

RAVENNA TOWNSHIP BOARD OF TRUSTEES
MINUTES OF REGULAR MEETING OF MARCH 22, 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 22, 2022. Trustee Vince Coia called the meeting to order at 7:00 P.M.

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

AUDIENCE

Frank Hairston thanked the Road Crew and Ray for their excellent work in taking care of the roads during the bad weather. He also thanked the Fire Dept for their hard work as well. He commented about illegal trash dumping again in the McElrath neighborhood and talked about speed bumps in the Skeels neighborhood. He inquired about when the spring cleanup is and then talked about the King Kennedy Center.

REGULAR BUSINESS

A motion by Hank Gibson, seconded by Jim DiPaola approving the minutes of the Special Meeting of March 8, 2022. R/C: Mr. Coia, abstain; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

A motion by Hank Gibson, seconded by Jim DiPaola approving the minutes of the Regular Meeting of March 8, 2022. R/C: Mr. Coia, abstain; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

Vince 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 25, 2022 in the amount of \$38,661.25 and other warrants in the amount of \$109,881.43 with warrants over \$1,000.00 being read aloud for approval. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

OLD BUSINESS:
TRUSTEES

RES # 22-030 A motion by Vince Coia, seconded by Hank Gibson to approve partial lien release on Portage Homes III property located at 510 Oakwood St, Ravenna 44266. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

RES # 22-031 A motion by Hank Gibson, seconded by Jim DiPaola to approve partial lien release on Portage Homes II property located at 548 Walnut St, Ravenna 44266. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

A motion by Hank Gibson, seconded by Vince Coia to accept the Organization Acknowledgement with NOPEC for the Community Sponsorship grant. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

Jim gave an update on the new building. Drywall will be installed soon and the HVAC unit is in and will be installed soon.

FISCAL OFFICER

Ray's new printer is in and working, the old one needs to be disposed because it doesn't work.

A motion by Hank Gibson, seconded by Vince Coia to declare Ray's old printer as surplus and can be destroyed. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

DEPARTMENTAL REPORTS**ROAD DEPARTMENT**

Ray was present and reported the following:

Twenty feet of culvert pipe has been replaced at Spruce and Short Streets. Hopefully that should solve the flooding problem on that portion of Spruce.

The chipper and related equipment is being checked and prepared for the upcoming brush/chipping season. Spring cleanup is set for April 30, 2022 from 8:00am until noon.

Ray submitted storage building estimates for an overflow garage and storage building that he obtained. Plans will need to go through the Building Dept. and will need to go out for bid if the costs are going to exceed \$50,000.

Ray discussed road projects that will need to be done over the next three years.

GRANDVIEW CEMETERY

There was one cremation done in the last two weeks.

The new deed folders came in and with the new color printer, Ray has created a supply of presentation folders to hand out with the new needs. They look very professional.

The driveways in the cemetery are needing several loads of #57 limestone. There's a PO in the list for approval.

A motion by Vince Coia, seconded by Hank Gibson to approve the purchase of limestone for the driveways in Grandview Cemetery. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

Ray would like to purchase mulch from Portage Tree Farms at \$20/yd.

A motion by Hank Gibson, seconded by Jim DiPaola to approve purchasing 30 yards of mulch from Portage Tree Farms at the cost of \$20/yd. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

Yardworks Lawncare quoted \$600/mow for the cemetery.

A motion by Vince Coia, seconded by Jim DiPaola to approve and accept the contract from Yardworks Lawncare at \$600/mow. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

Ray is getting pricing on gutters and foundation repairs for the mausoleum.

Hank said the township needed to get 2 markers for indigent burials for Maple Grove Cemetery. Hank said he would get prices.

Vince talked about release forms for the indigent burials.

ZONING DEPARTMENT

Zoning Inspector Brett Psenicka was absent:

None

FIRE DEPARTMENT

Fire Chief Mark Kozak was present and reported the following:

Leonard Truck and Trailer needs to be paid for the trailer for the ATV before we can pick it up. Vince said he would go with Matt Dix to pick up the trailer and would take the check with him. Firefighter Tippen has submitted his resignation.

A motion by Hank Gibson, seconded by Vince Coia to accept the resignation of Firefighter Tippen effective immediately. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

Squad 2411 needs new brakes and a new battery, the PO is in the list.

Squad 2412 needs new rear tires, the PO is in the list.

Engine 2418 needs equipment, the PO is in the list.

NEW BUSINESS**TRUSTEES**

Vince registered the township with the Soil and Water Department.

The sonic wall security annual subscription is due.

A motion by Vince Coia, seconded by Hank Gibson to authorize an update to our sonic wall security through CTMS for one year at the cost of \$567. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

FISCAL OFFICER

RES # 22-032 A motion by Jim DiPaola, seconded by Vince Coia to approve POs as listed:

Item	PO#	Amount	Vendor	Purpose	Fund
A	215-2022	1,000.00	Falls Flag & Banner Co	Flags	General
B	216-2022	700.00	Chase Card Services	Carbonite subscription	General
C	217-2022	500.00	American Solutions For Business	Check order	General
D	218-2022	600.00	Portage Tree Farms	Mulch	Grandview
E	219-2022	3,200.00	Witmer Public	Uniforms	Fire
F	220-2022	4,300.00	Route 14 Embroidery	Uniforms	Fire
G	221-2022	162.50	Levinsons	Uniforms-Frawley	Fire
H	222-2022	162.50	Route 14 Embroidery	Uniforms-Frawley	Fire
I	223-2022	325.00	Route 14 Embroidery	Uniforms-Gemberling	Fire
J	224-2022	600.00	Bob Sumerel Tire	Tires for ambulance	Fire
K	225-2022	4,600.00	MES	Hand tools, hose fittings	Fire
L	226-2022	800.00	Chase	Hazmat supplies	Fire
M	227-2022	567.00	CTMS	Sonicwall renewal	General

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

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

ADJOURNMENT

A motion by Vince Coia, seconded by Hank Gibson to adjourn the meeting at 8:14 pm.
R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

ATTEST:

CHAIR

TRUSTEE

FISCAL OFFICER

TRUSTEE