

RAVENNA TOWNSHIP BOARD OF TRUSTEES
MINUTES OF REGULAR MEETING OF JANUARY 9, 2024

The Ravenna Township Board of Trustees met in Regular Session at the Ravenna Township Trustee's Meeting Room, 6145 Spring Street, Ravenna, Ohio, on January 9, 2024. Trustee Jim DiPaola called the meeting to order at 7:06 P.M.

Roll call showed the following present: Trustees Vince Coia, Jim DiPaola and Hank Gibson, Fiscal Officer Gail Pittman, Fire Chief Dave Moore, Zoning Inspector Lori Rotondo, and Road Superintendent Ray Taylor, Assistant Fiscal Officer Jon Summers, and Fire Liaison Mark Kozak. In the audience was John Schassar, Mary Lyons, Matt Dillbeck, Jack Dilbeck, Tiffeny Becker, and Tammy Toy.

AUDIENCE

John Schassar, property owner at 3744 Summit, came to the meeting to try to resolve a zoning issue. He said he never received notification of any violation and knew nothing until he tried to sell the property and heard from the title company. He is currently in contempt of court. The zoning issue is all the debris at the back of the property. He says it is all clean fill (concrete, bricks, dirt), he was trying to build up the back to be able to put in a couple of sheds. The trustees asked John to get with the EPA to inspect and verify the fill is clean, then get it covered. Once all that is accomplished with copies of written confirmation, the township could then drop the case.

Tammy Toy, 5377 Winding Creek, spoke about drainage issues in the area around her home. She said the original swale to direct water isn't functioning correctly with all the construction going on. She inquired whether a new catch basin might be installed to collect and dispose of the water. Lori said that she reached out to the contractor of the new house being built. They state that the finish grading has not been done and once that has been done and downspouts are installed, that the water situation should improve. Tammy said the problem is that it is a low point, there is no place for the water to go. After more questioning and discussion, it was decided that Jim and Ray would go out and check the situation out. Ray said he would get hold of the county and have them meet out there too.

REGULAR BUSINESS

Approval of the minutes from the Regular Meeting of December 26, 2023 and the Special Meeting on January 3, 2024 was tabled until the next meeting.

Jim announced the correspondence book was available in the Fiscal Office for public viewing during normal business hours.

A motion by Hank Gibson, seconded by Vince Coia to approve payroll warrants for January 12, 2024 in the amount of \$79,520.53 and other warrants in the amount of \$23,575.69 with warrants over \$1,000.00 being read aloud for approval. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

RES #24-001 A motion by Hank Gibson, seconded by Vince Coia to appoint Jim DiPaola, Jon Summers, James Collins, Matt Dix and Dave Moore as the 2024 Volunteer Firefighters' Dependents Fund board members. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

RES #24-002 A motion by Hank Gibson, seconded by Vince Coia to appoint Jim DiPaola to the Portage County Regional Planning board for a two-year period beginning January 1, 2024. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

OLD BUSINESS
TRUSTEES

The Economic Development Agreement and the MOU with the city were discussed again. Jim said he would get in touch with Dennis West and iron out a couple of questions the trustees had. Jim said the agreement would need to be signed by January 15, 2024, so a special meeting would need to be had once the questions with Dennis West had been figured out.

FISCAL OFFICER

Gail said the deed for the property at 6145 Spring St could not be located. She needs it to get the property tax exemption. She asked the trustees to approve the hiring of a title company to do a title search and get a copy of the deed for the township. She said she will have a review done on all the other township properties, if needed, to ensure we have copies of deeds for them all.

A motion by Vince Coia, seconded by Hank Gibson to authorize hiring AMS Title to conduct a title search and produce a copy of the deed to the property located at 6145 Spring St. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

Gail said she will need to pull back about \$200K-\$300K back from the Star Ohio account for a cushion until the first draw of money comes in from the property taxes.

Gail asked the trustees to authorize the purchase of a fire proof lateral cabinet to put in her office to hold the deeds and other important papers that we can't lose. She said they cost a lot, four or five thousand dollars.

A motion by Hank Gibson, seconded by Vince Coia to authorize the purchase of a fire proof 4 drawer lateral file cabinet for the fiscal office. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

DEPARTMENTAL REPORTS**ROAD DEPARTMENT**

Ray was present and reported the following:

The 2000 International is in need of brake pads, both front and back. Doug is able to do the work, but the pads will cost about \$350.00 at Napa Auto.

A motion by Vince Coia, seconded by Hank Gibson to authorize the purchase of brake pads from Napa Auto for the 2000 International truck. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

The backup camera installed on the one truck is working well. Ray would like to purchase six more of them, one for each of the remaining road trucks and one for the bobcat. The \$1,000 MORE Grant can be used for this, which would pay for almost all of the purchase.

A motion by Vince Coia, seconded by Hank Gibson to authorize the purchase of 6 backup cameras from Amazon at the cost of \$179.99/camera using the OTARMA MORE Grant money. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

Ray asked if anyone had heard anything further on the new storage building. Jim said he had not heard anything from the architect, he would follow up on that in the next couple of days.

Ray said the 2023 year end Road Summary Report is in the Trustees folder for their review.

GRANDVIEW CEMETERY

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

Kozma Electric ordered the 14kW generator and will notify Ray with a time frame when they figure it out. Ray will get with AmeriGas to set up a service call for the new propane tank to run the generator and heater.

ZONING DEPARTMENT

Lori Rotondo was present and reported the following:

Tires were being dumped next to a mobile home on Court St. Lori is unable to determine which property they are actually being dumped on. Jim said he would go with her the next day to see if they can figure that out.

Lori reviewed the permits and violations issued recently.

A public hearing needs to be set for the demolitions at 6640 Sumner and 5451 Portage.

A motion by Jim DiPaola, seconded by Hank Gibson to set the public hearing date and time at 6:30 pm on February 6, 2024 for the demolitions of structures at 6640 Sumner and 5451 Portage. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed. Melissa will place the ad in the Record Courier.

The Land Bank has begun the process of tax foreclosure on the Lakewood property (parcel #29-342-00-00-016-000) for the purpose of demolishing 2 old structures.

FIRE DEPARTMENT

Fire Chief Dave Moore was present and reported the following:

The staff are busy compiling and preparing the year end reports which will be submitted next month.

The new ice rescue gear has been received and will be put into service this week.

The new gear dryers have been assembled and are ready for use. They are more compact than the previous homemade one.

The new flashlights have been found to be faulty and are being returned. Sutphen will repair/replace them at no cost.

Squad #2411 had a rear tire damaged on a call. The tire has been replaced.

#2416 siren needed repaired. It would not shut off and had to be disconnected. Marchese is coming on Thursday to fix it.

The ice rescue training started this week and will be offered the rest of the month. With the forecasted cold snap coming, they should be able to actually get out on the ice for training.

Vince noted that he came in one afternoon while the guys were out on a call and the bay door was left open, heat running. The Chief said he would send out an announcement for everyone to be sure to get the garage doors shut.

NEW BUSINESS

TRUSTEES

Regional Planning sent over a preliminary plan of the Forest Ridge (Phase 6) that has been scheduled for technical review. Comments need to be returned by January 19, 2024. Jim said he has reviewed the plans and they all look good.

FISCAL OFFICER

RES #24-003 A motion by Vince Coia, seconded by Jim DiPaola to approve POs as listed:

Item	PO#	Amount	Vendor	Purpose	Fund
A	109-2024	\$200.00	AmeriGas	Tank rental and/or gas	Grandview
B	110-2024	\$1,000.00	NAPA Auto	Parts	Road
C	111-2024	\$100.94	Airgas	Rent for tanks	Road
D	112-2024	\$574.20	Municipal Signs	Road signs	Road
E	113-2024	\$1,817.87	Ohio Edison	Electric	General
F	114-2024	\$250.00	Ohio Fire Chief	Dues Dave and Mark	Fire
G	115-2024	\$1,500.00	Chase Card	Cameras for road	Road
H	116-2024	\$20,000.00	City of Ravenna	Salt	Road
I	117-2024	\$2,000.00	BWC	Workers comp true up 2023	Various
J	118-2024	\$242.00	OTARMA	Faithful Performance premium	General
K	119-2024	\$500.00	AMS Title Co	Title search	General

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

Financial reports will distributed to the Trustees and department heads in Excel format.
The Workers Comp true-up has been finished for 2023.

ADJOURNMENT

A motion by Hank Gibson, seconded by Vince Coia to adjourn the meeting at 9:05 pm.
R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

ATTEST:

CHAIR

TRUSTEE

FISCAL OFFICER

TRUSTEE