

RAVENNA TOWNSHIP BOARD OF TRUSTEES
MINUTES OF REGULAR MEETING OF APRIL 16, 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 April 16, 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, Zoning Inspector Lori Rotondo, Road Superintendent Ray Taylor and Assistant Fiscal Officer Jon Summers. Fire Chief Dave Moore was absent, Lieutenant Gemberling filled in for him. In the audience was resident Donna Lane.

AUDIENCE

Donna Lane asked the trustees whether the township could spray for mosquitos because they are bad in the Forest Ridge area. Vince told her no, the township does not have the equipment, training and licensing, or the liability insurance to do that type of work. They agree that with all the rains we have been getting, the mosquitos are a problem and suggested that she purchase those mosquito dunks to put in the standing waters around her area.

REGULAR BUSINESS

The motion to approve the minutes of the Regular Meetings of March 19 and April 2 and the Special Meeting of April 5, 2024 were all 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 April 19, 2024 in the amount of \$71,079.34 and other warrants in the amount of \$15,456.65 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 obtained a copy of the letters and paperwork being sent to the residents of the Chinn neighborhood regarding the upcoming sewer project. Copies were distributed to the rest of the trustees for review.

Chad Murdock has sent a request to the judge for a status update on the case involving the City and Union Cemetery since the Township has prevailed in its appeal and it has been sent back to the lower court to hear the case.

Jim said he would like to have the kick off meeting for the committee for the Township Comprehensive Land Use Plan at the end of May. They are still looking for people to be on the committee. Peggy DiPaola has indicated she would like to be on the committee.

FISCAL OFFICER

Dennis West has not attended any of the trustee meetings in the 1st quarter of 2024 or sent any reports per the agreement. Jim said he would try to get him to come to the May 1st meeting to give a report.

Gail said the auditors have been in touch and would like to get their questionnaire form back by tomorrow.

The ARPA reporting is also due by the end of this month.

DeHoff called Gail and gave her a quick update. He is still pursuing the TIF and was requesting the name of the president of the homeowner's association.

There are no updates yet on the King Kennedy bathroom improvements project.

DEPARTMENTAL REPORTS

ROAD DEPARTMENT

Ray was present and reported the following:

Mike Soboro has finished all of the tree trimming, removal and stump grinding in the Township Park. Layin' It Down Concrete formed up the new sidewalk and was pouring it today. Frank Mounts quoted \$1,925.00 to replace the fencing there. The trustees asked Ray to get another quote or two on the fencing. Landscaping would be the next step and Ray will need to buy a couple loads of top soil.

Ray is still reviewing the apps for the open road crew position and will start interviewing soon.

The county has given their estimate at \$104,000 to chip and seal all the roads Ray has proposed to do this year. Gail said we have \$175K budgeted. The trustees asked Ray to add more roads to chip and seal and request the county to redo their estimate so it can all go out to bid at once. Ray said he had the McElrath neighborhood scheduled for next year, so he will look to do the Skeels area.

GRANDVIEW CEMETERY

There were two burials, one cremation and one niche sale in the past two weeks.

Ray needs to replace the three old weed eaters. Daywalt has them on sale at \$288.00.

A motion by Jim DiPaola, seconded by Vince Coia to approve the purchase of 3 weed eaters from Daywalt for the total cost of \$864.00. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

The propane tank at the cemetery is now filled and Ray is just waiting to hear back from Kozma Electric. Kozma is still not responding to calls or emails. The generator is in, but Kozma has not picked it up yet.

Ray said he was going to do some landscaping around the columbarium's and asked whether the trustees were still interested in purchasing the benches to place around the columbarium's? Portage Marble has quoted them at \$700 each. The trustees asked how many Ray needed, he said six.

A motion by Vince Coia, seconded by Jim DiPaola to authorize the purchase of 6 benches from Portage Marble at the cost of \$700/bench. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

ZONING DEPARTMENT

Lori Rotondo was present and reported the following:

The BZA will hold a meeting on May 8, 2024 to hear a variance request to have 3 accessory buildings at 5607 Lakewood Rd. They will also continue with the request from their previous meeting on putting two duplexes at 6615 Fairfield.

Lori reviewed the permits and violations issued recently and gave updates on older ones.

FIRE DEPARTMENT

Fire Chief Dave Moore was absent and Lieutenant Gemberling reported the following:

Fees for doing the live burns through the Wayne County Regional Fire Training Center are between \$1,500-\$2,000. The Chief requests approval of the fees for the live burn scheduled for April 25, 2024.

A motion by Hank Gibson, seconded by Jim DiPaola to approve the fees between \$1,500 and \$2,000 for the live burn training scheduled for April 25, 2024 through the Wayne County Regional Fire Training Center. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

The fee for the Medicare Revalidation is \$709.00. The Chief requests approval for that.

A motion by Hank Gibson, seconded by Vince Coia to the \$709 fee for revalidation of being a Medicare service provider. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

The MOU for the donation of sick time for full time firefighters was reviewed.

RES #24-037 A motion by Hank Gibson, seconded by Jim DiPaola to approve the MOU for sick leave hour donations between full time firefighters as presented. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

Squad #2412 has had its preventative maintenance done at Sarchione Ford. The fire engines' preventative maintenance will be scheduled next through FYDA Youngstown.

NEW BUSINESS

TRUSTEES

NDS has two lien releases for Portage Homes III properties needing authorized so they can be sold to the respective tenants.

RES #24-038 A motion by Hank Gibson, seconded by Vince Coia to authorize the partial lien release from Portage Homes III for the property located at 6742 Garfield Rd, Ravenna OH 44266 so that it may be sold to the tenant. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

RES #24-039 A motion by Vince Coia, seconded by Jim DiPaola to authorize the partial lien release from Portage Homes III for the property located at 9144 Maple Grove, Windham OH 44288 so that it may be sold to the tenant. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

FISCAL OFFICER

RES #24-040 A motion by Jim DiPaola, seconded by Vince Coia to approve POs as listed:

Item	PO#	Amount	Vendor	Purpose	Fund
A	231-2024	\$1,000.00	Chase Card	Indeed ad	Road
B	232-2024	\$1,000.00	Centerra	Supplies	Grandview
C	233-2024	\$1,000.00	Atwater Nursery	Plants	Grandview
E	235-2024	\$900.00	Daywalt (Coia)	Replace weed eaters	Grandview

F	236-2024	\$2,000.00	Wayne Cnty Regional Training	Live burn training fees	Fire
G	237-2024	\$800.00	Chase Card	Medicare registration fee	Fire
H	238-2024	\$4,200.00	Portage Marble	Benches	Grandview

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

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

Gail asked for an executive session to discuss matters required to be dept confidential under HIPAA.

Pursuant to R.C 121.22(g) Executive Session was requested for the purpose of discussing matters required to be dept confidential under HIPAA.

A motion by Vince Coia, seconded by Hank Gibson to suspend Regular session at 8:58 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 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.

Returned to open session at 9:57 pm.

RES #24-041 A motion by Jim DiPaola, seconded by Vince Coia to send all accounts submitted by LifeForce to the Attorney General for collection as recommended. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

ADJOURNMENT

A motion by Hank Gibson, seconded by Jim DiPaola to adjourn the meeting at 9:58 pm.
R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

ATTEST:

CHAIR

TRUSTEE

FISCAL OFFICER

TRUSTEE