

RAVENNA TOWNSHIP BOARD OF TRUSTEES

MINUTES OF REGULAR MEETING OF June11, 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 June 11, 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 Chief Dave Moore, Zoning Inspector Lori Rotondo, Road Superintendent Ray Taylor, and Assistant Fiscal Officer Jon Summers. In the audience were residents John Marks and Heather Sepelak.

AUDIENCE

John Marks, of 3432 Mabel Ave., wants to get a strip of property close to his home blocked off from public access. People are coming off from the hike and bike trail and trespassing on his property. There have been 4 wheelers, cars, people walking, hanging around cars, etc.

Heather Sepelak, President of the Ravenna Memorial Day Assn. and member of many other organizations, has been cleaning and restoring Veteran's headstones at Maple Grove Cemetery as a volunteer. She came to ask permission to continue to clean and maintain the stones. She also spoke about restoring the chapel and bridge at the cemetery.

REGULAR BUSINESS

A motion by Hank Gibson, seconded by Vince to approve the minutes of the Regular Meeting of May 28, 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 June 14, 2024 in the amount of \$72,040.78 and other warrants in the amount of \$17,057.97 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 said he had received the 2023 annual Land Bank report. It is on file in the Fiscal Office if anyone wants to review it.

Hank asked about high grass on a couple of properties on Brady Lake Rd. Lori said she addresses those in her departmental report.

Jim gave an update on the storage building. After 3-1/2 months, the Building Department has finally given preliminary approval and, after some additional information is provided, will finalize the approval soon.

FISCAL OFFICER

Gail said she had received an update on the Forest Ridge TIF. Bob DeHoff says they have engaged a qualified professional to do the Economic Development Plan, and once it is completed, he would be working to secure an Engineer's Certification.

There is \$13,986.26 of NOPEC grant money that will expire in November if we do not use it. Jim said he has a list of work for Wesley Electric that would more than use that amount. Gail said there is more than \$50,000 available and Jim said he would get Wesley going.

Gail has a meeting later this week regarding setting up an additional checking account with Chase. The current account would be used strictly for payroll, the remainder would be used for the remainder of the transactions. This would save the township about \$900/year on fees.

RES #24-070 A motion by Jim DiPaola, seconded by Vince Coia to authorize setting up an additional checking account through Chase Bank to be used as the primary checking. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

Melissa has a bunch of records ready for shredding. They will be taken down to the County Recycling on Thursday morning to be shredded.

DEPARTMENTAL REPORTS

ROAD DEPARTMENT

Ray was present and reported the following:

Ray gave an update on the tires collected on Terrill St. Dawn at the recycling center has been in contact with Frank Hairston. She said they will provide another dumpster and will contact Ray when they are able to place the dumpster there.

The County Engineer has not yet provided a price for an inspector to watch over the work for the chip and seal project. The road crew continues to do repairs on the roads that will be chip and sealed.

The city has sent out a letter proposing to stop providing salt to the surrounding communities. They said the cost of maintaining their scales was an issue. The trustees said they are agreeable to the idea of helping defray the cost of their share of scale maintenance. Having the city continue to store and sell the salt is convenient and beneficial to the township.

Ray said he needs to purchase a new cement mixer. The old one has been here longer than he has and is worn out. Tucker Supply has one for \$695.00.

A motion by Vince Coia, seconded by Hank Gibson to authorize the purchase of a new cement mixer from Tucker Supply for the cost of \$695.00 to replace the old mixer. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

Ray asked if the trustees would commit to the send the new fulltime employee to class for getting his CDL. They asked for prices of the classes, Ray said they are between \$4,400 and \$7,100, depending on whether it is a class A or class B CDL. They said they are agreeable to paying for the tuition with an employee commitment to continue work for the township. This is similar to the agreement with fire department employees when the township pays for their classes. They would require a 1-year work commitment after successful passage of the class. They stated he would be eligible upon completion of his probationary period.

GRANDVIEW CEMETERY

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

The battery in the new generator was bad. Kozma is replacing it.

The new heater for the mausoleum has been delivered and Ray will work on getting it installed. Vince asked about the warranty, Ray said he thinks it is 2 years.

The new security fence around the generator is complete and looks good.

Jim asked Ray to clean around the flag pole in the City. It still has leaves and stuff from last winter.

ZONING DEPARTMENT

Lori Rotondo was present and reported the following:

Letters for the high grass violations and lien searches have been done for properties at 2890 Brady Lake Rd and 2884 Brady Lake R.

RES #24-071 A motion by Jim DiPaola, seconded by Vince Coia Declaring the vegetation (tall grass) located at 2890 Brady Lake Rd, 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. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

RES #24-072 A motion by Jim DiPaola, seconded by Hank Gibson Declaring the vegetation (tall grass) located at 2884 Brady Lake Rd, 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. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

Lori reviewed the permits and violations issued recently and gave updates on older ones. 3196 Overview Circle has submitted for a permit for rooftop solar panels.

The fence violation at 3158 Menough has now been remedied and Lori asked for a motion to dismiss the court case.

RES #24-073 A motion by Jim DiPaola, seconded by Vince Coia to dismiss the current court case for violation # 2023CV00955 at 3158 Menough Rd. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

The court fees have been paid for the case at 3744 Summit Rd and Lori needs a motion to dismiss the case.

RES #24-074 A motion by Vince Coia, seconded by Jim DiPaola to dismiss the current case for violation at 3744 Summit St. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

Bob Vair has submitted his resignation as a member of the Zoning Commission.

RES #24-075 A motion by Jim DiPaola, seconded by Vince Coia to accept the resignation of Bob Vair as a member of the Zoning Commission effective immediately. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

RES #24-076 A motion by Jim DiPaola, seconded by Vince Coia to appoint Diane Lee as a member of the Zoning Commission effective immediately. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

FIRE DEPARTMENT

Fire Chief Dave Moore was present and reported the following:

Dave presented a report on this year's lift support calls and it was discussed.

The press release for the levy cancellation will be placed on our web page, the Facebook page, and sent to the Portager and Record Courier.

The Fraternal Order of Eagles have donated money to the township fire department to use where it is needed most.

A motion by Vince Coia, seconded by Hank Gibson to accept the kind donation of \$2,000 from the Fraternal Order of Eagles #2164. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

The Moose Lodge has also sent a donation.

A motion by Hank Gibson, seconded by Vince Coia to accept the kind donation of \$3,078.94 from Moose Lodge #1234. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

RES #24-077 A motion by Hank Gibson, seconded by Jim DiPaola to approve the contract with Summa Paramedic Program. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

Dave requested approval for several different purchases.

A motion by Hank Gibson, seconded by Jim DiPaola to authorize the purchase of 4 sets of turnout gear from Fire Force at the cost of \$11,980; 2 thermal imaging cameras from MES at the cost of \$8,002; the purchase of 2 rescue struts from Atlantic at the cost of \$4,300; 30 firefighting gloves from First-In Last Out at the cost of \$4,093.50; and 30 firefighting hoods from Fire Force at the cost of \$1,498.00. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

Dave said he will be out of state from June 14, 2024 through June 21, 2024 and Capt. Sweitzer will be Acting Fire Chief while he is gone.

Dave requested an executive session to discuss a matter of employee compensation.

There will be an Active Threat Exercise at Kent State on July 9, 2024 and we were asked to provide a squad crew.

Dive training is tentatively scheduled at Freedom Farms on June 26, 2026 from 1:00 PM to 3:00 PM.

Dave requested approval for several training classes.

A motion by Hank Gibson, seconded by Vince Coia to approve sending Recruit Caden Kimberlin to EMT Schools at UH Parma for the cost of \$1,500.00; sending Lt. Frawley to the Tactical EMS Course with Tri-Med Tactical at OFC at the cost of \$1,200.00 and with \$150.00 lodging for this course at the Ohio Fire Academy. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

Dave will be setting up a joint water shuttle training with Kent and other automatic aid departments at Walmart for July/August.

Unit #2426 will be going to Sarchione Ford for its preventative maintenance.

Squad #2411 will be leaving at the end of August to get remounted. It will return in November. It will be the first squad out from now until the end of August.

Capt. Collins replaced the urinal valve in the men's restroom.

Jared from Wash This! will be here on June 14, 2024 to power wash the building.

NEW BUSINESS

TRUSTEES

None.

FISCAL OFFICER

RES #24-078 A motion by Vince Coia, seconded by Jim DiPaola to approve POs as listed:

Item	PO#	Amount	Vendor	Purpose	Fund
A	269-2024	\$1,000.00	Capital One	Supplies from Walmart	Fire
B	270-2024	\$12,000.00	Fire Force	4 sets of turnout gear	Fire
C	271-2024	\$8,100.00	MES	2 thermal imaging cameras	Fire
D	272-2024	\$4,400.00	Atlantic Emerg	Rescue struts	Fire
E	273-2024	\$1,500.00	Fire Force	Hoods	Fire
F	274-2024	\$4,100.00	First In-Last Out	Gloves	Fire
G	275-2024	\$1,500.00	UH EMS Institute	EMT School Caden Kimberlin	Fire
H	276-2024	\$15,000.00	Jordan Levi Wilson	Mowing	Grandview
I	277-2024	\$2,000.00	Fire Recovery	Crash billing fees	Fire
J	278-2024	\$2,000.00	H&W Door	Emerg. garage door repairs	General
K	279-2024	\$700.00	WL Tucker	Portable mixer	Road

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.

RES #24-079 A motion by Jim DiPaola, seconded by Vince Coia to authorize receipt of payments from Portage County by electronic fund transfer. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

A motion by Hank Gibson, seconded by Vince Coia to approve and accept May bank reconciliation and financial statements as presented by the Fiscal Officer. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

RES #24-080 A motion by Hank Gibson, seconded by Jim DiPaola to authorize transfer of \$20,000.00 from the General fund to the Grandview fund as stated in the 2024 budget. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

A motion by Jim DiPaola, seconded by Vince Coia to set the budget hearing for June 25, 2024 at 6:30 PM. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

Pursuant to R.C 121.22(g) Executive Session was requested for the purpose of discussing employee compensation.

A motion by Vince Coia, seconded by Jim DiPaola to suspend Regular session at 9:08 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 9:08 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 9:35 pm. No action was taken.

ADJOURNMENT

A motion by Hank Gibson, seconded by Vince Coia to adjourn the meeting at 9:35pm. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

ATTEST:

CHAIR

TRUSTEE

FISCAL OFFICER

TRUSTEE