

**RAVENNA TOWNSHIP BOARD OF TRUSTEES**  
**MINUTES OF REGULAR MEETING OF AUGUST 22, 2023**

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The Ravenna Township Board of Trustees met in Regular Session at the Ravenna Township Trustee's Meeting Room, 6145 Spring Street, Ravenna, Ohio, on August 22, 2023. Trustee Hank Gibson called the meeting to order at 7:07 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, Captain Sweitzer filled in for him. In the audience were township resident Kerry Hollender and James Hilverding from Garrettsville.

**AUDIENCE**

James Hilverding, with the Chest Puller Young Marines, came to discuss their youth and drug programs. Every year in the last weekend of October they have a red ribbon program that honors the life of a DEA agent. He asked the trustees to issue a proclamation in support of their activities in the county. If they do support it, then he would like to have a couple of the Young Marines attend a trustee meeting to receive the proclamation and take photos.

Kerry Hollender sent a letter of intent to serve as an alternate on the BZA board.

**REGULAR BUSINESS**

A motion by Vince Coia, seconded by Jim DiPaola to approve the minutes of the Regular Meeting of July 25, 2023. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

A motion by Jim DiPaola, seconded by Vince Coia to approve the minutes of the Special Meeting of August 1, 2023. R/C: Mr. Coia, yes; 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 August 8, 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 August 25, 2023 in the amount of \$42,651.92 and other warrants in the amount of \$49,468.32 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**

The trustees reviewed and discussed the proposal from Frank Pavliga for architectural services for the new storage building.

**FISCAL OFFICER**

**RES # 23-142** A motion by Hank Gibson, seconded by Jim DiPaola to accept the amounts and rates as determined by the Budget Commission and authorize the necessary tax levies and certify them to the County Auditor. R/C: Mr. Coia, yes; Mr. DiPaola, yes; and Mr. Gibson, yes. Motion Passed.

**RES # 23-143** A motion by Hank Gibson, seconded by Jim DiPaola to approve assessment for nuisance abatement (mowing) for 6444 Genevieve, parcel # 29-344-20-00-047-000 as certified by the Road Superintendent and the Zoning Inspector and authorize the Portage County Auditor to place the assessment on the tax duplicate for collection in the amount of \$756.18. R/C: Mr. Coia, yes; Mr. DiPaola, yes; and Mr. Gibson, yes. Motion Passed.

**RES # 23-144** A motion by Hank Gibson, seconded by Jim DiPaola to approve the streetlight assessments for 2023 and to be collected in 2024 at a rate of \$7.75/month/light and authorize the Portage County Auditor to place the assessment on the tax duplicate. R/C: Mr. Coia, yes; Mr. DiPaola, yes; and Mr. Gibson, yes. Motion Passed.

Gail reviewed the remaining NOPEC grant money. There is \$33,132 available for use. \$11,040 of it won't be available until October 1, 2023 and \$13,896 of it will expire November 2024 if not used by then. Projects were discussed on how to use the money.

Chris Meduri and Brett Bencze from the Prosecutors Office will be presenting a zoning educational seminar for the county's local officials on September 16, 2023 at NEOMED. That is going to be the Balloon A-Fair weekend. Gail asked them if they are going to record the seminar for employees who couldn't attend. Chris said that would be a good idea so hopefully they can record it.

The second funding of tax revenue has come in and Gail has moved another \$500,000 to Star Ohio. Their current yield is 5.48% per day.

## **DEPARTMENTAL REPORTS**

### **ROAD DEPARTMENT**

*Ray was present and reported the following:*

The County will be coming up with a price for the new street signs. We are going to need 4 of them, 5 if we want to present Ms. Liddell one of them at the ribbon cutting ceremony.

The crew has been focusing on water issues on Hodgson Dr. We will be replacing 3 driveway culverts that are stopping or slowing the water flow. The residents will be purchasing the pipes.

Ray will be meeting Mike from the County to walk the roads and mark the repairs that are needed before the repaving project begins.

### **GRANDVIEW CEMETERY**

There was one burial and two cremations in the past two weeks.

A resident called and complained about the fence line being overgrown with shrubs. The crew has cleaned the area and fixed the problem.

### **ZONING DEPARTMENT**

*Zoning Inspector Lori Rotondo was present and reported the following:*

Lori reviewed the latest permits and violation letters sent out, along with the resolution of outstanding violation compliances.

The 2 collapsing structures behind 4696 Lakewood is being looked at again by the Land Bank. They said previously that they could not demolish the buildings since there was no home on the property. Dan has requested photographs of each building. Hopefully he will be able to do something by approaching it as a commercial lot.

The Zoning Commission met on August 16, 2023. They discussed a change on the shipping container wording to include “not to be used as a dwelling”. They are also writing a more comprehensive section on Solar Farms.

The BZA met August 9, 2023 and approved the billboard on SR 59.

**RES # 23-145** A motion by Jim DiPaola, seconded by Vince Coia to appoint Kerry Hollender as an alternate on the Board of Zoning Appeals effective immediately and for a 5-year term ending August 22, 2028. R/C: Mr. Coia, yes; Mr. DiPaola, yes; and Mr. Gibson, yes. Motion Passed.

**RES # 23-146** A motion by Jim DiPaola, seconded by Vince Coia to appoint Diane Lee as an alternate on the Zoning Commission effective immediately and for a 5-year term ending August 22, 2028. R/C: Mr. Coia, yes; Mr. DiPaola, yes; and Mr. Gibson, yes. Motion Passed.

### **FIRE DEPARTMENT**

*Fire Chief Dave Moore was absent and Captain Sweitzer reported the following:*

Firefighter Megan Brown has submitted her resignation.

**RES # 23-147** A motion by Hank Gibson, seconded by Jim DiPaola to accept the resignation of Firefighter Megan Brown effective immediately. R/C: Mr. Coia, yes; Mr. DiPaola, yes; and Mr. Gibson, yes. Motion Passed.

The Moose Lodge has graciously donated \$3,156.58 to the Fire Dept..

A motion by Hank Gibson, seconded by Vince Coia to accept the donation of \$3,156.58 from the Ravenna Moose Lodge #1234. R/C: Mr. Coia, yes; Mr. DiPaola, yes; and Mr. Gibson, yes. Motion Passed.

The skid unit for unit #2417 came in.

The new chassis for Unit #2411 has been assigned and it will be going out in early 2024 to be remounted.

The Chief would like to send the newest hire, Josh Strunk, to the UH EMS Institute.

A motion by Hank Gibson, seconded by Vince Coia to authorize sending Josh Strunk to the UH EMS Institute at the cost of \$1,500.00 contingent upon his passing the background tests. R/C: Mr. Coia, yes; Mr. DiPaola, yes; and Mr. Gibson, yes. Motion Passed.

The annual Ohio Fire Chief’s Association dues for Mark is due.

A motion by Hank Gibson, seconded by Jim DiPaola to authorize the enrollment to the Ohio Fire Chief’s Association at the cost of \$100.00. R/C: Mr. Coia, yes; Mr. DiPaola, yes; and Mr. Gibson, yes. Motion Passed.

Unit #2414 has been scheduled at Perfect Choice Auto on August 28, 2023 for warranty repair of the defective paint on the front hood. It will be out of service for approximately a week.

The tow bill from F&S Automotive is being processed with the warranty. Hopefully, it will be paid in the next couple of weeks.

The AED has been installed in the meeting room. Training for its proper use will be scheduled soon.

### **NEW BUSINESS**

#### **TRUSTEES**

Vince said he spoke with the director at Portage County Solid Waste and she updated him on how the department is doing.

Vince also heard of some possible grant money available through the Army Corp of Engineers to help with the flooding situation in the trailer park.

The Trunk or Treat for the year was discussed and a tentative date of October 26, 2023 at 6:00 PM to 8:00 PM.

**FISCAL OFFICER**

**RES # 23-148** A motion by Jim DiPaola, seconded by Hank Gibson to approve POs as listed:

Item	PO#	Amount	Vendor	Purpose	Fund
A	331-2023	\$1,500.00	UH EMT Institute	Tuition for Josh Strunk	Fire
B	332-2023	\$100.00	Ohio Fire Chiefs Assn	Dues for Kozak	Fire
C	333-2023	\$500.00	MES	Boots for Keba	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.

Ohio Insurance sent a letter stating the dental insurance will be increasing 3% and that will be locked in through 2026. The vision insurance and life insurance will stay the same and are locked in through 2027.

Pursuant to R.C 121.22(g) Executive Session was requested for the purpose of discussing an employment issue regarding the continued employment of several individuals.

A motion by Hank Gibson, seconded by Jim DiPaola to suspend Regular session at 9:00 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 9:00 pm. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

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

Returned to open session at 9:23 pm.

**RES # 23-149** A motion by Hank Gibson, seconded by Jim DiPaola to authorize the immediate involuntary Leave of Absence until October 1, 2023 for John Coleman, Robert Hawk and Casey McCarthy. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

**ADJOURNMENT**

A motion by Vince Coia, seconded by Jim DiPaola to adjourn the meeting at 9:25 pm. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

ATTEST:

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CHAIR

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TRUSTEE

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FISCAL OFFICER

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TRUSTEE