

**RAVENNA TOWNSHIP BOARD OF TRUSTEES  
MINUTES OF REGULAR MEETING OF JUNE 28, 2022**

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The Ravenna Township Board of Trustees met in Regular Session at the Ravenna Township Trustee's Meeting Room, 6145 Spring Street, Ravenna, Ohio, on June 28, 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, Zoning Inspector Brett Psenicka, Road Superintendent Ray Taylor and Assistant Fiscal Officer Jon Summers. Fire Chief Mark Kozak was absent, Firefighter Keith Gemberling attended in his place. In the audience were Diane Lee, Kelly Rogers and Derek Keider.

Hank Gibson thanked Jim DiPaola for all his efforts getting the new Trustee Building built.

**REGULAR BUSINESS**

A motion by Hank Gibson, seconded by Jim DiPaola, approving the minutes of the Regular Meeting of June 14, 2022. R/C: Mr. Coia, yes; 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 Vince Coia, seconded by Jim DiPaola, to approve payroll warrants for July 1, 2022 in the amount of \$54,851.22 and other warrants in the amount of \$29,300.63 with warrants over \$1,000.00 being read aloud for approval. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

**AUDIENCE**

Diane Lee spoke about the abandoned Meduri house at 6364 Roselawn. The grass is overgrown and the building does not seem to be secured well (windows and doors are open sometimes). She also asked about the status of the sewer project in their neighborhood. Jim said the project is going out to bid in August and Water Resources stated they will be having a meeting with all the residents and discuss funding. Jim said the EPA cited the county for failure of sewers in the neighborhood and once that happens it opens the door for qualification of additional governmental grants.

Kelly asked about whether the township is getting a leaf truck. Vince told him the expense of those trucks and the manpower to run them makes it cost prohibitive.

Diane discussed a steer in the neighborhood that is in a confined area. A discussion followed about contacting the Humane Society or APL or trying to get the owners to expand the enclosed area for the animal to roam further.

**OLD BUSINESS:  
TRUSTEES**

The bids for the Forest Ridge Paving project were opened. There were three bids dropped off at the office. The bids were as follows:

- a) Barbicas at \$195,221.50
- b) Perrin at \$244,795.00
- c) Chagrin Valley Paving \$217,120.00

The apparent low bidder is Barbicas. Ray said he would hand deliver the bids to the County Engineers the next day for tabulation and approval, then will make sure they get to the Prosecutor's office for additional review.

A motion by Hank Gibson, seconded by Vince Coia, to approve purchase of lettering for the new building from LAAD Sign aka Graphic Expressions at a cost of \$700.00. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

Hank spoke to Mark Frisone over the weekend about the King Kennedy Center bathroom project. Mark asked for a letter of intent from the township. He will be asking the County Commissioners to fund the balance of the project.

A motion by Hank Gibson, seconded by Vince Coia, to authorize Hank to write a letter of intent for Ravenna Township to commit to fund up to \$80,000.00 from the ARPA funds to partner with the Board of Commissioners to build bathroom facilities at the King Kennedy Center's gymnasium building. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

Vince said he was talking to Mr. Williams about the vacant house on Hill St. Vince spoke with Brad Cromes about the Land Bank taking over the house. Dan at the Land Bank said that house was their first priority at this time and they are hoping for the courts to give them the green light to start moving on it by late summer or early fall.

Jim talked about the emergency generator for the new building. The original estimate was \$8,750.00, but the price of the equipment has increased and there is now more labor necessary. Now that construction is finished, the estimate is at \$13,150.00 to provide and install the generator. Kozma Electric will need to trench and run gas line half way around the building.

A motion by Jim DiPaola, seconded by Hank Gibson to authorize the increased estimated cost from Kozma Electric to \$13,150.00 for the purchase and installation of the emergency generator for the new building. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

## **FISCAL OFFICER**

Gail has emailed five people so far to set up interviews for the Administrative Assistant job.

The Recorder's Office required a check in the exact amount of the filing fee for Zoning ordinance. Brett had to write a personal check and Gail requested the trustees authorize his reimbursement.

A motion by Hank Gibson, seconded by Vince Coia to authorize reimbursing Brett Psenicka \$20.00 for the Recorder's Office filing fee. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

Jim said the NOPEC grant allows for appliances to be purchased under their grant, so we can use it to purchase a new refrigerator for the new building. The Road Department and the Fire Department both confirmed that their refrigerators are very old and need replaced too. Jim will obtain new pricing and see if we can get a quantity discount.

## **DEPARTMENTAL REPORTS**

### **ROAD DEPARTMENT**

*Ray was present and reported the following:*

One road remains to be repaired before the chip and seal project can begin in the Blackhorse neighborhood. Ray has notified H Luli and that project is scheduled for mid-July.

Ray needs to order 4 skids of concrete from Quick Crete at the cost of \$280.80 per skid for repairs to catch basins on Forest Ridge Phase II.

A motion by Vince Coia, seconded by Jim DiPaola to authorize the purchase of four skids of concrete at the cost of \$1,123.20 from Quick Crete for catch basin repairs. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

The new keypad lock has been installed on the service door and works great.

The Morgan project from last year on Woodview Ave has been completed. We had a downpour a few days ago and everything seems to be draining properly now.

### **GRANDVIEW CEMETERY**

There was one burial and one cremation in the last two weeks.

The vase that was damaged on the Moore family spot has been replaced.

All the Memorial Day flags have been removed.

### **ZONING DEPARTMENT**

*Zoning Inspector Brett Psenicka was present and reported the following:*

Eviction proceedings with Zoning's input have begun at the 3390 SR 59 dilapidated apartment.

Brett is preparing a nuisance property complaint for 6060 Lakewood Rd that he will present at the next meeting. 6070 Lakewood has been purchased and is getting cleaned up.

Three recent complaints have been resolved.

The BZA will meet July 13, 2022 to hear three BZA variance requests.

The dog kennel/play park has been pushed back by the applicant. He has run into a lot of governmental hoops to jump through.

The high grass complaints have eased up.

Brett requested that the Jeep Patriot be used for the Zoning Dept. The trustees thought he was already using it.

Five permits have been issued in the past two weeks.

### **FIRE DEPARTMENT**

*Fire Chief Mark Kozak was absent and Firefighter Gemberling reported the following:*

The UTV has been picked up. Mark is waiting on an itemized invoice to close out the grant.

The Tri-C Fire School tuition for recruit Brown is \$350 higher than previously thought.

Mark requests that the Township cover the additional cost.

A motion by Hank Gibson, seconded by Jim DiPaola to authorize paying \$350 additional for Recruit Brown's Fire School through TRI-C. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

The Trustees asked Firefighter Gemberling to discuss the new fireworks law. Keith said it is currently unclear who would have to enforce the new laws. If the Trustees choose to not go along with the law and ban the fireworks, who would enforce it? With limited people on shift these days and with the increase in call volume they have been experiencing, it would be nearly impossible to be out chasing down violators blowing off fireworks. They do not want to be out enforcing fireworks restriction and a call comes in that delay's their response to a serious situation. After discussion, the Trustees decided to wait and see what transpires in the coming months before making any decision.

**NEW BUSINESS**  
**TRUSTEES**

None.

Ray asked whether there was a PO set up to cover seeding the grass around the new building. Gail said there was a \$1,000 one issued already for that purpose. Ray then asked whether the Trustees wanted him to put in a gravel area for parking on the west side of the building? They said that would be a good idea and Ray said he would need a PO from Shelly for the gravel. Did the Trustees want to put up no parking signs again? The Trustees said that would be best.

**FISCAL OFFICER**

**RES # 22-066** A motion by Vince Coia, seconded by Hank Gibson to approve POs as listed:

Item	PO#	Amount	Vendor	Purpose	Fund
A	277-2022	\$700.00	Graphic Expressions	Signage for new building	General
B	278-2022	\$1,000.00	Marlboro Supply	Road repair materials	Road
C	279-2022	\$4,200.00	Treas. State of Ohio	MARC's radio fees	Fire
D	280-2022	\$2,000.00	Auditor of State	State fees for audit	General
E	281-2022	\$2,000.00	Fire Recovery USA	Fees – crash billing collection	Fire
F	282-2022	\$1,500.00	Quikrete Cleveland	Concrete materials	Road
G	283-2022	\$500.00	Quality Truck	Parts for truck repair	Road
H	284-2022	\$350.00	TRI C	Ryan Brown tuition increase	Fire
I	285-2022	\$1,000.00	Kayline	Supplies	Fire
J	286-2022	\$4,400.00	Kozma Electric	Add'l cost of generator and work	General
K	287-2022	\$2,000.00	Shelly Materials	Gravel	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.

**RES # 22-067** A motion by Hank Gibson, seconded by Vince Coia to approve and accept the May 2022 bank reconciliation and financial reports as presented by the Fiscal Officer: R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

**RES # 22-068** A motion by Vince Coia, seconded by Jim DiPaola to send the first account listed on the supplemental report from LifeForce to Attorney General for collection and to write off the second account: R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

**ADJOURNMENT**

A motion by Vince Coia, seconded by Jim DiPaola to adjourn the meeting at 8:51 pm. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mrs. Gibson, yes. Motion Passed.

ATTEST:

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CHAIR

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TRUSTEE

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FISCAL OFFICER

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TRUSTEE