

RAVENNA TOWNSHIP BOARD OF TRUSTEES
MINUTES OF REGULAR MEETING OF FEBRUARY 7, 2023

The Ravenna Township Board of Trustees met in Regular Session at the Ravenna Township Trustee's Meeting Room, 6145 Spring Street, Ravenna, Ohio, on February 7, 2023. Trustee Hank Gibson called the meeting to order at 7:10 P.M.

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

AUDIENCE

None

REGULAR BUSINESS

A motion by Jim DiPaola, seconded by Vince Coia to approve the minutes of the Special Meeting of January 10, 2023. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

A motion by Vince Coia, seconded by Hank Gibson to approve the minutes of the Regular Meeting of January 10, 2023. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

A motion by Vince Coia, seconded by Jim DiPaola to approve the minutes of the Regular Meeting of January 24, 2023. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, abstain. Motion Passed.

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

A motion by Jim DiPaola, seconded by Vince Coia to approve payroll warrants for February 10, 2023 in the amount of \$58,181.55 and other warrants in the amount of \$26,707.98 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

Vince said the most of the street lights for Breakneck Creek development have been installed finally.

The lack of applicants for the zoning inspector and road department was discussed.

A motion by Hank Gibson, seconded by Jim DiPaola to authorize putting the ads back up on Indeed.com for both the zoning inspector and the road positions. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

Vince said the house demolition on Bridge St was to be done tomorrow (Wednesday, the 8th).

FISCAL OFFICER

Gail is working on year end closing.

DEPARTMENTAL REPORTS

ROAD DEPARTMENT

Ray was present and reported the following:

We have received two applications for the open full-time road position, one with a CDL, one without. Ray suggested the trustees consider paying for the CDL schooling or raising the wages for the drivers, or removing the CDL requirement for the position. Only one of the trucks actually requires a CDL to drive it. He presented an analysis of the pay rates from the other townships in the county. Hank said he was opposed to providing schooling for jobs, but would be open to discuss raising the rates.

Ray presented two additional quotes on the new storage building. Jim said he would take the next step of contacting the attorney to get the bid documents written up properly.

Ray said he is ready to work with Mark on getting the old roadside mower placed for sale on GovDeals.com.

GRANDVIEW CEMETERY

There was one burial, one cremation and one lot sale in the past two weeks.

ZONING DEPARTMENT

Acting Zoning Inspector Melissa Murphy was present and reported the following:

All zoning applications have been redesigned, reviewed by Jim and posted on the website. Meeting dates on the website have been updated for both trustee and zoning meetings.

Violation letters have been issued on four different properties.

Melissa asked the trustees if they had made any decision on the sale of a lot on Hill St. After review, the trustees agreed to offer to sell it at the appraised value listed on the county auditor site, such as previous properties had been offered for sale.

FIRE DEPARTMENT

Fire Chief Dave Moore was present and reported the following:

RES # 23-023 A motion by Hank Gibson, seconded by Vince Coia to approve and authorize the Ride Contracts with Summa Health for Dylan Keba and Anthony Rothgery. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

RES # 23-024 A motion by Hank Gibson, seconded by Jim DiPaola to approve and accept the Memorandum of Understanding with the RTFFA regarding filling the full-time firefighter vacancy. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

RES # 23-025 A motion by Hank Gibson, seconded by Jim DiPaola to hire Alec Vallant as fulltime firefighter effective ASAP and pending the physical and drug screen, at a starting rate of \$15.56 per hour to be paid under ARPA funds as approved under **RES # 23-022** for 2023, thereafter from regular fire funds. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

RES # 23-026 A motion by Hank Gibson, seconded by Vince Coia to credit James Crevar for 144 hours of sick time that he accrued with his previous employer. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

A motion by Vince Coia, seconded by Jim DiPaola to accept the generous donation from the Ravenna Moose Club in the amount of \$2,846.47. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

RES # 23-027 A motion by Hank Gibson, seconded by Jim DiPaola to authorize payment of additional costs for firefighter Bennardo's school of \$110.00 for Uniforms and \$134.95 for text

books for a total of \$144.95 payable to Cuyahoga Community College. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

A motion by Hank Gibson, seconded by Jim DiPaola to authorize Chief Moore's membership, symposium and travel expenses with the Ohio Fire Chief's Association. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

Chief Moore will be out of town from February 8th through February 13th. Captain Sweitzer will be Acting Fire Chief in his absence.

A motion by Vince Coia, seconded by Jim DiPaola to accept the generous donation of \$50.00 from Barrie Forner in memory of Joyce McMenamy. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

LIAISON

None

NEW BUSINESS

TRUSTEES

RES # 23-028 A motion by Hank Gibson, seconded by Jim DiPaola to authorize all actions necessary to accept the NOPEC 2023 Energize Community Grant as presented. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

RES # 23-029 A motion by Hank Gibson, seconded by Jim DiPaola to approve and accept the NOPEC 2023 Energize Community Grant Agreement as presented. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

RES # 23-030 A motion by Hank Gibson, seconded by Jim DiPaola to approve and authorize the emergency replacement of lights and bulbs in the lower garage bay and administration area by Kozma Electric and additional repairs as were necessary at the time. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

FISCAL OFFICER

RES # 23-031 A motion by Vince Coia, seconded by Jim DiPaola to approve POs as listed:

Item	PO#	Amount	Vendor	Purpose	Fund
A	126-2023	\$470.00	OH Fire Chief Assn	Membership & symposium	Fire
B	127-2023	\$889.47	Life Force	Fees for 2022 no po open	Fire
C	128-2023	\$500.00	Dave Moore	Travel for training	Fire
D	129-2023	\$309.71	Vince Coia	Travel for OH Twp Conference	General
E	130-2023	\$150.00	CTMS	Ofc 365 1 year for Melissa	General
F	131-2023	\$500.00	Chase Card Services	Advertising on Indeed.com	Road
G	132-2023	\$2,000.00	GovDeals.com	Commission on equip sale	Road
H	133-2023	\$500.00	Chase Card Services	Advertising on Indeed.com	General

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

Financial reports will be sent to the Trustees and department heads in Excel format tomorrow.

RES # 23-032 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	\$6,000.00	\$19,544.76	\$13,544.76

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

RES # 23-033 A motion by Hank Gibson, seconded by Jim DiPaola to approve and accept the December 2022 bank reconciliation and financial statements as presented by the fiscal officer.

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

Pursuant to R.C 121.22(g) Executive Session was requested for the purpose of discussing the employment issue regarding investigation of charges and to discuss a matter required to be kept confidential by HIPAA.

A motion by Hank Gibson, seconded by Jim DiPaola to suspend Regular session at 8:51 pm. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

A motion by Hank Gibson, seconded by Jim DiPaola to enter into Executive session at 8:51 pm. R/C: R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

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

Returned to open session at 9:14 pm.

RES # 23-034 A motion by Hank Gibson, seconded by Vince Coia to authorize payment plan be reduced to \$10.00/month for the financial hardship account presented by Life Force. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

ADJOURNMENT

A motion by Hank Gibson, seconded by Vince Coia to adjourn the meeting at 9:17 pm. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

ATTEST:

CHAIR

TRUSTEE

FISCAL OFFICER

TRUSTEE