

RAVENNA TOWNSHIP BOARD OF TRUSTEES
MINUTES OF REGULAR MEETING OF MARCH 21, 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 March 21, 2023. Trustee Hank Gibson called the meeting to order at 7:05 P.M.

Roll call showed the following present: Trustees Vince Coia, Jim DiPaola, and Hank Gibson; Fiscal Officer Gail Pittman, Fire Chief Dave Moore, Acting Zoning Inspector Melissa Murphy, Road Superintendent Ray Taylor, and Assistant Fiscal Officer Jon Summers. In the audience were Donna Lane, Sharon Dennis, Matt Slater, Kerry Hollender and Frank Hairston.

AUDIENCE

Diane Lane asked that the no parking signs on Hidden Brook be continued on down the road after it makes the turn. The neighbors are parking on the road all the time making it hard for her to get in and out of her drive. It is also a safety concern for getting the emergency vehicles through there and is difficult for the plow trucks in the winter. The Trustees agreed to post additional signs on the street.

Sharon Dennis asked questions about getting something done with a disabled vehicle in one of her neighbor's yard.

Matt Slater was there for Family and Community Services and would be taking the signed resolution regarding the \$80K grant and the subgrant agreement with him.

Kerri Hollender is a local resident and was wondering if it was still ok to walk her dog by the railroad tracks since the township had put up fencing and posts. The trustees assured her that there were no issues with her continuing to walk her dog.

Frank Hairston came on behalf of Jack Kennedy to thank the township trustees for helping provide the funding for the restroom addition. He also asked that the spring clean up dumpsters that will be placed in the Skeels and McElrath neighborhoods be left there for more than the one day.

REGULAR BUSINESS

A motion by Jim DiPaola, seconded by Hank Gibson to approve the minutes of the Regular Meeting of March 7, 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 Special Meeting of March 7, 2023. R/C: Mr. Coia, yes; 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 March 14, 2023. R/C: Mr. Coia, abstain; 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 Vince Coia, seconded by Jim DiPaola to approve payroll warrants for March 24, 2023 in the amount of \$40,365.00 and other warrants in the amount of \$118,655.61 with warrants over \$1,000.00 being read aloud for approval. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

OLD BUSINESS:
TRUSTEES

RES # 23-055 Be It Resolved by the Township Trustees of Ravenna Township

WHEREAS, this date, March 21, 2023, Trustee Hank T. Gibson moved the adoption of the following Resolution:

WHEREAS, the Township has received a distribution of monies (the “ARPA Funds”) from the American Rescue Plan Act of 2021 (“ARPA” or the “Act”); and,

WHEREAS, Congress passed the Act effective March 11, 2021; and

WHEREAS, Section 603 created the Coronavirus Local Fiscal Recovery Fund which, among other things, appropriated money to cities, nonentitlement units of local government, and counties to mitigate the fiscal effects stemming from the public health emergency with respect to the Coronavirus Disease (Covid-19); and,

WHEREAS, Section 603(c) generally provides that:

(1) **USE OF FUNDS.** Subject to paragraph (2), and except as provided in paragraphs (3) and (4), a metropolitan city, nonentitlement unit of local government, or county shall only use the funds provided under a payment made under this section to cover costs incurred by the metropolitan city, nonentitlement unit of local government, or county, by December 31, 2024 -

(A) to respond to the public health emergency with respect to the Coronavirus Disease 2019 (COVID–19) or its negative economic impacts, including assistance to households, small businesses, and nonprofits, or aid to impacted industries such as tourism, travel, and hospitality;

(B) to respond to workers performing essential work during the COVID–19 public health emergency by providing premium pay to eligible workers of the metropolitan city, nonentitlement unit of local government, or county that are performing such essential work, or by providing grants to eligible employers that have eligible workers who perform essential work;

(C) for the provision of government services to the extent of the reduction in revenue of such metropolitan city, nonentitlement unit of local government, or county due to the COVID–19 public health emergency relative to revenues collected in the most recent full fiscal year of the metropolitan city, nonentitlement unit of local government, or county prior to the emergency; or

(D) to make necessary investments in water, sewer, or broadband infrastructure.

WHEREAS, Department of Treasury Final Rule, published at 31 CFR Part 35, provides, in part, that:

[Under the Category of Eligible Uses for Public Health and Economic Impacts]-
Mitigating the impact of COVID-19, including taking actions to control its spread, continues to require a major public health response from State, local and Tribal governments.

The need for public health measures to respond to COVID-19 will continue in the months and potentially years to come.

WHEREAS, the Rule further observes that:

Enumerated eligible uses of funds in the first category include support for prevention, mitigation, or other services in congregate settings, as well as ventilation improvements in congregate settings; and

WHEREAS, the U.S. Treasury has recognized Section 603 ARPA Funds may be used to fund “COVID-19 mitigation efforts,” through “[C]apital investments in public facilities to meet pandemic operational needs” (U.S. Treasury Fact Sheet); and,

WHEREAS, the Rule further states that nonprofits may serve as subrecipients to carry out eligible programs; and

WHEREAS, the Board of Trustees has identified a project which, in the judgment of the Board, qualifies as a type of project which will respond to and mitigate the effects of the pandemic; and

WHEREAS, the Family & Community Services, Inc. is a 501(c) nonprofit located in Ravenna Township within a qualified census tract, serving a community that includes underprivileged individuals, and providing local residents with the King Kennedy Community Center to accommodate an extensive range of community activities, including exercise, sporting activities, community gatherings, entertainment, presentations and educational events; and

WHEREAS, the King Kennedy Community Center is in need of restroom and storage facilities as it and it is inconvenient and/or impossible for some individuals to walk outside to the next building to use the facilities; and

WHEREAS, the Township has determined that the King Kennedy Community Center program qualifies under the Final Rule as an eligible program and is necessary to serve the adversely impacted homes within the community; and

WHEREAS, the Township therefore finds, in the judgment of the Board, that funding the restroom and storage facilities project at the King Kennedy Community Center is in the best interest of the Township and therefore approves:

A one-time grant in the amount of Eighty Thousand Dollars (\$80,000) subject to the terms of the Subgrant Agreement, attached hereto as Exhibit 1 and incorporated herein, for purposes of funding the restroom and storage facilities project at the King Kennedy Community Center Project

This Project will be categorized as Expenditure Category EC 2.34 – Assistance to Impacted Nonprofit Organizations (Impacted or Disproportionately Impacted)

NOW THEREFORE, it is hereby RESOLVED by the Township that:

1. The Project is hereby authorized and shall be paid for from the ARPA Funds.
2. The Project described herein serves the objectives of the Act by mitigating the spread of the virus in congregate settings and providing assistance to adversely impacted households by way of providing necessary storage and restroom facilities at the King Kennedy Community Center
3. Accordingly, the Project is in the best interests of the Township and is deemed a priority for the community.
4. The Project is hereby authorized and shall be paid for from the ARPA Funds in the amount of/an amount not to exceed \$80,000.00
5. No obligations paid under the authority of this Resolution were incurred prior to March 3, 2021.

Trustee Vince Coia seconded the Motion, and thereupon, the votes in favor of this Resolution were recorded and reflected by the signatures hereto.

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

The Trustees also signed the Subgrant Agreement to accompany the resolution.

Jim reviewed the architect's quote for the new storage building and there was a discussion of the ARPA funds committed and intended to be used for various projects to see if there would be enough money remaining for the storage building project.

RES # 23-056 A motion by Hank Gibson, seconded by Vince Coia to request Ryan Poland at Jack Kohl Realty to get an appraisal for the front area of the Cleveland Rd. property. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

FISCAL OFFICER

Regarding the distribution of local government funds, we received a copy of the final results of the vote and the majority of the municipalities agreed on the new distribution percentages for the next 10 years based upon the recent census.

DEPARTMENTAL REPORTS

ROAD DEPARTMENT

Ray was present and reported the following:

Nathan, the new road crew worker, is doing well. There are no new applicants for the part time position. Ray wants to run the Indeed ad again. Vince said the high school and Maplewood should be approached again to see if any of the students would be interested.

The start of the sewer jet build is about two weeks away and is looking to be completed in May.

GRANDVIEW CEMETERY

There were three burials and one cremation in the past two weeks. We are booked every day this week for burials.

The high school work day is happening again this year and they will be coming out in May.

ZONING DEPARTMENT

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

The BZA met March 8, 2023 and both variance requests were denied.

Two agricultural exemptions, one home, two fence and one deck permits were issued in the past two weeks.

Melissa said we need to go through the zoning inspector application process again. Nobody that applied has any zoning experience. New hiring ads were discussed.

FIRE DEPARTMENT

Fire Chief Dave Moore was present and reported the following:

The two new full-time firefighters need lockers. Dave priced them at Lowe's along with some material for training props, it would be about \$1,200.

A motion by Hank Gibson, seconded by Jim DiPaola to approve the purchase of lockers and training prop materials from Lowe's for \$1,200.00. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

The painting in the front hall area is going well. Dave wants to get some cabinets to put out there and in the front office for equipment and a battery charging area. He also needs a black board and a white board for the truck bay to be used for shift assignments and training.

A motion by Hank Gibson, seconded by Jim DiPaola to the purchases of cabinets for the front office area and training boards for the truck bay. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

Dave and Melissa have been working on an Easter Egg Fun Day event for the local children. They discussed funding it through the annual NOPEC grant, splitting it between the Egg Hunting event and the Trunk or Treat event in the fall.

RES # 23-057 A motion by Hank Gibson, seconded by Vince Coia to approve the Easter Egg Hunt on April 8, 2023 and the Trunk or Treat Event this fall (date to be determined) using NOPEC Community Grant funds of \$1,500.00. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

The Chief asked to send our recent paramedic hire to fire school at Akron U in June and July. It would cost \$3,900 plus books.

RES # 23-058 A motion by Hank Gibson, seconded by Jim DiPaola to approve sending Carter Adams to fire school at Akron University at the cost of \$3,900.00 plus textbooks. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

Squad #2411 has been sent in for the preventative maintenance. #2412 will be going in next.

Sutphen has been working on the valves on #2413.

Dave discussed trading in the Chevy Colorado on a new truck at Sarchione. Sarchione is quoting \$25,000 for the trade in value of the Colorado.

RES #23-059

Be It Resolved by the Township Trustees of Ravenna Township

WHEREAS, this date, March 21, 2023, Trustee Hank T. Gibson moved the adoption of the following Resolution:

WHEREAS, the Township has received a distribution of monies (the “ARPA Funds”) from the American Rescue Plan Act of 2021 (“ARPA” or the “Act”); and

WHEREAS, Congress passed the Act effective March 11, 2021; and

WHEREAS, Section 603 created the Coronavirus Local Fiscal Recovery Fund which, among other things, appropriated money to cities, nonentitlement units of local government, and counties to mitigate the fiscal effects stemming from the public health emergency with respect to the Coronavirus Disease (Covid-19); and

WHEREAS, Section 603(c) generally provides that:

(1) **USE OF FUNDS.** Subject to paragraph (2), and except as provided in paragraphs (3) and (4), a metropolitan city, nonentitlement unit of local government, or county shall only use the funds provided under a payment made under this section to cover costs incurred by the metropolitan city, nonentitlement unit of local government, or county, by December 31, 2024 -

(A) to respond to the public health emergency with respect to the Coronavirus Disease 2019 (COVID–19) or its negative economic impacts, including assistance to households, small businesses, and nonprofits, or aid to impacted industries such as tourism, travel, and hospitality;

(B) to respond to workers performing essential work during the COVID–19 public health emergency by providing premium pay to eligible workers of the metropolitan

city, nonentitlement unit of local government, or county that are performing such essential work, or by providing grants to eligible employers that have eligible workers who perform essential work;

(C) for the provision of government services to the extent of the reduction in revenue of such metropolitan city, nonentitlement unit of local government, or county due to the COVID-19 public health emergency relative to revenues collected in the most recent full fiscal year of the metropolitan city, nonentitlement unit of local government, or county prior to the emergency; or

(D) to make necessary investments in water, sewer, or broadband infrastructure.

WHEREAS, Department of Treasury Final Rule, published on January 6, 2022, and effective April 1, 2022, provides in part that:

Treasury presumes that up to \$10 million in revenue has been lost due to the public health emergency and recipients are permitted to use that amount (not to exceed the award amount) to fund “government services.” [The “standard allowance”].

WHEREAS, the Rule further observes that:

The standard allowance provides an estimate of revenue loss that is based on an extensive analysis of average revenue loss across states and localities, and offers a simple, convenient way to determine revenue loss particularly for Coronavirus State and Local Fiscal Recovery Fund’s smallest recipients. This change is intended to promote administrative efficiency and simplify revenue loss calculation for smaller recipients.

WHEREAS, the Rule further clarifies that recipients can use:

SLFRF funds on government services up to the revenue loss amount, whether that be the standard allowance amount or the amount calculated using the [Final Rule four-step process]. Government services generally include any service traditionally provided by a government, unless treasury has stated otherwise.

WHEREAS, some common examples of “government services” expressly recognized by Treasury are as follows:

- **Road building and maintenance, and other infrastructure**
- **Health services**
- **General government administration, staff, and administrative facilities**
- **Environmental remediation**
- **Provision of police, fire, and other public safety services (including purchase of fire trucks and police vehicles)**
- **Maintenance or pay-go funded building infrastructure**
- **Modernization of cybersecurity, including hardware, software, and protection of critical infrastructure**

WHEREAS, “Government services is [deemed by Treasury] the most flexible eligible use category under the SLFRF program, and funds are subject to streamlined reporting and compliance requirements;” and

WHEREAS, funds utilized pursuant to the standard revenue loss allowance continue to have certain restrictions, including:

- **Deposit into pension funds**

- **Satisfaction of settlements or judgments**
- **Contributions to financial reserves or “rainy day” funds**

WHEREAS, the Board of Trustees has identified a project which, in the judgment of the Board, qualifies as a permitted use of the ARPA Funds, in direct support of governmental services, which consists of the following:

Purchase of 2023 Chevy Silverado pickup truck from Sarchione Chevrolet. Purchase price is \$19,785.50 net of trade in of Colorado Pickup truck currently owned by the township.

(the “Project”).

NOW THEREFORE, it is hereby **RESOLVED** by the Board that:

1. The Township elected to use the standard allowance by way of Resolution 22-038, passed April 29, 2022 and its presumption of revenue loss due to the public health emergency and to use the amount authorized herein to fund government services.

2. The Project is hereby authorized and shall be paid for from the ARPA Funds in the amount of/an amount of \$19,785.50.

3. The Project described herein serves the objectives of the Act by providing services traditionally provided by a government, namely:

- Police protection
- Fire and emergency medical services
- Road repair, maintenance and other transportation and safety services
- Public infrastructure support
- General government administration and administrative facilities
- Land use regulations and enforcement
- Parks and recreational facilities and programs
- Other

4. Accordingly, the Project is in the best interests of the Township and is deemed a priority for the community.

5. No obligations paid under the authority of this Resolution were incurred prior to March 3, 2021.

Trustee Vince Coia seconded the Motion, and thereupon, the roll call votes are as follows:

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

NEW BUSINESS

TRUSTEES

All the trustees will be attending the Health Department dinner tomorrow evening.

The Ravenna Memorial Day Assn sent out their annual letter to sign up to be in the parade. The trustees will send one of the fire trucks.

The Chamber of Commerce is looking for nominations in several categories for their 2023 Ravens Awards. The Trustees will submit the new meeting room building for the “New Construction” category and the work on the mausoleum for the New Renovation category.

Wendy from the Portager called Gail regarding a space crunch at a lot of cemeteries. Gail told her we still have lots of room at Grandview and have columbariums.

FISCAL OFFICER

Due to an incident a while back, the township has been kicked out of the group rating for BWC. They offered the township to join the group retrospective rating program for the 2024 year. There will be a large increase in the cost.

RES # 23-060 A motion by Vince Coia, seconded by Jim DiPaola to approve and authorize the enrollment in the BWC Group Retrospective Rating program for the 2024 policy year. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

RES # 23-061 A motion by Vince Coia, seconded by Hank Gibson to approve and authorize the agreement for the BWC Third Party Administration with Sedgwick for the annual contract period beginning 7/1/2023 at the cost of \$3,310.00. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

Gail requested the purchase of a desk and printer for the meeting room.

RES # 23-062 A motion by Hank Gibson, seconded by Jim DiPaola to approve the purchase of desk and printer for the meeting room. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

RES # 23-063 A motion by Hank Gibson, seconded by Vince Coia to approve POs as listed:

Item	PO#	Amount	Vendor	Purpose	Fund
A	211-2023	\$249.04	Cuy Comm College	Bennardo tuition increased	Fire
B	212-2023	\$3,000.00	Klaben Ford	Vehicle maint	Fire
C	213-2023	\$2,500.00	Fyda Freightliner	Vehicle maint	Fire
D	214-2023	\$1,500.00	Pro Air Midwest	Equip Maint contr	Fire
E	215-2023	\$1,500.00	Kayline	Supplies	Fire
F	216-2023	\$1,000.00	Hastings Air Ener.	Plymovent maint	Fire
G	217-2023	\$2,000.00	Chase	Desk and printer for meeting rm	General
H	218-2023	\$5,000.00	DeLage Landen	Copier	General
I	219-2023	\$10,000.00	H&H Dumpster	Spring clean up	General
J	220-2023	\$3,310.00	Sedgwick	BWC third party admin	General
K	221-2023	\$1,266.19	Summit Tire	Tractor tire repair-emergency	Road
L	222-2023	\$2,500.00	Summit Tire	Tire repair and replacement	Road
M	223-2023	\$5,000.00	City of Ravenna	Salt	Road
N	224-2023	\$1,000.00	Chase	Storage cabinets & board	Fire
O	225-2023	\$1,200.00	Lowe's	Lockers and training supplies	Fire
P	226-2023	\$80,000.00	Family & Community Services	Grant	ARPA
Q	227-2023	\$3,900.00	Akron University	Fire School for Carter Adams	Fire
R	228-2023	\$120.00	Chase Card Services	Carter Adams' books	Fire
S	229-2023	\$19,785.50	Sarchione Chevy	New truck	ARPA

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. Gail requested an executive session.

Pursuant to R.C 121.22(g) Executive Session was requested for the purpose of discussing employee dismissal and discuss matters required to be kept confidential due to HIPAA.

A motion by Hank Gibson, seconded by Jim DiPaola to suspend Regular session at 9:20 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 9:20 pm. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

Attendance: Vince Coia, Jim DiPaola, Hank Gibson, Gail Pittman, Melissa Murphy.
Returned to open session at 9:45 pm.

RES # 23-064 A motion by Jim DiPaola, seconded by Vince Coia to reappoint Gary Long as a member of the Board of Zoning Appeals effective immediately for a term of 5 years. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

RES # 23-065 A motion by Vince Coia, seconded by Hank Gibson to send the list of accounts submitted by LifeForce on the supplemental report to the Attorney General for collection. 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 9:46 pm. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

ATTEST:

CHAIR

TRUSTEE

FISCAL OFFICER

TRUSTEE