

RAVENNA TOWNSHIP BOARD OF TRUSTEES
MINUTES OF REGULAR MEETING OF DECEMBER 27, 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 27, 2022. Trustee Hank Gibson called the meeting to order at 7:04 P.M.

Roll call showed the following present: Trustees Jim DiPaola and Hank Gibson, Fiscal Officer Gail Pittman, Fire Chief Dave Moore, Acting Zoning Inspector Melissa Murphy and Assistant Fiscal Officer Jon Summers. Trustee Vince Coia, Fire Liaison Mark Kozak and Road Superintendent Ray Taylor were absent.

AUDIENCE

None

REGULAR BUSINESS

A motion by Jim DiPaola, seconded by Hank Gibson to approve the minutes of the Regular Meeting of November 29, 2002. R/C: Mr. DiPaola, yes; Mr. Gibson, yes. Motion passed.

A motion by Jim DiPaola, seconded by Hank Gibson to approve the minutes of the Special Meeting of December 1, 2002. R/C: Mr. DiPaola, yes; Mr. Gibson, yes. Motion passed.

A motion by Hank Gibson, seconded by Jim DiPaola to approve the minutes of the Regular Meeting of December 13, 2002. R/C: Mr. DiPaola, yes; Mr. Gibson, yes. Motion passed.

A motion by Jim DiPaola, seconded by Hank Gibson to approve the minutes of the Special Meeting of December 13, 2002. R/C: Mr. DiPaola, yes; Mr. Gibson, yes. Motion passed.

A motion by Jim DiPaola, seconded by Hank Gibson to approve the minutes of the Special Meeting of December 15, 2002. R/C: Mr. DiPaola, yes; Mr. Gibson, yes. Motion passed.

Hank announced the correspondence book was available in the Fiscal Office for public viewing during normal business hours.

A motion by Hank Gibson, seconded by Jim DiPaola, to approve payroll warrants for December 30, 2022 in the amount of \$45,941.82 and other warrants in the amount of \$24,590.41 with warrants over \$1,000.00 being read aloud for approval. R/C: Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

OLD BUSINESS:
TRUSTEES

Hank asked Jim if the Economic Development Director paperwork was completed? Jim said it all has been hand delivered.

FISCAL OFFICER

None.

DEPARTMENTAL REPORTS

ROAD DEPARTMENT

Ray was absent, his report was tabled until the next meeting.

GRANDVIEW CEMETERY

Tabled.

ZONING DEPARTMENT

Melissa was present and reported the following:

Haasz Automall has submitted for a replat from Regional Planning for their planned 8,400 square foot commercial structure on Hazel St. The trustees have received a copy from Regional Planning.

Melissa reviewed the permits issued in the past two weeks.

All documents of the previous inspector have been sorted and moved to the proper locations on the server. All application forms have been updated and new procedures have been completed.

Organizing and clean-up of the Zoning drive on the server continues.

Jim said the certified letter to the occupants of 3158 Menough Rd. has been returned undelivered and requests that a resolution be passed to forward the violation on to the Portage County Prosecutor for enforcement.

RES #22-177 A motion by Jim DiPaola, seconded by Hank Gibson that whereas the Acting Township Zoning Inspector has notified the occupants of 3158 Menough Road, Parcel #29-343-00-00-072-000 in Ravenna Township that they are in violation of having a 6-foot fence incorrectly installed and unpermitted on the property, and as of now have not complied with previous notices and continue to violate the Township Zoning Code, it is resolved that the board hereby directs the Portage County Prosecuting Attorney to take whatever legal action necessary to cause compliance with the Township Zoning Code. R/C: Mr. DiPaola, yes; Mr. Gibson, yes. Motion Carried.

FIRE DEPARTMENT

Fire Chief Moore was present and reported the following:

The new part time firefighter CBA has been accepted. Hank said they will go over it at the next meeting when Vince is present and make it retroactive to the start of the contract.

Firefighter Edwards has submitted her letter of resignation.

RES # 22-178 A motion by Hank Gibson, seconded by Jim DiPaola to accept the resignation of Firefighter Edwards effective immediately. R/C: Mr. DiPaola, yes; Mr. Gibson, yes. Motion passed.

Firefighter Rothgery has changed the paramedic school which he will be attending to Summa Health at Akron. The total price for Summa will be less than the original school.

RES #22-179 A motion by Hank Gibson, seconded by Jim DiPaola to authorize the change of paramedic school for Firefighter Rothgery to Summa Health System Akron Campus at the cost of \$6,375.00. R/C: Mr. DiPaola, yes; Mr. Gibson, yes. Motion passed.

Dave requested executive session at the end of the meeting to discuss hiring of an employee and their compensation.

Engine 2413 is still out of service due to valves leaking.

Marchese Communications completed installation of the radio chargers and a thermal imaging camera charger for #2413. The FLIR TIC charger was found to be damaged and will need to be replaced in the new year.

NEW BUSINESS **TRUSTEES**

RES #22-180 A motion by Hank Gibson, seconded by Jim DiPaola to approve the annual salary method with monthly payments for the Trustees for 2023 and semi-monthly payments for the Fiscal Officer for 2023. R/C: Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

RES #22-181 A motion by Jim DiPaola, seconded by Hank Gibson to extend the normal insurance policies and related benefits including the health savings account to the Trustees and Fiscal Officer for 2023. R/C: Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

RES #22-182 A motion by Jim DiPaola, seconded by Hank Gibson to continue reimbursement of mileage at the IRS 2022 standard mileage rate of \$0.625 into 2023 until the IRS comes out with a new rate for 2023. R/C: Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

RES #22-183 A motion by Jim DiPaola, seconded by Hank Gibson to authorize reimbursement of mileage and normal travel expenses including meals and lodging, as appropriate, for officers and employees whose travel is authorized by the trustees or ORC during the 2023 calendar year. R/C: Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

Portage County Regional Planning will hold a public hearing on amendments to the Portage County Subdivision Regulations on Wednesday, February 8, 2023.

Jim said while going through the zoning book he noticed there was no fee for temporary housing permits.

RES #22-184 A motion by Jim DiPaola, seconded by Hank Gibson to set the permit fee for temporary housing at \$500.00 good for one year. R/C: Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

FISCAL OFFICER

RES # 22-185 A motion by Hank Gibson, seconded by Jim DiPaola to approve POs as listed:

Item	PO#	Amount	Vendor	Purpose	Fund
A	414-2022	\$675.00	Univ of Akron	Fire Inspector Class Cook	Fire
B	415-2022	\$150.00	Joann McEwen	BZA	General
C	416-2022	\$90.00	Gary Long	BZA	General
D	417-2022	\$150.00	Claire Moore	BZA	General
E	418-2022	\$325.00	Buckeye Power	Contract	General
F	419-2022	\$1,449.00	OTARMA	Ins on new	Fire
G	420-2022	\$6,375.00	Summa Health Akron	Rothgery paramedic training	Fire

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

RES # 22-186 A motion by Hank Gibson, seconded by Jim DiPaola to approve the following temporary appropriations for 2023:

<i>Fund #</i>	<i>Name</i>	<i>2023 Temporary Appropriation</i>
1000	General	\$600,000.00
2011	MVL Tax	15,000.00
2021	Gasoline Tax	25,000.00

2031	Road and Bridge	350,000.00
2041	Cemetery	75,000.00
2111	Fire	500,000.00
2273	ARPA	300,000.00
2281	Ambulance and EMS	75,000.00
2282	EMS Levy	100,000.00
2901	Misc. Spec Revenue FEMA	0.00
2902	Flagpole Maintenance	5,000.00
4901	Misc. Capital Projects	250,000.00
	Total	\$2,295,000.00

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

RES # 22-187 A motion by Hank Gibson, seconded by Jim DiPaola to approve POs and BCs on the attached supplemental report for 2023 totaling \$183,645.00: R/C: Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

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

RES # 22-188 A motion by Hank Gibson, seconded by Jim DiPaola to approve the bank reconciliation and financial reports for the month of November 2022 as presented by the Fiscal Officer. R/C: Mr. DiPaola, yes; Mr. Gibson, yes. Motion passed.

RES # 22-189 A motion by Hank Gibson, seconded by Jim DiPaola to set regular meeting dates for 2023 as follows: January 10, 24; February 7, 21; March 7, 21; April 4, 18; May 2, 16, 30; June 13, 27; July 11, 25; August 8, 22; September 5, 19; October 3, 17, 31; November 14, 28; December 12, 26. R/C: Mr. DiPaola, yes; Mr. Gibson, yes. Motion passed.

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

A motion by Hank Gibson, seconded by Jim DiPaola to suspend Regular session at 7:47 pm. R/C: Mr. DiPaola, yes; Mr. Gibson, yes. Motion Carried.

A motion by Hank Gibson, seconded by Jim DiPaola to enter into Executive session at 7:47 pm. R/C: Mr. DiPaola, yes; Mr. Gibson, yes. Motion Carried.

Attendance: Jim DiPaola, Hank Gibson, Gail Pittman, Dave Moore.

Returned to open session at 8:22 pm.

RES # 21-190 A motion by Hank Gibson, seconded by Jim DiPaola to rehire all Full time Firefighters in accordance with current Collective Bargaining Agreement (CBA) and MOUs effective January 1, 2023. R/C: Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

RES # 21-191 A motion by Hank Gibson, seconded by Jim DiPaola to rehire all Part Time Firefighters in accordance with current Collective Bargaining Agreement (CBA) and MOUs effective January 1, 2023. R/C: Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

RES # 21-192 A motion by Hank Gibson, seconded by Jim DiPaola to rehire Ray Taylor, Road Supervisor, at the rate of \$1,939.64/bi-weekly salary for Road; plus \$160.00/bi-weekly salary for Sexton; plus \$20.00 per bi weekly pay stipend for cell phone, an increase of \$61.74 bi-weekly

for Road (3.0%) effective January 1, 2023. R/C: Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

RES # 21-193 A motion by Hank Gibson, seconded by Jim DiPaola to rehire Doug Dillon, Assistant Road Supervisor, at the rate of \$20.99/hour., an increase of \$0.61/hour (3.0%) effective January 1, 2023. R/C: Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

RES # 21-194 A motion by Hank Gibson, seconded by Jim DiPaola to rehire Devin Shipp, Road Crew, at the rate of \$18.04/hour, an increase of \$0.53/hour (3.0%) effective January 1, 2023. R/C: Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

RES # 21-195 A motion by Hank Gibson, seconded by Jim DiPaola to rehire Jason Lovejoy, Road Crew, at the rate of \$16.97/hour., an increase of \$0.49/hour (3.0%) effective January 1, 2023. R/C: Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

RES # 21-196 A motion by Hank Gibson, seconded by Jim DiPaola to rehire Melissa Murphy, Administrative Assistant, at the rate of \$18.50/hour (no change because she is still on probation) effective January 1, 2023. R/C: Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

RES # 21-197 A motion by Hank Gibson, seconded by Jim DiPaola to rehire Jon Summers, Assistant Fiscal Officer, at the rate of \$20.19/hour., an increase of \$0.59/hour (3.0%) effective January 1, 2023. R/C: Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

RES # 21-198 A motion by Hank Gibson, seconded by Jim DiPaola to rehire Dave Moore, Fire Chief, at the rate of \$1,400.00/bi-weekly salary; plus \$20.00 per bi weekly pay stipend for cell phone effective January 1, 2023. R/C: Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

RES # 21-199 A motion by Hank Gibson, seconded by Jim DiPaola to rehire Mark Kozak, Fire Liaison, at the rate of \$1,350.00/bi-weekly salary; plus \$20.00 per bi weekly pay stipend for cell phone effective January 1, 2023. R/C: Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

RES # 22-200 A motion by Hank Gibson, seconded by Jim DiPaola to hire James Crevar as full-time firefighter effective January 1, 2023 at a pay rate of third-year firefighter instead of entry level in recognition of his time here as a part time firefighter and his experience; pending physical approval with OP&F; then pending a successful of his probationary year he will move to the pay level of 4 and above until he meets the criterion for the next level. R/C: Mr. DiPaola, yes; Mr. Gibson, yes. Motion passed.

RES # 22-201 A motion by Hank Gibson, seconded by Jim DiPaola to move full-time firefighter Jeff Cook to pay rate of second-year firefighter in recognition of his time here as a part time firefighter and his experience effective at the beginning of the next pay period. R/C: Mr. DiPaola, yes; Mr. Gibson, yes. Motion passed.

ADJOURNMENT

A motion by Jim DiPaola, seconded by Hank Gibson to adjourn the meeting at 8:29 pm.
R/C: Mr. DiPaola, yes; Mrs. Gibson, yes. Motion Carried.

ATTEST:

CHAIR

TRUSTEE

FISCAL OFFICER

TRUSTEE