

**RAVENNA TOWNSHIP BOARD OF TRUSTEES
MINUTES OF REGULAR MEETING OF FEBRUARY 6, 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 February 6, 2024. Trustee Jim DiPaola called the meeting to order at 7:00 P.M.

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

AUDIENCE

Bill Wisniewski thanked all the trustees and township officials for their service. He spoke about the positive impacts the schools have on the community and about the 3 E's program which prepares the students for either enrollment, enlistment, or employment. He gave lots of statistics on the schools and discussed the financial situation the schools are facing. He hopes the community will be supporting the upcoming levy.

Frank Hairston echoed Mr. Wisniewski regarding the benefits and opportunities a good education would provide the children and the community. He was proud of the service the township provides and specifically mentioned Ray, Lori and Jim. He also spoke about the tire dumping in certain areas and wondered what could be done to correct it. He brought up the subject of spring cleanup and asked if dumpsters could once again be placed over in the Skeels and McElrath neighborhoods.

REGULAR BUSINESS

A motion by Vince Coia, seconded by Hank Gibson to approve the minutes of the Regular Meeting of January 23, 2024. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

Jim 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 February 9, 2024 in the amount of \$71,330.93 and other warrants in the amount of \$52,315.31 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 heard that a couple of properties on Court St. were going into foreclosure. He asked whether those were where the tires were dumped that was mentioned in the last meeting? It is assumed those properties will end up in the Land Bank. He also brought up the subject about education for cannabis and talked about the TIF.

Jim said he was getting fed up with the amount of time it takes to get anything through the prosecutors' office. He is not pleased with the amount of time the prosecutor's office gave a resident to handle the clean up of a specific violation because the township had already given them a significant amount of time. He was going to go speak with the prosecutor the next day.

FISCAL OFFICER

Gail gave a fund analysis update on the ARPA money.

The interest received in 2023 totaled \$160,311 of which the General Fund received (\$149,707), the Road fund received (\$10,086), and the Flagpole Bequest Fund received (\$517). Once the Fed starts lowering the interest rates and we expend the remainder of the ARPA money, these amounts will go down significantly. This should be thought of as a one-time increase in revenue and not a regular part of the financial projection budget.

The website needs modified to add a page to inform the public about the levy that will be on the ballot. Gail requested a resolution to authorize Advan to make those changes.

RES #24-007 A motion by Hank Gibson, seconded by Vince Coia to authorize Advan to modify the township website by adding a page to inform the public about the upcoming levy and provide factual information regarding the Fire Dept. budget: R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

The tax exemption for the meeting room building has been filed with the Portage County Auditor. We did not receive the bill because it was mailed to Bob Cherry at his old Peck Rd address. The auditor's office said we need to make the first payment which should be refunded once the state approves the exemption request. The first half bill is \$1,798.14.

Gail has sent the cash certificate report to the County Auditor's office last month.

Another fraudulent unemployment claim has been filed, this time in the name of Michelle McCoy. Both Gail and Michelle have reported the fraudulent filing.

DEPARTMENTAL REPORTS**ROAD DEPARTMENT**

Ray was present and reported the following:

Ray spoke about the proposed remediations to be done on Winding Creek to handle the drainage issues there.

The air compressor that supplies both the Road and Fire departments is not working. A tech from Tri-State Air Compressors will be out this week to check it out.

Westwood area road has had the berm built up. Since the weather will be nice this week and the berming equipment is still set up on the truck, the road crew will continue to work on the berms on roads around the township.

Howard Dukes is available to come back to work and has requested to return from leave of absence.

RES #24-008 A motion by Vince Coia, seconded by Jim DiPaola to authorize a return to work from leave of absence for Howard Dukes effective Monday, February 12, 2024 at the pay rate of \$16.28/hr. This is an increase of 5% consistent with what other township employees received at the beginning of the year. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

GRANDVIEW CEMETERY

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

Kozma Electric said the generator should be in the second week of February.

AmeriGas failed to show for their appointment for the new propane tank to run the generator and heater. Ray would like to go another route and purchase the tank and just have a local company

come in to fill it as necessary. He has received a quote of \$995 for a 120 gal tank from a company named ERB, they can deliver it for \$250 or Ray could go to them in Alliance and pick it up.

A motion by Vince Coia, seconded by Hank Gibson to authorize the purchase of a 120-gallon propane tank from ERB Tank Service for the cost of \$995.00 and have the road department go pick it up. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

ZONING DEPARTMENT

Lori Rotondo was present and reported the following:

Lori reviewed the permits and violations issued recently. She asked for resolutions to forward three more violations to the prosecutor or attorney.

RES #24-009 A motion by Jim DiPaola, seconded by Hank Gibson,

Whereas, the Township Zoning Inspector has notified the Landowner of 6535 Cleveland Road, Parcel #29-312-00-00-012-000 and #29-312-00-00-012-002 in Ravenna Township, Portage County, Ohio that they are in violation of junk and inoperable vehicles on the premises. Pursuant to Township Zoning Resolution 700.10 (45 D).

Whereas, as of the date of this resolution, the responsible parties have not complied with previous notices and continue to violate the Township Zoning Resolution:

Now Therefore, be it Resolved by the Board of Trustees of Ravenna Township, Portage County, Ohio that:

1. The Board hereby directs the Portage County Prosecutor 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 the Portage County Prosecutor.

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

RES #24-010 A motion by Jim DiPaola, seconded by Hank Gibson, authorize the removal of the structure located at 6640 Sumner Road, permanent parcel number 29-312-11-00-129-000 in the Township of Ravenna, Portage County, Ohio, owner of record being Donald E. Nelson.

Whereas, Section 505.86 of the Ohio Revised Code provides that a board of township trustees may provide for the removal, repair, or securing of buildings or structures that have been declared insecure, unsafe, or structurally defective.

Whereas, a structure situated upon the real property located at 6640 Sumner Road in Ravenna Township, Portage County, is insecure, unsafe, and/or structurally defective.

Whereas, the Ravenna Township Board of Trustees has previously requested the Portage County Building Department, Health Department, and the Ravenna Township Fire department to perform inspections upon this structure located upon the real property to determine whether such structure is insecure, unsafe, and/or structurally defective.

Whereas, this matter has come before the Ravenna Township Board of Trustees (“Board”) for a Hearing to determine whether this structure situated upon a parcel of land in the Township of Portage County, Ohio with a permanent parcel number of

29-312-11-00-129-000 and with an address of 6640 Sumner Road (“Real Property”) is an insecure, unsafe, or structurally defective structure pursuant to Ohio Revised Code Section 505.86

Whereas, inspection reports have been submitted to the Board and made part of the Township record in this matter.

Whereas, the Portage County Building Department has determined that the structure located upon the real property is a structurally defective building, which needs to be removed.

Whereas, the Portage County Health Department has determined that the structure located upon the real property is a structurally defective building, which needs to be removed.

Whereas, the Ravenna Township Fire Department has determined that the structure located upon the real property is a structurally defective building, which needs to be removed.

Whereas, neither the record owner(s) of the Real Property, nor any lien holders thereof, presented sufficient evidence that would support a finding that said premises and structure located thereon did not constitute a structure that is insecure, unsafe and/or structurally defective.

Resolved, that the Board has determined that the present condition of the premises and structure located upon the Real Property are a public nuisance, creates a dangerous situation, and that the structure is within the parameters of an insecure, unsafe and/or structurally defective structure pursuant to R.C. 505.86.

Resolved, that the Board hereby orders that the building described in the attached inspection report(s) be removed pursuant to R.C. 505.86 (“Structure”) and that the demolition will be funded through The Ohio Department of Development’s Building Demolition and Site Revitalization Program and administered by The Portage County Landbank in Spring/Summer 2024.

Resolved, that the Fiscal Officer is directed to serve, by certified mail, return receipt requested, a true copy of this Resolution on the owners and lien holders identified in the lien search.

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

RES #24-011 A motion by Jim DiPaola, seconded by Hank Gibson, to authorize the removal of the structure located at 5451 Portage Street, permanent parcel number 29-364-14-00-172-003 in the Township of Ravenna, Portage County, Ohio, owner of record being Apostolic Tabernacle of God.

Whereas, Section 505.86 of the Ohio Revised Code provides that a board of township trustees may provide for the removal, repair, or securing of buildings or structures that have been declared insecure, unsafe, or structurally defective.

Whereas, a structure situated upon the real property located at 5451 Portage Street in Ravenna Township, Portage County, is insecure, unsafe, and/or structurally defective.

Whereas, to perform inspections upon this structure located upon the real property to determine whether such structure is insecure, unsafe, and/or structurally defective.

Whereas, this matter has come before the Ravenna Township Board of Trustees (“Board”) for a Hearing to determine whether this structure situated upon a parcel of land in the Township of Portage County, Ohio with a permanent parcel number of 29-364-14-00-172-003 and with an address of 5451 Portage Street (“Real Property”) is an insecure, unsafe, or structurally defective structure pursuant to Ohio Revised Code Section 505.86

Whereas, inspection reports have been submitted to the Board and made part of the Township record in this matter.

Whereas, the Portage County Building Department has determined that the structure located upon the real property is a structurally defective building, which needs to be removed.

Whereas, the Portage County Health Department has determined that the structure located upon the real property is a structurally defective building, which needs to be removed.

Whereas, the Ravenna Township Fire Department has determined that the structure located upon the real property is a structurally defective building, which needs to be removed.

Whereas, neither the record owner(s) of the Real Property, nor any lien holders thereof, presented sufficient evidence that would support a finding that said premises and structure located thereon did not constitute a structure that is insecure, unsafe and/or structurally defective.

Resolved, that the Board has determined that the present condition of the premises and structure located upon the Real Property are a public nuisance, creates a dangerous situation, and that the structure is within the parameters of an insecure, unsafe and/or structurally defective structure pursuant to R.C. 505.86.

Resolved, that the Board hereby orders that the building described in the attached inspection report(s) be removed pursuant to R.C. 505.86 (“Structure”) and that the demolition will be funded through The Ohio Department of Development’s Building Demolition and Site Revitalization Program and administered by The Portage County Landbank in Spring/Summer 2024.

Resolved, that the Fiscal Officer is directed to serve, by certified mail, return receipt requested, a true copy of this Resolution on the owners and lien holders identified in the lien search.

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

FIRE DEPARTMENT

Fire Chief Dave Moore was absent Mark Kozak reported the following:

Firefighter Heffley has been hired full-time by the Mantua-Shalersville Fire Dept. and has requested a leave of absence for six months beginning immediately.

A motion by Hank Gibson, seconded by Vince Coia to approve the six-month leave of absence for Firefighter Heffley effective immediately. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

The Chief would like to hire Brandon Hall for part-time EMT/Firefighter.

RES #24-012 A motion by Hank Gibson, seconded by Vince Coia to hire Brandon Hall as part-time EMT/Firefighter at the rate of \$16.26/hr. (per CBA) pending a physical, drug and background screening. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

Sutphen has returned two lightboxes that were found faulty and took two more to repair/replace. Joe Marchese had found that they had mis-wired the chargers, thus ruining the batteries. While here, Sutphen replaced a blown fuse for our mechanical siren and fixed an air leak on the parking brake on #2414.

Marchese was in to look at #2411 for an intermittent siren. It is temporarily repaired, but it highlights the need for each squad to have two sirens.

Lifeline says that #2411’s remount is scheduled to begin on August 9, 2024 and should be completed by October 18, 2024. It will likely be available for pick up in late July.

The air to both trucks was found to be low and would not allow them to disconnect their airlines. It turns out the air compressor in the Road area is faulty and needs replaced..

The door sensor for #2414 was found to be faulty which left the door unable to close. H&W was called Friday and repaired it.

Mark asked for an executive session at the end of the meeting for discussion on collective bargaining.

A motion by Hank Gibson, seconded by Jim DiPaola to authorize Mark Kozak to write for the 2023 AFG Grant for replacement of firehose. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

NEW BUSINESS

TRUSTEES

Vince and Jim will be at the next Township Association Meeting scheduled for February 17, 2024.

FISCAL OFFICER

RES #24-013 A motion by Vince Coia, seconded by Jim DiPaola to approve POs as listed:

Item	PO#	Amount	Vendor	Purpose	Fund
A	123-2024	\$200.00	Sherwin Williams	Paint	Fire
B	124-2024	\$3,596.28	Portage Co Treas.	Tax on meeting room parcel	General
C	125-2024	\$2,000.00	Tri-State Air Comp	Air compressor repair or replace	Road
D	126-2024	\$367.82	Advance Auto Parts	Parts	Road
E	127-2024	\$800.00	Advance Auto Parts	Parts and supplies	Road
F	128-2024	\$1,000.00	Advan Design	Website modifications	General
G	129-2024	\$320.00	Portage Co Clerk of Courts	Court costs for 6535 Cleveland Rd	Zoning
H	130-2024	\$500.00	Chase Card Services	CPR supplies	Fire

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

Financial reports will be distributed to the Trustees and department heads in Excel format.

A motion by Vince Coia, seconded by Hank Gibson to approve warrant #24643 for \$320.00. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

Gail requested executive session to discuss a matter required to be kept confidential per HIPAA.

Gail transferred \$200K back from Star Ohio to Chase Checking to help meet payments through the first quarter 2024.

Pursuant to R.C 121.22(g) Executive Session was requested for the purpose of Collective Bargaining Negotiations and discuss matters required to be kept confidential per HIPAA.

A motion by Vince Coia, seconded by Jim DiPaola to suspend Regular session at 8:58 pm. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

A motion by Vince Coia, seconded by Jim DiPaola to enter Executive session at 8:58 pm. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

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

Returned to open session at 9:05 pm.

RES #24-014 A motion by Hank Gibson, seconded by Vince Coia to approve and authorize the deal to settle an account per Life-Force agreement. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

ADJOURNMENT

A motion by Hank Gibson, seconded by Vince Coia to adjourn the meeting at 9:07 pm. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

ATTEST:

CHAIR

TRUSTEE

FISCAL OFFICER

TRUSTEE