

**RAVENNA TOWNSHIP BOARD OF TRUSTEES
MINUTES OF REGULAR MEETING OF JULY 12, 2022**

The Ravenna Township Board of Trustees met in Regular Session at the Ravenna Township Trustee's Meeting Room, 6145 Spring Street, Ravenna, Ohio, on July 12, 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, Zoning Inspector Brett Psenicka, Road Superintendent Ray Taylor and Assistant Fiscal Officer Jon Summers. In the audience were Tom and Nancy Cirjak.

REGULAR BUSINESS

A motion by Jim DiPaola, seconded by Vince Coia, approving the minutes of the Regular Meeting of June 28, 2022. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

A motion by Vince Coia, seconded by Hank Gibson, approving the minutes of the Special Meeting of June 29, 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 15, 2022 in the amount of \$34,329.64 and other warrants in the amount of \$15,581.61 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

Tom Cirjak (6162 Spring St) asked about the possibility of tying into the water line from SR 59 to the Fire Station. Vince and Jim explained that the water lines belong to the City of Ravenna and they need to speak to them for permission. The township does not have any control of water lines. Tom also asked about the storm sewer that is in front of their building. Ohio Edison has torn up the drainage clay tile and it has not been replaced. They also smashed up the sidewalk in a couple of places and they have not fixed that either. Ray addressed the storm sewer issue, saying if the Cirjak's would purchase the pipe, Ray and the road crew would provide the labor to replace it for him.

OLD BUSINESS:
TRUSTEES

The Portage County Engineer and Prosecutor's offices have reviewed the bids for the Forest Ridge Paving project and all documents appear in order. Barbicas was the low bidder. The Portage County Engineer's office sent the trustees a letter regarding the cost difference in the project and recommended accepting the bid from Barbicas.

RES # 22-072 A motion by Vince Coia, seconded by Hank Gibson to accept the bid from Barbicas for the 2022 Forest Ridge Paving Project and award the project to them in the amount of \$195,221.50: R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

Vince said that Dave Saltsman from Detect Alarm was here and finished the camera placement and alarm for the new building.

FISCAL OFFICER

Gail said the new building has been added to the township's insurance policy.

We received the final bill for the new building. A discussion about whether all the credits have been applied and whether the final bill is accurate. The Trustees asked that the contractor be contacted and invited to the next meeting to discuss and verify.

We have received the second tranche of ARPA money by direct deposit in the amount of \$483,883.72 for a grand total of \$967,767.44 received over the two years.

DEPARTMENTAL REPORTS**ROAD DEPARTMENT**

Ray was present and reported the following:

H. Luli has been stock piling stone here for the Blackhorse chip and seal project. They should be starting the project soon.

The new roadside mower is in line waiting to be built, there is no timeline on when that will be. Vince asked whether that is the mower being built, not the tractor. Ray said yes. Our old mower is still out and mowing.

Ray will be concentrating on catch basin repairs in the Forest Ridge Development in preparation for the paving project to begin.

The Road crew has mowed Lovers Lane again, even though that is supposed to be handled by the City/County contract. Ray has forwarded the copy of the contract to them again.

The chipping truck broke down the other day. Doug was able to get the part at Klaben Ford (Sarchione didn't have the part) and got the truck running again, so we avoided a tow bill.

Ray requested a PO for Atwater Nursery for shrubbery for the landscaping around the new building.

GRANDVIEW CEMETERY

There was one burial and one lot sale in the last two weeks.

The mausoleum floor will be getting re-sealed within the next two weeks and Ray has a company coming out to give him a quote for putting up gutters. The company is out of Pennsylvania. Ray cannot find anyone locally that would risk drilling into the exterior marble on the mausoleum.

ZONING DEPARTMENT

Zoning Inspector Brett Psenicka was present and reported the following:

Two complaints on Hill St and one on Hoover has been closed with compliance.

The complaint on 3390 SR 59 was closed as a result of a recent fire there.

Brett requested a nuisance resolution for the property located at 6060 Lakewood Rd.

RES # 22-073 A motion by Vince Coia, seconded by Jim DiPaola

WHEREAS, a Board of Township Trustees may provide for the abatement, control, or removal of vegetation from land within the township if the board of trustees determines that such vegetation constitutes a nuisance pursuant to R.C. 505.87.

RESOLVED, that existing upon the land located at 6060 Lakewood Rd with permanent parcel number 29-343-00-00-031-000 (Real Property) is vegetation consisting of high grass, overgrown shrubs, vines and invasive plants and is in such a condition that this board determines such vegetation to be a nuisance pursuant to RC 505.87.

RESOLVED, that the Board of Trustees hereby orders that such vegetation nuisance be abated and removed within seven (7) days: from the receipt of the certified mailing; posting of this Resolution at the real property; the publishing of such notice once in a newspaper of general circulation in the township, whichever occurs first.

RESOLVED, if the vegetation nuisance is not abated and removed within the seven (7) day period referenced above, the Board of Trustees shall provide for the abatement and removal of the vegetation nuisance and any expenses incurred by the Board of Trustees shall be entered upon the tax duplicate and become a lien upon the land from the date of entry pursuant to RC 505.87.:

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

FIRE DEPARTMENT

Fire Chief Mark Kozak was present and reported the following:

The itemized receipts for the UTV have been submitted to close out the Firehouse Subs grant.

We received \$710.30 on the Ohio EMS grant. Mark asked for a motion to accept.

A motion by Vince Coia, seconded by Hank Gibson to accept the \$710.30 from the Ohio EMS Reimbursement Grant. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

There's a PO in the list tonight for lettering the new UTV.

The new fire truck is expected to get the final inspection in mid-August.

Mark requested an executive session at the end of the meeting to discuss details of a security arrangement and emergency response protocols.

Reminder, there will be a Fire Department work session tomorrow, July 13 at 5:30 pm.

NEW BUSINESS

TRUSTEES

Vince talked about the County's survey on broadband service.

Hank talked about coming up with a building rental agreement and pricing. Jon said he already has one person waiting on that information for renting the building in December.

FISCAL OFFICER

RES # 22-074 A motion by Jim DiPaola, seconded by Vince Coia to approve POs as listed:

Item	PO#	Amount	Vendor	Purpose	Fund
A	288-2022	\$195,221.50	Barbicas	Paving Forest Ridge 2022	Road
B	289-2022	\$1,000.00	Atwater Nursery	Landscaping around new building	General
C	290-2022	\$1,000.00	W.L. Tucker Supply	Supplies	Grandview
D	291-2022	\$1,000.00	Graphic Expressions	Decals for UTV	Fire
E	292-2022	\$1,000.00	UH Corp Health	Drug screen & physical	Fire

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 # 22-075 A motion by Vince Coia, seconded by Jim DiPaola to approve and accept the budgetary changes for Revenue:

Revenue Budget Changes				
Fund #	Fund Name	From	To	Increase (Decrease)
2111	Fire	\$732,223.00	\$774,223.00	\$42,000.00
2273	ARPA	\$483,883.72	\$485,807.81	\$1,924.09

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

RES # 22-076 A motion by Hank Gibson, seconded by Vince Coia to approve and accept the June 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.

OTARMA is sending out a representative tomorrow to look around the Road/Grandview and Fire Department areas and speak to the department head about risk mitigation strategies.

Pursuant to R.C 121.22(g) Executive Session was requested for the purpose of 1) discuss details of a security arrangement and emergency response protocols for the township because disclosure of such matter could reasonably be expected to jeopardize the security of the township; and 2) discuss employment and compensation.

A motion by Vince Coia, seconded by Jim DiPaola to suspend Regular session at 8:05 pm. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

A motion Vince Coia, seconded by Jim DiPaola to enter into Executive session at 8:05 pm. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

Attendance: Vince Coia, Jim DiPaola, Hank Gibson, Gail Pittman and Mark Kozak.

Returned to open session at 9:02 pm.

A motion by Hank Gibson, seconded by Jim DiPaola to use the IRS allowed new mileage rate of \$0.625/mile for travel reimbursement effective July 1, 2022: R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

A motion by Vince Coia, seconded by Jim DiPaola to authorize the purchase of a 4' table matching the new tables ordered for the new building from National Business Furniture for the price of \$500.00: R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

Brett has reached the end of his probationary period as the new Zoning Inspector and received a positive review.

RES # 22-077 A motion by Jim DiPaola, seconded by Vince Coia to increase Brett's rate of pay from \$16.00/hr. to \$16.50/hr. effective July 3, 2022: R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

RES # 22-078 A motion by Vince Coia, seconded by Hank Gibson to send all accounts listed on the supplemental report from LifeForce for collection as indicated: 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 9:05 pm. R/C:
Mr. Coia, yes; Mr. DiPaola, yes; Mrs. Gibson, yes. Motion Passed.

ATTEST:

CHAIR

TRUSTEE

FISCAL OFFICER

TRUSTEE