

**RAVENNA TOWNSHIP BOARD OF TRUSTEES
MINUTES OF REGULAR MEETING OF JUNE 13, 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 June 13, 2023. Trustee Hank Gibson called the meeting to order at 7:02 P.M.

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

AUDIENCE

Rick Harshbarger addressed the board regarding his neighbors feeding feral cats. It has attracted racoons who are becoming quite a nuisance. He was wondering how he could get an ordinance passed to restrict people from feeding the cats and racoons. He had found an ordinance online as an example. Jim asked him whether the example ordinance was from a city or village, or from a township. City and villages can pass such things, townships can only pass what is allowed in the ORC. Rick didn't know and the trustees said they would do some investigating and see what they could come up with. Vince pointed out even if the township passed such an ordinance, enforcing that would be another issue. The township already has problems working with the sheriff's office to enforce noise and parking restrictions.

REGULAR BUSINESS

A motion by Vince Coia, seconded by Jim DiPaola to approve the minutes of the Regular Meeting of May 30, 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 June 2, 2023. R/C: Mr. Coia, yes; 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 Vince Coia to approve payroll warrants for June 16, 2023 in the amount of \$38,204.66 and other warrants in the amount of \$13,904.55 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 Raven Awards meeting was nice. Pat Artz even showed up as a show of support for the township and members of the community.

Jim said we received a copy of the revised JEDD contract. The trustees agreed to send it to the attorney for review. It was written by the attorney for the JEDD board.

Jim said the zoning case that was sent to Chad Murdock got filed in court two days after it was given to him, so the trustees were quite pleased with his prompt action. There are still three older cases sitting at the Prosecutor's office that will be discussed later.

Jim met with Dennis West to discuss what businesses are looking for in our area. A recent business deal in the township has fallen through.

Jim also met with the railroad on the closing of a private road and construction of a public access road. The estimate is \$250,000 and the railroad doesn't want to pay for it. The trustees talked about grants that may be available to help finance it.

The trustees discussed the revised costs for the OPWC project.

RES #23-105 A motion by Vince Coia, seconded by Hank Gibson to authorize the County Engineer's Office to prepare the bid books for the paving project for Hazel, East Lake and Edwards Roads, advertising dates being June 16, 2023 and June 23, 2023 with bid opening to be on July 11, 2023 at 7:00 PM at the regular Board Meeting. R/C: Mr. Coia, yes; Mr. DiPaola, yes; and Mr. Gibson, yes. Motion Passed

The alternates for the BZA and the Zoning Commission were discussed.

RES #23-106 A motion by Jim DiPaola, seconded by Vince Coia to pay zoning board alternates at the same rate, currently \$30/meeting, as the regular board members. Alternates are expected to attend the meetings so that they are prepared in case they need to fill in for a member. R/C: Mr. Coia, yes; Mr. DiPaola, yes; and Mr. Gibson, yes. Motion Passed

FISCAL OFFICER

None.

DEPARTMENTAL REPORTS

ROAD DEPARTMENT

Ray was present and reported the following:

The road crew has begun repairs on Winding Creek Dr. and Creekview Dr. Ray said chip and sealing the roads after the repairs are completed should make the roads hold up for several more years.

GRANDVIEW CEMETERY

There were 2 burials and 8 cremations in the past two weeks.

Ray will begin removing the Memorial Day flags in a few days.

A motorcycle had broken down and was parked in the cemetery for a few days. Ray called the sheriff after a couple of days and they tracked down the owner. The bike is gone now. Ray had been worried as the bike had been parked next to a bench which would have broken if the bike fell over on it.

ZONING DEPARTMENT

Zoning Inspector Lori Rotondo was absent and Jim reported the following:

Lori inspected 3719 Lovers Lane along with the Health Dept. regarding someone living in unsanitary conditions in a trailer; it has no running water or electric. She will be sending out a violation letter later this week.

Lori has three violations that need resolutions to forward on to the attorney for further enforcement.

RES #23-107 A motion by Vince Coia, seconded by Hank Gibson to forward the violation written to the owner of 4396 Skeels St, parcel #s 29-364-13-00-010-000, 29-364-133-00-011-000 and 29-364-13-00-012-000 on to the Attorney Chad Murdock to take whatever legal action he

deems necessary against the responsible parties to cause compliance with the Township zoning code. R/C: Mr. Coia, yes; Mr. DiPaola, yes; and Mr. Gibson, yes. Motion Passed

RES #23-108 A motion by Vince Coia, seconded by Hank Gibson to forward the violation written to the owner of 6797 Wall St, parcel # 29-309-00-00-006-000 on to the Attorney Chad Murdock to take whatever legal action he deems necessary against the responsible parties to cause compliance with the Township zoning code. R/C: Mr. Coia, yes; Mr. DiPaola, yes; and Mr. Gibson, yes. Motion Passed

RES #23-109 A motion by Vince Coia, seconded by Hank Gibson to forward the violation written to the owner of 6131 Lakewood Rd, parcel # 29-343-00-00-062-000 on to the Attorney Chad Murdock to take whatever legal action he deems necessary against the responsible parties to cause compliance with the Township zoning code. R/C: Mr. Coia, yes; Mr. DiPaola, yes; and Mr. Gibson, yes. Motion Passed

FIRE DEPARTMENT

Fire Chief Dave Moore was present and reported the following:

The Portage County Fire Investigation Unit is disbanding. We have investigators in our department and if needed, the state fire marshall's office is available for investigation.

The Sheriff SWAT team is looking for medics to join them. They would be required to carry fire rms and would need to have ongoing training. The trustees discussed it and thought with the current conditions of our full timers being overworked already, that they would not be inclined to have our medics joining the group and add more to their workload.

Dave requested an executive session at the end of the meeting to discuss a leave of absense request.

Sutphen has submitted a quote of about \$3,200.00 for replacing the hose trough on unit 2413.

We are still waiting for backordered parts for unit 2411 before repair work can begin.

Marchese has finished installing the lights on the Chief's truck and has removed the lights from the Jeep Patriot.

Allen Drain was in today for work in the men's locker room.

Capt. Collins has repainted the front vestibule and hung the department decals. Firefighter Crevar has cleaned, tuned up many of the hand tools.

Many of the firefighters have completed the fire evolution training which included stretching hose lines, pumping and forcible entry skills.

Chief Moore reviewed the monthly report for May.

NEW BUSINESS

TRUSTEES

Jim discussed the need for creating a list of contractors so the department heads know who to call for certain situations.

FISCAL OFFICER

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

Item	PO#	Amount	Vendor	Purpose	Fund
A	290-2023	\$182,483.00	Pfund	Remount ambulance	ARPA 2273
B	291-2023	\$10,000.00	Jordan L Wilson	Mowing at Grandview	Grandview
C	292-2023	\$680.00	PC Clerk of Court	Court filing fees zoning	General
D	293-2023	\$1,000.00	Capital One	Walmart supplies	Fire
E	294-2023	\$1,000.00	Staples	Office supplies	General
F	295-2023	\$2,550.00	Portage Com Bank	HSA fees	EMS levy
G	296-2023	\$380.00	Marchese Comm	Install electrical	Fire
H	297-2023	0	Void		
I	298-2023	\$415.00	LAAD	2418 to 2414 number change	Fire
J	299-2023	\$2,000.00	PC Clerk of Court	Zoning filing fees	General
K	300-2023	\$3,500.00	Sutphen	Repairs to engine 2413	Fire

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 # 23-110 A motion by Vince Coia, seconded by Hank Gibson to approve and accept the May 2023 bank reconciliation and financial reports as presented by the Fiscal Officer. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

Gail said the postage meter is outdated and unsupported. It is currently not working and needs to be replaced. Pitney Bowes has offered a new model at a comparable rate as the old meter.

RES # 23-111 A motion by Hank Gibson, seconded by Vince Coia to approve and accept a new 5-year contract for a new postage meter with Pitney Bowes at the quoted price of \$25.09 per month. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

Gail transferred an additional \$500,000 to Star Ohio from Chase due to the significantly greater interest Star Ohio is paying.

Pursuant to R.C 121.22(g) Executive Session was requested for the purpose of discussing an employment issue and leave of absence request.

A motion by Hank Gibson, seconded by Jim DiPaola to suspend Regular session at 8:30 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 8:30 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 8:59 pm.

RES # 23-112 A motion by Hank Gibson, seconded by Vince Coia to authorize a six month leave of absence for Anthony Rothgery effective June 4, 2023. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

RES # 23-113 A motion by Hank Gibson, seconded by Jim DiPaola to authorize Chad Murdock to file an appeal on behalf of Ravenna Township in the case with the City of Ravenna regarding Maple Grove Union Cemetery. 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 9:00 pm. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

ATTEST:

CHAIR

TRUSTEE

FISCAL OFFICER

TRUSTEE