

RAVENNA TOWNSHIP BOARD OF TRUSTEES
MINUTES OF REGULAR MEETING OF DECEMBER 13, 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 December 13, 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 Liaison Mark Kozak, Road Superintendent Ray Taylor and Assistant Fiscal Officer Jon Summers and Acting Zoning Inspector Melissa Murphy,. Fire Chief Dave Moore was absent.

AUDIENCE

None

REGULAR BUSINESS

Approval for the minutes of the Regular Meeting of November 29, 2022 and the Special Meeting of December 1, 2022 were both tabled.

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 December 16, 2022 in the amount of \$38,398.66 and other warrants in the amount of \$62,525.33 with warrants over \$1,000.00 being read aloud for approval. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Carried.

OLD BUSINESS:

TRUSTEES

A motion by Hank Gibson, seconded by Jim DiPaola to donate the remaining cider to the Center of Hope. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Carried.

RES #22-166 A motion by Jim DiPaola, seconded by Vince Coia to approve the MOU for the Ravenna Community Economic Director with Ravenna City for one-year with our Share at \$15,000.00 to be paid quarterly for the year 2023. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Carried.

RES #22-167 A motion by Jim DiPaola, seconded by Hank Gibson to approve the contract with Denis West for the Ravenna Community Economic Director with Ravenna City for one-year. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Carried.

FISCAL OFFICER

None old business, other than to request an executive session at the end of the meeting to discuss employee discipline, cba contract and employee compensation.

DEPARTMENTAL REPORTS

ROAD DEPARTMENT

Ray was present and reported the following:

Ray has paused the ad on Indeed.com because he was not getting any good responses. He is placing the ad of the open position on the township's website and on its Facebook page. He is not in any great hurry and will wait to see if more applications will come through this way.

The chains for the little plow tractor have been installed.

The new plow blades for the trucks have been installed and the trucks are ready for the snow.

Ray is still working with O'Brian Sewer Jet to see if a camera is available for the unit that Ray has chosen.

Maintenance prepping for the winter weather is being done.

The camera on Hopkinson Ave has been removed for the winter.

Ray has been checking on prices of storage building. He estimates we would need a 50'X 80' one to hold all the stuff that is in the building on Cleveland Rd.

The new roadside mower is torn apart and waiting on parts.

GRANDVIEW CEMETERY

There were three burials and one cremation in the past two weeks.

ZONING DEPARTMENT

Melissa was present and reported the following:

An application from Haaz Automall was received for an 8,400 square foot commercial structure on Hazel St.

Melissa has been organizing all the zoning records in preparation for a new zoning inspector. She has been creating procedures regarding the application process, filing, server organization, hearings, etc.

The BZA will meet Wednesday, December 14, 2022 at 6:00 pm to review and approve minutes from the November 9, 2022 public hearing. There are no applications before the Board this month.

The Zoning Commission is scheduled to meet on January 18, 2023 to approve the minutes from the November 16, 2022 meeting and to discuss several proposed changes to the code book.

Melissa and Jim are going through the resumes of applicants for the zoning inspector position. They have received 27 applications, about 10 of them look interesting.

FIRE DEPARTMENT

Fire Chief Moore was absent and Mark reported the following:

The gas monitoring equipment for the 2021 FEMA AFG has been ordered.

We did not get the SAFER grant.

Mark requested an executive session at the end to discuss CBA negotiations.

Mark discussed schooling for several of the firefighters.

A motion by Hank Gibson, seconded by Jim DiPaola to authorize sending Anthony Rothgery to paramedic school. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Carried.

A motion by Hank Gibson, seconded by Jim DiPaola to authorize sending Jeff Cook to Inspector school for the estimated cost of \$300 plus room and board in 2023. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Carried.

A motion by Hank Gibson, seconded by Jim DiPaola to authorize sending Antonio Bennardo to fire school at Tri-C at the cost of \$3,604. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Carried.

Engine 2413 is still out of service due to valves leaking. The Sutphen pump repair is estimated to be \$4,000.

A motion by Hank Gibson, seconded by Jim DiPaola to authorize the Sutphen pump repair at the estimated cost of \$4,000.00. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Carried.

NEW BUSINESS

TRUSTEES

Jim reviewed the zoning fee schedule changes and presented them to the board for adoption.

RES #22-168 A motion by Jim DiPaola, seconded by Hank Gibson to approve and adopt the zoning fee schedule as presented effective December 14, 2022. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Carried.

Hank said there was discussion around about naming a road in honor of Ms. Liddell and was inquiring about the process. He said he will email Brett Bencze at the County Prosecutor’s Office.

FISCAL OFFICER

RES # 22-169 A motion by Hank Gibson, seconded by Vince Coia to approve POs as listed:

Item	PO#	Amount	Vendor	Purpose	Fund
A	405-2022	\$800.00	Chase Card	Advertisement zoning	General
B	406-2022	\$500.00	AmeriGas	Propane	Grandview
C	407-2022	\$400.00	Staples	Supplies	General
D	408-2022	\$500.00	Bica’s Lock	Re-key locks	Fire
E	409-2022	\$3,827.04	Sutphen	Valve repair	Fire
F	410-2022	\$1,970.33	PC Regional Plan	Q1.2023 membership dues	General
G	411-2022	\$500.00	Lowes	Tarps	Fire
H	412-2022	\$4,029.60	Univ. of Akron	Rothgery paramedic training	Fire
I	413-2022	\$3,604.00	Tri-C	Bennardo Fire School	Fire

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

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

RES # 22-170 A motion by Hank Gibson, seconded by Vince Coia to approve an advance from the general fund #1000 to the FEMA fund #2901 in the amount of \$19,544.76 if needed because the grant money may not be received by the end of the year. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Carried.

RES # 22-171 A motion by Hank Gibson, seconded by Vince Coia to approve budgetary changes as follows for Revenue:

Revenue Budget Changes				
Fund #	Fund Name	From	To	Increase (Decrease)
2901	FEMA	\$28,723.80	\$19,544.76	(\$9,179.04)

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

RES # 22-172 A motion by Jim DiPaola, seconded by Hank Gibson to authorize Petty Cash in the amount of \$100.00 for administration. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Carried.

Pursuant to R.C 121.22(g) Executive Session was requested for the purpose of discussing collective bargaining agreement negotiations, employee discipline and compensation.

A motion by Vince Coia, seconded by Hank Gibson to suspend Regular session at 8:00 pm. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Carried.

A motion by Vince Coia, seconded by Hank Gibson to enter into Executive session at 8:01 pm. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Carried.

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

Returned to open session at 8:41 pm.

RES # 22-173 A motion by Jim DiPaola, seconded by Vince Coia to authorize James Crevar’s wage rate to be set at the seniority level from the point of his original hire date, retro from his re-hire date. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Carried.

RES # 22-174 A motion by Vince Coia, seconded by Hank Gibson to waive billing for the EMS and crash billing case discussed in executive session. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Carried.

A motion by Vince Coia, seconded by Jim DiPaola to set a special meeting for Friday, December 16, 2022 at 11:30 AM to address employee discipline. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Carried.

ADJOURNMENT

A motion by Vince Coia, seconded by Jim DiPaola to adjourn the meeting at 8:50 pm. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mrs. Gibson, yes. Motion Carried.

ATTEST:

CHAIR

TRUSTEE

FISCAL OFFICER

TRUSTEE