A motion by Hank Gibson, seconded by Vince Coia to approve and accept the Full-Time MOU as presented. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

RES # 21-164 A motion by Hank Gibson, seconded by Vince Coia to authorize Mark to move forward with Lieutenant plan. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

ADJOURNMENT

A motion by Hank Gibson, seconded by Vince Coia to adjourn the meeting at 9:25 pm. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

ATTEST:

CHAIR

TRUSTEE

FISCAL OFFICER

TRUSTEE