

RAVENNA TOWNSHIP BOARD OF TRUSTEES
MINUTES OF REGULAR MEETING OF MAY 30, 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 30, 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, Zoning Inspector Lori Rotondo, Road Superintendent Ray Taylor, and Assistant Fiscal Officer Jon Summers. Fire Chief Dave Moore was absent.

AUDIENCE

None.

REGULAR BUSINESS

A motion by Jim DiPaola, seconded by Hank Gibson to approve the minutes of the Regular Meeting of May 16, 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 June 2, 2023 in the amount of \$60,633.52 and other warrants in the amount of \$18,047.77 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 he was notified that the bridge on Newton Falls Rd is open again. There will be a grand opening photo session this Thursday at 11:30.

Vince and Jim both went to the Portage County Township's meeting/dinner and discussed updates at the meeting.

FISCAL OFFICER

The Civil Rights Evaluation previously submitted in order to be in compliance with FEMA Homeland Security grants has been accepted as complete. It is required to be updated every two years, the next due date being March 15, 2025.

The estimate of repairs to #2411 was \$5,534.89. The insurance company has accepted the quote and will be sending a check for repairs in full less the \$1,000 deductible.

There has been one zoom meeting last month for the King Kennedy Project to get things started and write up the specs for the building. Another meeting is scheduled for this week where our group will consult with Summit County about the bid process now that the specifications are ready.

There has been no response for further information from the person with the noise complaint on Scranton Rd.

DEPARTMENTAL REPORTS**ROAD DEPARTMENT**

Ray was present and reported the following:

The 2016 Ford F550 needs 4 new rear tires. Summit Tire has quoted \$848.49 for the tires with in-house replacement.

A motion by Vince Coia, seconded by Hank Gibson to authorize the purchase and installation of 4 tires from Summit Tire at the quoted price of \$848.49. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

Ray used the new roadside mower for the first time and was very pleased with how it operated.

GRANDVIEW CEMETERY

There were five cremations in the past two weeks.

Thanks to the Young Marines who volunteered to put out the flags at the cemetery, the cemetery looked great for Memorial Day. Ray received lots of compliments.

ZONING DEPARTMENT

Zoning Inspector Lori Rotondo was present and reported the following:

Lori has issued a couple of permits, one for a fence and another for a single-family home, and sent out violation letters.

The BZA will meet June 14, 2023 to hear a variance request for a fence replacement that crosses over into the neighboring property.

One of the violation letters sent recently regarding high grass at 6444 Genevieve has been returned. The homeowner apparently has been living out of state for several years. The neighbor is asking for the township to mow the property.

Lori reviewed the compliance (or lack of compliance) on several of the violations she has sent out. She will have several of them written up at the next meeting to request resolutions to forward them on to the attorney.

FIRE DEPARTMENT

Fire Chief Dave Moore was absent, no report was given:

Gail requested a resolution to accept the annual service agreement for the SCBA fill station equipment.

RES # 23-097 A motion by Hank Gibson, seconded by Jim DiPaola to approve and accept the Annual Service Agreement from Pro Air Midwest for the MAKO BAM 06H1 in the amount of \$1,404.00 for the period of June 1, 2023 through May 31, 2024. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

A motion by Hank Gibson, seconded by Vince Coia to approve and authorize reimbursement in the amount of \$124.94 to Dave Spraggins for the purchase of fire instructor class books paid for personally. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

NEW BUSINESS
TRUSTEES

The Balloon A-Fair sent their annual parade application for participants. Gail said she would ask Melissa fill it out and mail it.

Vince said ORC #5577 updates the MOU between the Portage County Sheriff and the County Engineers about overweight vehicles.

FISCAL OFFICER

RES # 23-098 A motion by Hank Gibson, seconded by Jim DiPaola to approve POs as listed:

Item	PO#	Amount	Vendor	Purpose	Fund
A	280-2023	\$1,000.00	Leppo	Parts and repairs for equip	Road
B	281-2023	Void			
C	282-2023	\$49.39	Atty General	Fees	EMS
D	283-2023	\$6,000.00	Perfect Choice	Repairs to vehicle 2411	Fire
E	284-2023	\$124.94	Dave Spraggins	Reimburse for books	Fire
F	285-2023	\$1,039.00	BWC	Group Retro additional invoice	Gn, Fire, Rd, Grandview
G	286-2023	\$58.84	Attorney General	Fees	EMS
H	287-2023	\$1,500.00	Jordan Levi Wilson	Mowing at Grandview	Grandview

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.

RES # 23-099 A motion by Hank Gibson, seconded by Vince Coia to approve and accept the April 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.

RES # 23-100 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)
4401	Public Works Comm Proj	\$0.00	\$240,985.50	\$240,985.50

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

We received \$2,900.00 for the Fire Departments Reimbursement Training Grant.

Pursuant to R.C 121.22(g) Executive Session was requested for the purpose of discussing matters required to be kept confidential by Federal HIPAA law.

A motion by Hank Gibson, seconded by Jim DiPaola to suspend Regular session at 8:10 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 8:10 pm. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

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

Returned to open session at 8:16 pm.

RES # 23-101 A motion by Vince Coia, seconded by Hank Gibson to send the EMS accounts listed on the supplemental report to the Attorney General for collection. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

A motion by Jim DiPaola, seconded by Vince Coia to set the annual Budget Hearing to be held on July 11, 2023 at 630 PM. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

ADJOURNMENT

A motion by Jim DiPaola, seconded by Vince Coia to adjourn the meeting at 8:20 pm. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

ATTEST:

CHAIR

TRUSTEE

FISCAL OFFICER

TRUSTEE