

**RAVENNA TOWNSHIP BOARD OF TRUSTEES**  
**MINUTES OF REGULAR MEETING OF MAY 14, 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 May 14, 2024. Trustee Jim DiPaola called the meeting to order at 7:03 P.M.

Roll call showed the following present: Trustees Jim DiPaola and Hank Gibson, Fiscal Officer Gail Pittman, Fire Chief Dave Moore, Zoning Inspector Lori Rotondo, Road Superintendent Ray Taylor, Fire Liaison Mark Kozak, and Assistant Fiscal Officer Jon Summers. Trustee Vince Coia was absent. In the audience were residents Melody and David Harvey, John Bojee, and Chris Knapp.

**BID OPENING**

The sealed bids for the 2024 Chip & Seal Project were opened and announced as follows:

- |                                |              |
|--------------------------------|--------------|
| 1) Melway Paving Co.           | \$153,359.70 |
| 2) Ronyak Paving Co            | \$156,395.50 |
| 3) Specialized Construction Co | \$195,747.85 |
| 4) Geauga Highway              | \$129,045.66 |

Gauga Highway was announced as the apparent low bidder. Ray will take the bids to the Portage County Engineer's office for tabulation and verification and then to the Portage County Prosecutor for review.

**AUDIENCE**

Melody Harvey came to the meeting to make a formal complaint about the high grass at 6444 Genevieve St. Last year the grass was almost as tall as she was before the township came out to mow. She wanted the township to come out and mow it more often. Jim told her that the township cannot just go out and mow in response to a complaint. There is a process that must take place. The process consists of confirming that there is a violation, issuing a violation to the appropriate parties, delivering and posting the notices, waiting on responses, and finally the township can go out and mow. Once the township mows in response to the violation the violation is gone. The process must start over again. The trustees assured Melody they would keep an eye on the property and do the best they can.

Chris Knapp from LifeForce came to discuss the EMS billing. The ALS and BLS billings are in line with current rates. Hank wondered about being able to collect on repetitive calls where there was no transport. Chris said when the last fee schedule was approved, the trustees approved a \$300 fee for this but chose not to bill it at that time since it wasn't common practice and would be difficult to collect. It is becoming more common now and is something that could probably be instituted successfully on certain calls.

**REGULAR BUSINESS**

A motion by Hank Gibson, seconded by Jim DiPaola to approve the minutes of the Regular Meeting of May 1, 2024. R/C: Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

The motion to approve the Special Meeting minutes of May 2, 2024 was tabled until Vince was here since Jim missed that meeting.

A motion by Hank Gibson, seconded by Jim DiPaola to approve the minutes of the Special Meeting of May 9, 2024. R/C: 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 Hank Gibson, seconded by Jim DiPaola to approve payroll warrants for May 17, 2024 in the amount of \$45,861.50 and other warrants in the amount of \$53,279.49 with warrants over \$1,000.00 being read aloud for approval. R/C: Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

### **OLD BUSINESS**

#### **TRUSTEES**

None

### **FISCAL OFFICER**

The resolution to expire the 5.0 mil levy has been delivered to the County Auditor.

Gail has checked on the property exemption with the Auditor's office. There has been no news yet, which is probably a good thing. If there had been something missing or needing modified, they would have sent notification by now.

Gail requested an executive session at the end of the meeting to discuss matters required to be kept confidential by HIPAA.

### **DEPARTMENTAL REPORTS**

#### **ROAD DEPARTMENT**

*Ray was present and reported the following:*

The fencing at the township park has been replaced and looks great, so the park renovations are now complete. Gail asked Ray if he would take some park pictures to put on the website to replace the existing ones. Ray said yes, but he will wait until the new grass has grown in and looks good.

The new Road Crew employee, Doug Maggard, started work on Monday. The department is now fully staffed again.

Frank Hairston approached Ray regarding all the tires in the McElrath neighborhood and asked if the township would be able to help get those removed. Ray contacted Dawn at the recycling center and she says the grant is still open for the tire collection at fifty cents each. She thinks they would be able to place a dumpster there for the tires. Frank said he would be able to get the money collected for the tires. The trustees discussed it and said if the residents would collect the tires and put them at the side of the road, the trustees would not be opposed to sending an employee and the backhoe to load all the tires into the dumpster. Township employees will not go on private property to remove them. It would be the cheapest and fastest way to clean up the whole problem.

#### **GRANDVIEW CEMETERY**

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

The high school girls' softball team came out last Friday and mulched around the cemetery. They did a wonderful job. Ray barbecued lunch for them and everyone had a good day.

All the roads in the cemetery got a fresh topping of limestone and it looks great.

The Young Marines are coming out at 6:00 PM on May 23, 2024 to set flags for Memorial Day. Anyone who wants to come out and help, it would be greatly appreciated. Ray already has all the flags.

Kozma Electric did not come out to install the generator. Ray has not heard a word from them.

Windham Township sent a thank you note for the help given cleaning up the storm debris.

### **ZONING DEPARTMENT**

*Lori Rotondo was present and reported the following:*

Lori had a couple of resolutions for nuisance abatement under ORC 505.87 for properties at 6444 Genevieve and 6364 Roselawn that have been discussed several times.

**RES #24-053** A motion by Jim DiPaola, seconded by Hank Gibson Declaring the vegetation (tall grass) located at 6444 Genevieve Road, Ravenna Township, Ohio to be a nuisance subject to abatement by Ravenna Township at the landowner's cost if not timely abated by the landowner; and ordering a lien search and notice to be served on the landowner and any lienholders, all in accordance with Ohio R.C. 505.87. R/C: Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

**RES #24-054** A motion by Jim DiPaola, seconded by Hank Gibson Declaring the vegetation (tall grass) located at 6364 Roselawn, Ravenna Township, Ohio to be a nuisance subject to abatement by Ravenna Township at the landowner's cost if not timely abated by the landowner; and ordering a lien search and notice to be served on the landowner and any lienholders, all in accordance with Ohio R.C. 505.87. R/C: Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

The BZA met on May 8, 2024 and approved the variance request for a 3<sup>rd</sup> accessory building at 5607 Lakewood and also the variance request for having childcare at the place of worship at 3090 SR 59.

The Zoning Commission meeting is scheduled for May 15, 2024 to continue edits to the Zoning Resolution chapters.

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

### **FIRE DEPARTMENT**

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

Dave requested an executive session at the end of the meeting to discuss hiring an employee.

Unit #2414 went to FYDA Youngstown for preventative maintenance. It developed a windshield leak which was resealed. Unit #2413 is in for the preventative maintenance. Both units will go back in the fall for a pre-winter inspection.

The Chief's truck went to Sarchione Chevy for the engine shutdown issue.

The high school students came out last Friday and helped clean the Fire Department.

### **NEW BUSINESS**

#### **TRUSTEES**

None

#### **FISCAL OFFICER**

ProAir Midwest sent their annual service agreement for renewal

A motion by Hank Gibson, seconded by Jim DiPaola to approve and accept the annual service agreement with ProAir Midwest for air pack compressor maintenance for the period June 1, 2024 through May, 2025 in the amount of \$1,474.00. R/C: Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

**RES #24-055** A motion by Jim DiPaola, seconded by Hank Gibson to approve POs as listed:

Item	PO#	Amount	Vendor	Purpose	Fund
A	248-2024	\$1,200.00	Chase Card	Camera's for More grant	Fire
B	249-2024	\$3,703.00	Bud's Dumpster	Spring clean up	General
C	250-2024	\$267.41	Sherwin Williams	Park and gv supplies	Gen & GV
D	251-2024	\$1,200.00	Airgas	Supplies	Road
E	252-2024	\$2,000.00	UH Corp Health	Drug screen & physicals	Fire
F	253-2024	\$800.00	Sherwin Williams	Supplies	Grandview
G	254-2024	\$21.37	Gov deals	Commission for sale	Road
H	255-2024	\$1,474.00	ProAir Midwest	Air pack compressor maint	Fire
I	256-2024	\$335.05	Fyda Freightliner	Addl needed for repairs	Fire
J	257-2024	\$2,000.00	Fyda Freightliner	Maint to be done in the fall	Fire

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

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

**RES #24-056** A motion by Hank Gibson, seconded by Jim DiPaola to approve and accept the bank reconciliations and financial reports for March 2024 and April 2024 as presented by the Fiscal Officer. R/C: Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

Pursuant to R.C 121.22(g) Executive Session was requested for the purpose of discussing a matter required to be kept confidential by Federal HIPAA law and also hiring an employee.

A motion by Hank Gibson, seconded by Jim DiPaola to suspend Regular session at 8:21 pm. R/C: Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

A motion by Hank Gibson, seconded by Jim DiPaola to enter Executive session at 8:21 pm. R/C: Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

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

Returned to open session at 8:49 pm.

**RES #24-057** A motion by Jim DiPaola, seconded by Hank Gibson to authorize disposition of all accounts as recommended on the supplemental report from LifeForce. R/C: Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

**RES #24-058** A motion by Hank Gibson, seconded by Jim DiPaola to authorize the part time memorandum of understanding for emergency filling of the full-time vacancy. R/C: Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

**RES #24-059** A motion by Hank Gibson, seconded by Jim DiPaola to authorize the full-time memorandum of understanding for emergency filling of the full time vacancy. R/C: Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

**RES #24-060** A motion by Jim DiPaola, seconded by Hank Gibson to authorize hiring Zachary Hefley as a Full Time Firefighter at the hourly rate per CBA effective approximately May 28, 2024. R/C: Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

**ADJOURNMENT**

A motion by Hank Gibson, seconded by Jim DiPaola to adjourn the meeting at 8:52 pm. R/C: Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

ATTEST:

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CHAIR

\_\_\_\_\_  
TRUSTEE

\_\_\_\_\_  
FISCAL OFFICER

\_\_\_\_\_  
TRUSTEE