

RAVENNA TOWNSHIP BOARD OF TRUSTEES
MINUTES OF REGULAR MEETING OF MAY 16, 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 May 16, 2023. Trustee Hank Gibson called the meeting to order at 7:03 P.M.

Roll call showed the following present: Trustees Jim DiPaola and Hank Gibson, Fiscal Officer Gail Pittman, Fire Chief Dave Moore, Zoning Inspector Lori Rotondo, Road Superintendent Ray Taylor, and Assistant Fiscal Officer Jon Summers. Trustee Vince Coia was absent. In the audience were Autumn Ransom and Claire Moore.

AUDIENCE

Ms. Ransom introduced herself and said she lives on the furthest end of Freedom St. She asked if the township could refrain from installing the speed bumps in her neighborhood this year. It is hard on the vehicles; it interferes with the children riding their bikes and it puts large holes in the road surface. She said she's never had any issues with vehicles speeding along the roads and finds the speed bumps unnecessary and frustrating. Hank thanked her for the input and said it will be taken into consideration.

REGULAR BUSINESS

A motion by Jim DiPaola, seconded by Hank Gibson to approve the minutes of the Regular Meeting of April 4, 2023. 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 Regular Meeting of April 18, 2023. 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 May 2, 2023. 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 Jim DiPaola, seconded by Hank Gibson to approve payroll warrants for May 19, 2023 in the amount of \$41,638.37 and other warrants in the amount of \$163,812.07 with warrants over \$1,000.00 being read aloud for approval. R/C: Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

OLD BUSINESS:
TRUSTEES

Jim said the JEDD language has been reworked and has gone to the attorney for review. It should be back in a week or so.

Jim has been working on closing the private railroad crossing on Prospect St. He has forwarded the costs to the railroad and they said they would help pay for the closing, but there is no final commitment or amount stated. The closing of the crossing at Prospect and construction of a new entrance from the development to Summit Road is estimated to cost about \$270,000.

Jim met with Dennis West and they are working on a couple of projects.

Jim brought up the subject of union decals on the township's fire vehicles. He feels that the decals show a united working relationship between the union and township management and had no objections to them on township property.

FISCAL OFFICER

None

DEPARTMENTAL REPORTS**ROAD DEPARTMENT**

Ray was present and reported the following:

The new hydro jet arrived and has been used twice already, unclogging two different pipes. It works great and Ray is quite pleased with it. He thanked the trustees for making the purchase and thinks the township will get many years of use out of it.

Ray and Vince interviewed two individuals for the open full time road crew position and Ray would like to hire Robert Vieland. He has a Class B CDL.

RES # 23-091 A motion by Hank Gibson, seconded by Jim DiPaola to hire Robert Vieland as full-time service worker at the starting rate of \$19.00/hour effective as soon as he passes the drug screen. R/C: Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

The 2012 Ford F550 has had the ball joints and power steering lines replaced. It is now in need of two new front tires. The utility trailer also needs 4 tires replaced. Ray has a quote of \$766.95 from Summit Tire for the 6 tires and in-house replacement.

A motion by Hank Gibson, seconded by Jim DiPaola to authorize the purchase and installation of 6 tires from Summit Tire at the quoted price of \$766.95. R/C: Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

Gail said she had just received an email late this afternoon stating that the OPWC request for assistance in paving Hazel, East Lake and Edwards Streets has been granted for this year. She will have to get the budgeting figures worked out and in place within the next months.

GRANDVIEW CEMETERY

There was one burial in the past 2 weeks.

The girls softball team from Ravenna High School did a fantastic job of spreading over 40 yards of mulch in the cemetery last week for the HS Community Work Day. The 10 girls did the same amount of work as the 20 students who worked the previous year. Gail said she would have Melissa write up a letter thanking the team for the wonderful work they did.

The Road Crew will be placing the Memorial Day veteran flags Thursday starting at 9:00 AM. There are over 1,100 flags to be put up. Ray asked for all the help he could get since the Young Marines won't be able to assist this year. Hanging flower baskets will also be purchased and put out.

A motion by Hank Gibson, seconded by Jim DiPaola to accept the donation of rose bushes from Gail Pittman for Grandview Cemetery. R/C: Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

ZONING DEPARTMENT

Zoning Inspector Lori Rotondo was present and reported the following:

Lori has signed mylars on several parcel combinations, issued deck and fence permits, and sent out two violation letters (high grass and debris/junk in the yard).

The BZA met May 10, 2023 and approved a setback variance on a pole barn at 3590 Susan Dr.

Lori requested a resolution to forward a violation on to the attorney. She asked whether it might work better if we could send the violation to Attorney Chad Murdock rather than the County Prosecutor to see if the process could be sped up a bit.

RES # 23-092

WHEREAS, the Township Zoning Inspector has notified the occupants of 3744 Summit Road, Parcel #29-301-00-00-006-003 in Ravenna Township, Portage County, Ohio that they are in violation of having junk vehicles and junk boat, accumulation of rubbish and garbage, and dumping/storing scrap and rubbish on said property. Pursuant to Township Exterior Property Code, 605.00(A,D), 302.8, 307.1, and 307.2. An attempt was made to notify property owners by certified mail on March 31, 2023. Certified mail was never picked up and returned to Township.

WHEREAS, as of the date of this resolution, the responsible parties have not complied with previous notices and continue to violate the Township Zoning Code:
NOW THEREFORE, be it Resolved by the Board of Trustees of Ravenna Township, Portage County, Ohio that:

1. The Board hereby directs Attorney Chad Murdock to take whatever legal action he deems necessary against the above responsible parties to cause compliance with the Township zoning code, including, but not limited to the filing of a civil complaint and the settlement of such cause.
2. The Board hereby directs the Township Zoning Inspector to assist in such efforts as required by legal counsel.

Hank T. Gibson seconded the motion, and the roll call was called on the question of its adoption; the vote was as follows: R/C: Jim DiPaola, yes; Hank T. Gibson, yes. Motion Carried.

FIRE DEPARTMENT

Fire Chief Dave Moore was present and reported the following:

The Ravenna Balloon-A-Fair has requested a squad presence September 15, 2023 through the 17, 2023. The Township is also planning on having a booth and unit 2417 there.

The duty crew will be participating in the Memorial Day Parade using units 2417 and 2400.

Chief Moore will be on vacation from May 20, 2023 through May 28, 2023. Fire Liaison Mark Kozak will be functioning as Acting Chief.

Engine 2418 went to FYDA for an ABS warning light. It is ready to be picked up. The engine will soon be renumbered to 2414 since the surrounding departments get confused that our truck is not a true tanker, which the vehicle number ending in 18 is typically used for.

Vehicle #2413 has sustained damage to the driver side hose tray. An estimate is being obtained.

The Jeep Patriot is out for preventative maintenance, and the Ford F150 is scheduled for one.

Vehicles #2413 and #2412 will both get their preventative maintenances done once 2418 has returned to service.

The cost of repairing #2411 from the deer impact was discussed.

RES # 23-093 A motion by Hank Gibson, seconded by Jim DiPaola to repair unit #2411 per the estimate of \$5,890.61 from Perfect Choice Auto Collision. R/C: Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

Dave requested an executive session at the end of the meeting to discuss employee discipline.

NEW BUSINESS **TRUSTEES**

Hank inquired about the resident that expressed an interest in serving on one of the zoning boards. Jim said there is another resident who would also make a good candidate. They discussed adding them as alternates for either the BZA or the Zoning Commission. Jim said he would get in contact with both and see if they would like to serve and, if so, get resolutions ready for the next meeting to appoint them.

The property behind the meeting room, 6157 Spring St., is going to be going up for sale. It is being offered to the township prior to going on the market.

A motion by Hank Gibson, seconded by Jim DiPaola to have Melissa research the property located at 6157 Spring St that is being offered for sale to the township. R/C: Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

There is a noise complaint about a resident on Morgan Rd. The township has a noise ordinance on the books, but Jim said it is notoriously hard to prosecute.

A motion by Jim DiPaola, seconded by Hank Gibson to send a letter along with a copy of the ordinance to the offender on Morgan alerting them of the neighbors' complaints about noise and copying the County Sheriff's office. R/C: Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

FISCAL OFFICER

RES # 23-094 A motion by Hank Gibson, seconded by Jim DiPaola to approve POs as listed:

Item	PO#	Amount	Vendor	Purpose	Fund
A	265-2023	\$250.00	Copy Print	Pdf copies of blueprints	General
B	266-2023	\$1,200.00	Stryker Sales	Pulse ox sensor replacement	Fire
C	267-2023	\$500.00	Falls Flag	Flags for Grandview	Grandview
D	268-2023	\$1,000.00	Chase Card	Supplies and postage	General
E	269-2023	\$1,000.00	Chase Card	Misc. operating supplies	General
F	270-2023	\$13.20	Attorney General	Collection fees	EMS
G	271-2023	\$2,000.00	Attorney General	Collection fees	EMS
H	272-2023	\$12.06	Daywalt (Coia)	Parts	Road
I	273-2023	\$1,000.00	Ohio Ins Svc	Group Health Ins (FD ARPA)	ARPA
J	274-2023	\$800.00	Airgas	Tanks	Road
K	275-2023	\$700.00	Marchese Comm.	Install electronics	Fire
L	276-2023	\$800.00	Daywalt (Coia)	Parts and repairs	Fire
M	277-2023	\$800.00	Daywalt (Coia)	Parts and repairs	Road
N	278-2023	\$700.00	Daywalt (Coia)	Parts and repairs	Grandview
O	279-2023	\$6,000.00	Perfect Choice Auto	Repairs on 2411	Fire

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

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

A copy of the 2022 NOPEC annual report is in the fiscal office for viewing.

RES # 23-095 A motion by Hank Gibson, seconded by Jim DiPaola to approve and accept the March 2023 bank reconciliation and financial reports as presented by the Fiscal Officer. R/C: Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

Gail requested an executive session to discuss items required to be kept confidential by Federal Law – HIPAA.

Pursuant to R.C 121.22(g) Executive Session was requested for the purpose of discussing employee discipline and matters required to be kept confidential by Federal or Ohio Law.

A motion by Hank Gibson, seconded by Jim DiPaola to suspend Regular session at 8:20 pm. R/C: Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

A motion by Hank Gibson, seconded by Jim DiPaola to enter into Executive session at 8:20 pm. R/C: Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

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

Returned to open session at 8:40 pm.

RES # 23-096 A motion by Jim DiPaola, seconded by Hank Gibson to turn over the first two EMS accounts to the Attorney General for collection as indicated on the supplemental report and to write off the third account listed. 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 8:46 pm. R/C: Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

ATTEST:

CHAIR

TRUSTEE

FISCAL OFFICER

TRUSTEE