

RAVENNA TOWNSHIP BOARD OF TRUSTEES
MINUTES OF REGULAR MEETING OF AUGUST 23, 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 August 23, 2022. Trustee Vince Coia called the meeting to order at 7:06 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 was Todd Peetz.

AUDIENCE

Todd Peetz, from Portage County Regional Planning, spoke about Fair Housing, explaining the history of the Fair Housing Act and summarizing certain actions illegal under the act and the necessity of the law. He also spoke about assisting the township with the hazard mitigation grant and working with Ryan at DHS to apply for the grant. He said he would come back at the September 6, 2022 meeting to discuss the grant options with Ryan Shakelford in regards to the Brady Lake Rd flooding and the trailer park flooding.

REGULAR BUSINESS

A motion by Hank Gibson, seconded by Vince Coia, approving the minutes of the Regular Meeting of August 9, 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 August 26, 2022 in the amount of \$40,782.19 and other warrants in the amount of \$106,847.28 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

The date for the Trunk or Treat coming up in October was briefly discussed. The topic was tabled for more research so as to coordinate with what the surrounding communities were planning.

The public hearing by the Portage County Commissioners for the Sumner St Road vacation was held Thursday, August 18, 2022 and the commissioners denied the vacation due to the fact that it would create a landlocked piece of property.

Vince spoke with Frank Polichena about the lighting district. As of Monday, he had not spoken with Mr. Stone at First Energy.

Vince spoke with Mr. Badalamenti about the bathrooms at King Kennedy Center. The Commissioners will not partner with the township to install the bathrooms. He said that Mark Frisone has received, or will be receiving soon, \$2 Million dollars in grant money and he should use that grant money for the bathrooms.

FISCAL OFFICER

RES # 22-102 A motion by Hank Gibson, seconded by Jim DiPaola to approve the Streetlight District assessments for 2022 tax year for collection in 2023 as presented:

District	Amount
Forest 1&2	1,260.04
Forest 3&4	779.82
Pine Ridge	480.06
PMHA	300.00
Breakneck	720.00
Forest 5&6	419.92
Total	3,959.84

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

RES # 22-103 A motion by Hank Gibson, seconded by Jim DiPaola to approve the assessment for nuisance abatement of parcel 29-343-00-00-031-0000 6060 Lakewood Rd in the amount of \$599.17 to be recorded on the tax duplicate. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

ODJFS sent another statement and letter. The letter says they are still working through clearing the fraudulent claims.

The 2022 township budget has risen to the next level due to grant proceeds and, as a result, the elected official compensation for 2022 needs adjusted.

RES # 22-104 A motion by Vince Coia, seconded by Hank Gibson to adjust trustee and fiscal officer compensation according to ORC Sections 505.24 and 507.09. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

RES # 22-105 A motion by Vince Coia, seconded by Hank Gibson to adopt the Public Records Policy as modified and reviewed by legal. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

DEPARTMENTAL REPORTS**ROAD DEPARTMENT**

Ray was present and reported the following:

The City of Ravenna sent their annual salt contract. The price per ton has increased from \$43.76/ton last year to \$48.69/ton for the 2022/2023 season.

RES # 22-106 A motion by Vince Coia, seconded by Jim DiPaola to accept the Ravenna City Salt Agreement at the price of \$48.69/ton beginning October 1, 2022 and no minimum amount specified. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

Portage County sent an estimate of \$1,490.63 for striping the roads that have been chipped and sealed in the Blackhorse area.

A motion by Vince Coia, seconded by Hank Gibson to accept the quoted price of \$1,490.63 from Portage County for striping the roads in the Blackhorse neighborhood. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

The road crew is busy crack sealing the roads. They have finished the Forest Ridge I area, Hommon and Dawley Roads so far.

We are still waiting on Barbicas Construction begin the paving in Forest Ridge. It should be sometime this week.

GRANDVIEW CEMETERY

There were two burials, two cremations and one lot sale in the last two weeks.

The gutters on the mausoleum project are completed and so is the floor sealing project. Pictures were presented and everyone commented about how great the floor and gutters both look.

ZONING DEPARTMENT

Zoning Inspector Brett Psenicka was present and reported the following:

Brett has received two new complaints and two repeat high grass complaints.

The BZA will be meeting on September 14, 2022 to hear 4 applications.

The Breakneck Creek lighting installation is still pending a final agreement. The lighting engineer has submitted a map showing 12 light locations as per the lighting district agreement

A motion by Vince Coia, seconded by Hank Gibson to approve the 12 light locations and installation as was initially agreed upon in the 2005 lighting district documents. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

Brett has been and will continue researching all the subdivision parking issues. So far, he's gone all the way back to 1999.

FIRE DEPARTMENT

Fire Chief Mark Kozak was present and reported the following:

We received the \$30,160.00 2021 FEMA AFG grant money for the gas monitoring equipment. We are still waiting on an announcement on the SAFER and Ohio Retention Grants.

RES # 22-107 A motion by Hank Gibson, seconded by Jim DiPaola to accept the \$28,723.80 federal money (with our \$1,436.20 match) from the 2021 FEMA AFG grant for gas monitoring equipment. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

Mark would like to send Firefighter Cook to Fire Officer 1 Class at Tri-C.

A motion by Hank Gibson, seconded by Jim DiPaola to authorize sending Firefighter Cook to the Fire Officer I class at Tri-C at the cost of \$550.00 plus the cost of books at Amazon of approximately \$100.00. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

Mark requested an executive session at the end of the meeting to discuss collective bargaining negotiations and details of a security arrangement and emergency response protocols for the township because disclosure of such matters could reasonably be expected to jeopardize the security of the township..

Reminder that the next Fire Department work session will be tomorrow at 5:30 pm.

Mark has a new part time firefighter he would like to hire.

RES # 22-108 A motion by Hank Gibson, seconded by Jim DiPaola to authorize hiring Anthony Rothgery as part time Firefighter/Basic with pay rate in accordance with the Part Time CBA pending drug screen, physical and background checks. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

The final inspection has been completed on the new fire engine. There is a small dime sized crack in the paint on the hood of the truck that needs fixed and the manufacturer is arranging for its repair. It will be going out for graphics next.

The lights and sirens are getting installed on the UTV.

Mark discussed the fees for fireworks applications and the need for them to be increased because the fee does not cover the costs of having an inspector on site.

RES # 22-109 A motion by Hank Gibson, seconded by Jim DiPaola to increase the price of the fireworks application fee to \$200.00 effective January 1, 2023. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

The Balloon-A-Fair is September 17, 2022 and 18th. The parade is at 9:00 am on the 17th and riders need to meet between 8:00 a.m. – 8:30 a.m.

Mark discussed changing from Sarchione Ford to Klaben Ford for preventative maintenance because of the poor workmanship we have been receiving lately. The trustees agreed.

NEW BUSINESS **TRUSTEES**

Regional Planning sent two notifications of replats scheduled for their meeting on September 14, 2022. The first is a replat of sublots 3-8 and 20 of Block 6 in the McElrath Park Allotment on Henderson St and Blake Ave, Lot 11 S.D. The second one is a replat of sublots 26 & 27 in the Meadowbrook No. 1 on Meadowbrook Blvd., Lot 4 M.D.

All of the trustees attended the Township Association meeting last Saturday that was held in Brimfield. For communities that have trouble with internet, equipment to boost signals will be placed on the MARS radio towers. Vouchers with the health department can be obtained to dispose of tires. Regarding sewer projects – the contact will be John Vance with the Water Resources Department. Various county offices are offering income-based programs to fund septic or sewer projects.

Jim attended Franklin Township’s Zoning Commission meeting because they are in the process of writing zoning code for medical marijuana facilities and asked for insight.

FISCAL OFFICER

RES # 22-110 A motion by Vince Coia, seconded by Hank Gibson to approve POs as listed:

Item	PO#	Amount	Vendor	Purpose	Fund
A	311-2022	\$1,000.00	Chad Murdock	Legal work	General
B	312-2022	\$1,000.00	Brandon Heating	Repairs	General
C	313-2022	\$1,000.00	Klaben Ford	Repairs and maint	Fire
D	314-2022	\$1,000.00	MES	Foam for new fire truck	Fire
E	315-2022	\$1,000.00	Bound Tree Med	Ems supplies	Ems
F	316-2022	\$1,500.00	Hastings Air	Attachment for new truck	Fire
G	317-2022	\$1,000.00	Lakeside Cremation	Indigent burial-Fernandez	General
H	318-2022	\$1,500.00	Port Cnty Engineer	Striping for C&S roads	Road
I	319-2022	\$1,250.00	Marchese Comm	Hook up lights for fire truck	Fire
J	320-2022	\$550.00	Cuyahoga Community College	Fire Officer I training for Cook	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 # 22-111 A motion by Vince Coia, seconded by Hank Gibson to approve and accept the July 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 # 22-112 A motion by Vince Coia, seconded by Hank Gibson to approve budgetary changes as follows for Revenue:

Revenue Budget Changes				
Fund #	Fund Name	From	To	Increase (Decrease)
2901	FEMA	\$0.00	\$28,723.80	\$28,723.80

R/C: Vince Coia, yes; Jim DiPaola, yes; Hank T. Gibson, yes. Motion Passed.

Pursuant to R.C 121.22(g) Executive Session was requested for the purpose of discussing 1. Collective Bargaining Agreement Negotiation discussion and 2. Discussing details of a security arrangement and emergency response protocols for the township because disclosure of such matters could reasonably be expected to jeopardize the security of the township and 3.) to discuss matters required to be confidential by Federal HIPAA law.

A motion by Vince Coia, seconded by Hank Gibson to suspend Regular session at 8:55 pm. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

A motion Vince Coia, seconded by Hank Gibson to enter into Executive session at 8:55 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 9:18 pm.

RES # 22-113 A motion by Vince Coia, seconded by Jim DiPaola to send items #1 listed under the “Atty. General collections” section, #3 under the “Recommends write off” section and #1 listed under the “Needs recommendation” on the supplemental report from LifeForce to the Attorney General for collection as indicated: R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

RES # 22-114 A motion by Vince Coia, seconded by Jim DiPaola to write off items #2 and 3 listed under the “Recommends write off” section on the supplemental report from LifeForce 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 9:29 pm. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mrs. Gibson, yes. Motion Passed.

ATTEST:

CHAIR

TRUSTEE

FISCAL OFFICER

TRUSTEE