

**RAVENNA TOWNSHIP BOARD OF TRUSTEES**  
**MINUTES OF REGULAR MEETING OF FEBRUARY 20, 2024**

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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 February 20, 2024. Trustee Jim DiPaola called the meeting to order at 7:03 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, Road Superintendent Ray Taylor, and Assistant Fiscal Officer Jon Summers. In the audience was Zak Yost.

**AUDIENCE**

Zack Yost talked about the signs in his yard. They are on licensed trailers which he hauls around to his different jobs. He has received a notification from Zoning saying he is not in compliance with regulations. Jim said the issue came up at the BZA meeting, there was a complaint from the people across the street, and the zoning code does not permit signs of this sort. Zack would need to get a variance from the BZA. Zack said he would come in the following day and start that process with Lori.

**REGULAR BUSINESS**

A motion by Hank Gibson, seconded by Vince Coia to approve the minutes of the Regular Meeting of February 6, 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 the minutes of the Public Hearing of February 6, 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 Hank Gibson to approve payroll warrants for February 23, 2024 in the amount of \$48,433.75 and other warrants in the amount of \$42,773.94 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**

Jim said he was able to contact Wesley Electric out of Rootstown and they are able to come out on Monday and give a quote on the switches the township would like installed throughout the building.

**FISCAL OFFICER**

Ryan Brown has requested that he begins his repayments for his training class at the end of March. This will give him time to find a job.

A motion by Hank Gibson, seconded by Vince Coia to authorize the change of terms of the promissory note and allow Ryan Brown to begin the repayment of his training class at the end of March, 2024. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

The township webpage has been updated to include the information on the upcoming levy.

The attorney has sent an update on the TIF. The trustees asked that the attorney reach out to DeHoff to see if he was still interested in pursuing the TIF.

## **DEPARTMENTAL REPORTS**

### **ROAD DEPARTMENT**

*Ray was present and reported the following:*

Ray discussed the water issue on Westwood St. The city/county knows there is a leak there but are unable to determine where it is. They are going to hire someone to find the leak. The water drainage issue at Winding Creek has been fixed.

Spring cleanup was discussed. Ray got quotes from both H&H Dumpsters in Rootstown (\$4,665.00) and Budd's Dumpster out of Uniontown (\$3,703.00). Both quotes are for five 40 yard and two 30 yard roll off boxes.

A motion by Vince Coia, seconded by Hank Gibson to authorize contracting with Budd's Dumpster for the spring cleanup to be held on April 27, 2024 from 8:00 AM until noon. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

The bad air compressor in the Road Dept. had to be replaced. Ray needs to remove the old air compressor from inventory.

**RES #24-015** A motion by Vince Coia, seconded by Hank Gibson to declare the old air compressor in the road department as obsolete and to sell the unit on GovDeals.com. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

Ray asked the trustees what they wanted to do about the sidewalk up in the township park. It has become a tripping hazard. He has a quote from Layin' It Down Concrete to replace the sidewalk for the cost of \$4,850.00. The trustees discussed the matter and decided to investigate whether there are any grants available through Regional Planning that might cover that cost.

Ray has heard the sewer project for the Chinn Development will be going out for bid soon.

### **GRANDVIEW CEMETERY**

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

The propane tank has been purchased and installed at the cemetery. The next step would be to purchase the heater. Ray found one thru HVAC, a Modine heater, at the cost of \$3,031.00. The trustees asked about the status on the generator from Kozma Electric. Ray said he has not heard anything since they told him the generator should be in the second week of February. They never responded after Ray asked how soon after the generator comes in that Kozma would be able to install it. The trustees elected to hold off on ordering the heater until after the generator is scheduled to be installed so the heater would not be out of warranty when the generator finally is installed.

Yardworks will be sending in their mowing contract soon. Levi is currently in Florida. The Memorial Day flags have been ordered.

**ZONING DEPARTMENT**

*Lori Rotondo was present and reported the following:*

Lori discussed the call she and Jim had with IWORQ Systems reviewing the latest options available for the program. The current program costs under \$2,000/year, the quote with the latest bells and whistles was almost \$6,000/year. It was decided to keep the program as it is.

There is a BZA meeting scheduled for March 13, 2024 to review an accessory building variance at 7027 SR 14 and to discuss the sign variance previously discussed this evening with Zack Yost.

Lori reviewed the permits and violations issued recently.

**FIRE DEPARTMENT**

*Fire Chief Dave Moore was present and reported the following:*

Dave asked for approval to attend the Ohio Fire Chief's Winter Symposium in Columbus. The attendance fee is \$140 and the hotel will be \$170.38 for one night.

A motion by Hank Gibson, seconded by Vince Coia to approve Chief Moore's attendance at the Ohio Fire Chief's Winter Symposium in Columbus. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

The Chief asked for approval to send EMT Josh Strunk to A&P class. Registration cost is \$400 with an additional \$600 due when the class begins in May.

**RES #24-016** A motion by Hank Gibson, seconded by Jim DiPaola to send Josh Strunk to A&P Class. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

All shifts have been working hard to prepare the station for the open house this weekend. The day room has been painted, bays have been cleaned and organized.

The ISO evaluator has scheduled the evaluation for March of this year.

There will be a Solar Eclipse Exercise on February 28, 2024 at 9:30 AM in preparation for the April 8, 2024 event.

The LEPC Railroad Incident exercise is scheduled for May 24, 2024 at 9:00 AM. More details to come.

Dave requested an executive session at the end of the meeting to discuss a matter of employee compensation and employment.

Dave's truck needs to go in for an adjustment at Sarchione Chevy. His truck turns off after 30-45 minutes of idling. That needs adjusted, if it is sitting at an accident or fire scene, he needs the lights to continue working. It will cost \$268 at Sarchione to fix it.

A motion by Hank Gibson, seconded by Vince Coia to authorize the reprogramming of the Chief's vehicle at Sarchione Chevy at the cost of \$268. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

The on-ice portion of the ice rescue class is indefinitely postponed until we have enough ice on the lakes. It will most likely have to wait until next winter.

We will be hosting two days of fire reporting class through the state on April 2<sup>nd</sup> and 4<sup>th</sup> from 8:00 AM to noon.

**RES #24-017** A motion by Hank Gibson, seconded by Vince Coia to accept and authorize the MOU for modification of paid time off for the Fire Department. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

**NEW BUSINESS**  
**TRUSTEES**

Vince attended the Portage County Township meeting. They discussed a variety of things including data security, records management, indigent burial grants, scholarship funds, health department open house, the upcoming eclipse, etc. May 18, 2024 will be the next Township Association meeting.

Jim said he attended the meeting for the city's 225<sup>th</sup> birthday celebration.

**FISCAL OFFICER**

**RES #24-018** A motion by Vince Coia, seconded by Jim DiPaola to approve POs as listed:

Item	PO#	Amount	Vendor	Purpose	Fund
A	131-2024	\$1,500.00	Tri State Air Comp	New air compressor	Road
B	132-2024	\$1,200.00	Chase Card	Propane tank purchase	Grandview
C	133-2024	\$150.00	Chase Card	For open house donations	General
D	134-2024	\$150.00	Capital One	For open house donations	General
E	135-2024	\$40.00	PC Treasurer	Fingerprinting	Fire
F	136-2024	\$27,769.77	PC Treasurer	Dispatch 1 <sup>st</sup> ½ 2024	EMS
G	137-2024	\$330.00	LAAD Sign	Sign	Fire
H	138-2024	\$508.00	H&W Door	Garage door repair	Fire
I	139-2024	\$89.94	Bound Tree Med	Gloves	Fire
J	140-2024	\$249.00	CTMS	MS Ofc 365	General
K	141-2024	\$5,000.00	CTMS	IT Services	General
L	142-2024	\$4,000.00	CTMS	IT Services	Fire
M	143-2024	\$2,000.00	CTMS	IT Services	Road
N	144-2024	\$1,000.00	CTMS	IT Services	Grandview
O	145-2024	\$218.96	Lifeforce	Billing service oct 2023	Fire
P	146-2024	\$1,121.40	CTMS	IT Services	All
Q	147-2024	\$3,200.00	Chase	Heater for Mausoleum	Grandview
R	148-2024	\$500.00	Dave Moore	Travel for Training	Fire
S	149-2024	\$40.96	Chase card	Travel for OTA	General
T	150-2024	\$300.00	Sarchione Chevy	Reprogram chief's truck	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 Hank Gibson, seconded by Vince Coia to approve and accept the December 31, 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.

**RES #24-019** A motion by Hank Gibson, seconded by Jim DiPaola to authorize permanent appropriations for 2024 totaling \$5,617,743.52 as presented by the Fiscal Officer.

<b>Fund Number</b>	<b>Fund Name</b>	<b>Amount</b>
1000	General Fund	\$ 1,400,000.00
2011	Motor Vehicle License Tax	110,000.00
2021	Gasoline Tax	150,000.00
2031	Road and Bridge	975,000.00
2041	Cemetery-Grandview	130,000.00
2111	Fire Department	1,250,000.00
2273	ARPA	239,970.98
2281	Ambulance and Emergency	400,000.00
2282	EMS Levy	500,000.00
2401	Special Assessment PMHA	1,200.00
2402	Special Assessment Pine	2,000.00
2403	Special Assessment Forest	5,500.00
2404	Special Assessment Forest 3 & 4	3,500.00
2405	Special Assessment Breakneck Creek	3,100.00
2406	Special Assessment Forest 5 & 6	1,800.00
2901	Misc. Special Revenue FEMA	13,627.15
	Misc. Special Revenue Flagpole	
2902	Maint.	30,000.00
2905	OneOhio Opioid Settlement	1,088.00
2906	ARPA First Responder Retention	457.39
4401	Public Works	-
4901	Misc. Capital Projects	400,000.00
4951	Flagpole Bequest Fund	500.00
9002	Fire Loss Fund - Agency	-
	<b>Total</b>	<b>\$ 5,617,743.52</b>

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.

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

A motion by Hank Gibson, seconded by Vince Coia to suspend Regular session at 9:09 pm.  
R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

A motion by Hank Gibson, seconded by Vince Coia to enter Executive session at 9:09 pm.  
R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

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

Returned to open session at 9:30 pm.

**RES #24-020** A motion by Jim DiPaola, seconded by Vince Coia to increase the pay rate for Josh Strunk to \$15.00/hr. for achieving EMT status effective February 20, 2024. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

**RES #24-021** A motion by Hank Gibson, seconded by Jim DiPaola to turn accounts recommended by Life-Force over to Capital Recovery and the Attorney General for collection. 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 9:32 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