

RAVENNA TOWNSHIP BOARD OF TRUSTEES
MINUTES OF REGULAR MEETING OF MARCH 8, 2022

The Ravenna Township Board of Trustees met in Regular Session at the Ravenna Township Trustee's Meeting Room, 6115 Spring Street, Ravenna, Ohio, on March 8, 2022. Trustee Hank Gibson called the meeting to order at 7:13 P.M.

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

A motion by Hank Gibson, seconded by Jim DiPaola to rescind the mask mandate on township properties. R/C: Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

AUDIENCE

Jen Davis from NDS.

REGULAR BUSINESS

A motion by Jim DiPaola, seconded by Hank Gibson approving the minutes of the Regular Meeting of February 22, 2022. R/C: Mr. DiPaola, 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 Jim DiPaola, seconded by Hank Gibson to approve payroll warrants for March 11, 2022 in the amount of \$56,265.11 and other warrants in the amount of \$48,636.05 with warrants over \$1,000.00 being read aloud for approval. R/C: Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

OLD BUSINESS:

TRUSTEES

RES # 22-024 A motion by Jim DiPaola, seconded by Hank Gibson to approve partial lien releases on Portage Homes III properties located at 483 Harvest Dr, Ravenna, and at 6264 Bridge St., Ravenna. R/C: Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

The Commissioners sent a copy of their resolution regarding the road vacation request for Terrill Rd.

FISCAL OFFICER

We received \$1,924.09 of redistributed additional unclaimed ARPA funds.

DEPARTMENTAL REPORTS

ROAD DEPARTMENT

Ray was present and reported the following:

The township replaced 2 driveway pipes for residents and are currently dealing with wash outs and tree damage from the storms.

Ravenna City was out with their sewer jet for the flooding on Spruce and Short Streets. They believe they have found the cause of the flooding, so they are coming out again to follow up on that with a camera.

Road crew is working on filling pot holes as they pop up.

Michelle came up with a press release to the Record Courier, The Portager and on the Facebook and township websites for the Spring Cleanup.

GRANDVIEW CEMETERY

There were two burials in the last two weeks.

The deed format has been finalized. Jon found a printer similar to the HPs we currently use but in color. The cost with a high-volume toner cartridge should be about \$880.

A motion by Jim DiPaola, seconded by Hank Gibson to proceed with ordering a color printer for the Grandview Cemetery.

ZONING DEPARTMENT

Zoning Inspector Brett Psenicka was present and reported the following:

The 2019 fire demolition escrow case at 6304 Spring St has finally been closed out.

Brett has been working on several complaint and has written a half dozen letters to some of the residents on Hill St. regarding trash in the yards and alerting them to the upcoming Spring Clean Up in April.

The prosecutor's office expects the case regarding the camper by Walmart to move on to mediation.

FIRE DEPARTMENT

Fire Chief Mark Kozak was present and reported the following:

Mark has submitted both MORE grants, one for the Road Dept and one for the Fire Dept.

Someone has donated \$100 of Domino's gift cards for the Fire Dept.

A motion by Hank Gibson, seconded by: Jim DiPaola to accept the \$100 of Domino gift cards for the Fire Dept. R/C: Jim DiPaola, yes; Hank T. Gibson, yes. Motion Passed

The ambulances are due for their semi-annual preventative maintenance.

Mark has a price of about \$7,500 from Leonard Truck and Trailer for a 16' trailer for the ATV scheduled to be delivered in April.

A motion by Hank Gibson, seconded by: Jim DiPaola to authorize the purchase of a 16' ATV trailer from Leonard Truck and Trailer for an estimated cost of \$7,500.00. R/C: Jim DiPaola, yes; Hank T. Gibson, yes. Motion Passed

A discussion followed regarding the storage of the new trailer and ATV. Ray said he would get prices on out buildings for storage of vehicles since we are running out of space.

NEW BUSINESS

TRUSTEES

Jim met with Ryan and Brett from EMA during the latest flooding and drove around the township viewing the problem areas. Hopefully they are going to be coming up with solutions to solve the issues.

FISCAL OFFICER

RES # 22-025 A motion by Hank Gibson, seconded by Jim DiPaola to approve POs and BCs as listed on the supplemental report: R/C: Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

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

RES # 22-026 A motion by Hank Gibson, seconded by Jim DiPaola to approve changing the stipulation on checks to expire after 180 days instead of 90 days on the new order of checks: R/C: Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

RES # 22-027 A motion by Hank Gibson, seconded by Jim DiPaola to approve and accept the January and February 2022 bank reconciliations and financial reports as presented by the Fiscal Officer: R/C: Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

Pursuant to R.C 121.22(g) Executive Session was requested to discuss interviews held and promotion to Lieutenant position.

A motion by Hank Gibson, seconded by Jim DiPaola to suspend Regular session at 8:08 pm. R/C: Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

A motion by Jim DiPaola, seconded by Hank Gibson to enter into Executive session at 8:09 pm. R/C: Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

Roll call showed the following present: Trustees Jim DiPaola and Hank Gibson, Fiscal Officer Gail Pittman, Fire Chief Mark Kozak.

A motion by Hank Gibson, seconded by Jim DiPaola to close Executive session at 8:53 pm. R/C: Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

A motion by Hank Gibson, seconded by Jim DiPaola to re-enter into Regular session at 8:53 pm. R/C: Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

Roll call showed the following present: Trustees Jim DiPaola, Hank Gibson, Fiscal Officer Gail Pittman, Fire Chief Mark Kozak.

The purpose of the Executive Session was to discuss employment issues.

The listing of accounts provided by Life Force with their recommendation was presented and discussed.

RES # 22-028 A motion by Jim DiPaola, seconded by Hank Gibson to write off one of the accounts and send the remaining accounts to the Attorney General for collections on the list submitted by LifeForce: R/C: Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

The trustees expressed that the township is better served by promoting two firefighters to positions of Lieutenant rather than one at this time.

RES # 22-029 A motion by Hank Gibson, seconded by Jim DiPaola to promote Firefighters Gemberling and Frawley to the positions of Lieutenant effective at the beginning of the next pay period (March 13, 2022): R/C: Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

All of the candidates were requested to come back in to the meeting and the decisions we the announced, The trustees expressed their gratitude for their service and dedication to the township and its residents as has been very evident during this process.

ADJOURNMENT

A motion by Jim DiPaola, seconded by Hank Gibson to adjourn the meeting at 9:03 pm. R/C: Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

ATTEST:

CHAIR

TRUSTEE

FISCAL OFFICER

TRUSTEE