

RAVENNA TOWNSHIP BOARD OF TRUSTEES
MINUTES OF REGULAR MEETING OF JULY 23, 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 July 23, 2024. Trustee Jim DiPaola called the meeting to order at 7:07 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 Debbie Buckeye.

AUDIENCE

Debbie Buckeye gave an update on her building. The purchase of the building has fallen through, so in response to that she has reached out to a contractor to demolish the building. The contractor has had a death in the family, so that is delayed a little bit. Lori mentioned to her that she will need a demolition permit, and Jim said the county will require her to get one too. Debbie said she has updated the township's attorney.

REGULAR BUSINESS

A motion by Hank Gibson, seconded by Vince Coia to approve the minutes of the Regular Meeting of July 9, 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 July 26, 2024 in the amount of \$50,527.44 and other warrants in the amount of \$19,883.95 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 Rep. Dave Joyce has responded to the letters the trustees have sent out looking for financial help for the residents of the Chinn Development. Rep. Joyce said they are still researching the situation. The residents are having another meeting on Thursday and Vince said he would probably be able to attend.

Hank asked about the water problem mentioned at the last meeting. Our employees were able to figure out where the water leak in the building was and the water filter system in the fire department kitchen has been replaced. Jim said he spoke to the Director of the City Water Dept. and they have agreed to reduce our August water bill. He has also been trying to reach out to the County for the sewer bill and has been going in circles with them.

Jim did hear that there is an additional \$500,000 grant for the Chinn Development and it will be going out to bid soon. He also heard from the Building Dept that we were given the green light for our storage building on July 5, 2024, but the architect failed to notify us. Jim will work with him and Chad to get everything ready for approval at the next meeting and to go out for bid.

FISCAL OFFICER

Gail has found several fireproof file cabinets that can be purchased to store our sensitive records using the ARPA money and requested the trustees pass a resolution for the purchase.

RES #24-095 A motion by Hank Gibson, seconded by Vince Coia to adopt the following Resolution:

WHEREAS, the Township has received a distribution of monies (the “ARPA Funds”) from the American Rescue Plan Act of 2021 (“ARPA” or the “Act”); and

WHEREAS, Congress passed the Act effective March 11, 2021; and

WHEREAS, Section 603 created the Coronavirus Local Fiscal Recovery Fund which, among other things, appropriated money to cities, nonentitlement units of local government, and counties to mitigate the fiscal effects stemming from the public health emergency with respect to the Coronavirus Disease (Covid-19); and

WHEREAS, Section 603(c) generally provides that:

(1) USE OF FUNDS. Subject to paragraph (2), and except as provided in paragraphs (3) and (4), a metropolitan city, nonentitlement unit of local government, or county shall only use the funds provided under a payment made under this section to cover costs incurred by the metropolitan city, nonentitlement unit of local government, or county, by December 31, 2024 -

(A) to respond to the public health emergency with respect to the Coronavirus Disease 2019 (COVID–19) or its negative economic impacts, including assistance to households, small businesses, and nonprofits, or aid to impacted industries such as tourism, travel, and hospitality;

(B) to respond to workers performing essential work during the COVID–19 public health emergency by providing premium pay to eligible workers of the metropolitan city, nonentitlement unit of local government, or county that are performing such essential work, or by providing grants to eligible employers that have eligible workers who perform essential work;

(C) for the provision of government services to the extent of the reduction in revenue of such metropolitan city, nonentitlement unit of local government, or county due to the COVID–19 public health emergency relative to revenues collected in the most recent full fiscal year of the metropolitan city, nonentitlement unit of local government, or county prior to the emergency; or

(D) to make necessary investments in water, sewer, or broadband infrastructure.

WHEREAS, Department of Treasury Final Rule, published on January 6, 2022, and effective April 1, 2022, provides in part that:

Treasury presumes that up to \$10 million in revenue has been lost due to the public health emergency and recipients are permitted to use that amount (not to exceed the award amount) to fund “government services.” [The “standard allowance”].

WHEREAS, the Rule further observes that:

The standard allowance provides an estimate of revenue loss that is based on an extensive analysis of average revenue loss across states and localities, and offers a simple, convenient way to determine revenue loss particularly for Coronavirus State and Local Fiscal Recovery Fund’s smallest recipients. This change is intended to

promote administrative efficiency and simply revenue loss calculation for smaller recipients.

WHEREAS, the Rule further clarifies that recipients can use:

SLFRF funds on government services up to the revenue loss amount, whether that be the standard allowance amount or the amount calculated using the [Final Rule four-step process]. Government services generally include any service traditionally provided by a government, unless treasury has stated otherwise.

WHEREAS, some common examples of “government services” expressly recognized by Treasury are as follows:

- **Road building and maintenance, and other infrastructure**
- **Health services**
- **General government administration, staff, and administrative facilities**
- **Environmental remediation**
- **Provision of police, fire, and other public safety services (including purchase of fire trucks and police vehicles)**
- **Maintenance or pay-go funded building infrastructure**
- **Modernization of cybersecurity, including hardware, software, and protection of critical infrastructure**

WHEREAS, “Government services is [deemed by Treasury] the most flexible eligible use category under the SLFRF program, and funds are subject to streamlined reporting and compliance requirements;” and

WHEREAS, funds utilized pursuant to the standard revenue loss allowance continue to have certain restrictions, including:

- **Deposit into pension funds**
- **Satisfaction of settlements or judgments**
- **Contributions to financial reserves or “rainy day” funds**

WHEREAS, the Board of Trustees has identified a project which, in the judgment of the Board, qualifies as a permitted use of the ARPA Funds, in direct support of governmental services, which consists of the following:

Fireproof cabinet storage (the “Project”).

NOW THEREFORE, it is hereby **RESOLVED** by the Board that:

1. The Township elected to use the standard allowance by way of Resolution 22-038, passed April 29, 2022 and its presumption of revenue loss due to the public health emergency and to use the amount authorized herein to fund government services.

2. The Project is hereby authorized and shall be paid for from the ARPA Funds in the amount of/an amount of \$13,000.00

3. The Project described herein serves the objectives of the Act by providing services traditionally provided by a government, namely:

- Police protection
- Fire and emergency medical services
- Road repair, maintenance and other transportation and safety services
- Public infrastructure support
- General government administration and administrative facilities
- Land use regulations and enforcement

- Parks and recreational facilities and programs
- Other

4. Accordingly, the Project is in the best interests of the Township and is deemed a priority for the community.

5. No obligations paid under the authority of this Resolution were incurred prior to March 3, 2021.

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

BE IT FURTHER RESOLVED: that it is hereby found and determined that all formal actions of this Township concerning and relating to the adoption of this Resolution were adopted in an open meeting of the Township Trustees, and that all deliberations of the Township Trustees and any of its committees that resulted in such formal action, were in a meeting open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

The TIF for the Forest Ridge Development is moving along. Mark, the attorney for the township is working on it and the Engineer Agreement should be ready for the next Trustees meeting.

There is a fraud education requirement by the State that all employees must satisfy by September. There is an eight-minute video that must be watched and certificates will be issued. Gail will have Melissa coordinate the collection of the certificates. We are required to collect certificates from all township employees

DEPARTMENTAL REPORTS

ROAD DEPARTMENT

Ray was present and reported the following:

The chip and seal construction is scheduled to begin Wednesday of this week, weather permitting. They should be finishing up Friday or Saturday. No Parking signs will be put up on the roads in Winding Creek and all the roads have been marked out.

The culvert replacement on Lois Rd in the Chinn Development has been done and the repairs to the roads there continue.

The road sweeper brushes were replaced, and Doug finished up the front end repairs to the 2020 F-550.

GRANDVIEW CEMETERY

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

Ray would like to have some concrete work done around the mausoleums. There is gravel around the exterior between the mausoleums and the sidewalks which makes using the mausoleum lift hazardous as the gravel shifts underneath it. Having concrete there will help with safety and also help shed the water away from the foundation of the mausoleums. He has obtained two estimates 1. Lay it Down Concrete has quoted \$9,250 for the work and 2. Mudd Brothers has estimated \$10,300.

A motion by Vince Coia, seconded by Jim DiPaola to authorize having Layin It Down Concrete do the concrete repair work around the mausoleums at the quoted price of \$9,250.00.

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

Ray asked for permission to apply for a 2024 cemetery grant to replace the old pews in the mausoleum. The pews aren't in good shape, they're heavy to move around when they need to open a spot. Ray would like to replace them with chairs. If approved, the chairs Ray has selected would cost about \$1,500. Gail suggested that they search for chairs that have arms to help the elderly get in and out of them.

A motion by Vince Coia, seconded by Hank Gibson to authorize Ray and Melissa to write for the 2024 cemetery grant for the purpose of replacing the existing pews with armed chairs. 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 and gave updates on older ones.

The BZA approved all 3 of the hearings held at the July 10, 2024 meeting.

The violation at 6878 Cleveland Road has cleaned everything up. Lori asked for a resolution to dismiss the court case.

RES #24-096 A motion by Jim DiPaola, seconded by Vince Coia to dismiss case 2024CV00500 / 6878 Cleveland Rd as the owner of the property has cleaned up the property. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

The people in the trailer at 4375 Wolforth have not had any luck in finding help on moving forward to get a house built. Their next hearing is scheduled for August 28, 2024 at 9:00 AM in courtroom 2.

RES #24-097 A motion by Jim DiPaola, seconded by Hank Gibson to deny granting an extension of time to allow the owners to live in a trailer while they try to build a home. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

The members of the Zoning Commission have asked the trustees for a motion to place a 1-year moratorium on recreational cannabis dispensaries while they work on rewriting the Zoning regulations. The trustees discussed it and Jim said he will talk with the commission at their next meeting. They weren't opposed to the dispensaries and felt that the subject would better be handled by making the dispensaries conditionally approved use through a variance request.

FIRE DEPARTMENT

Fire Chief Dave Moore was present and reported the following:

One of the part time firefighters has submitted their resignation.

A motion by Hank Gibson, seconded by Vince Coia to accept the resignation of Firefighter Martin Rehor effective immediately. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

Dave had a couple of part time applicants that he presented for hire.

RES #24-098 A motion by Hank Gibson, seconded by Vince Coia to hire Ethan Lowery and Nathan Fabinak pending background, physical and drug testing at rates designated per CBA effective ASAP. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

The Ravenna VFW plans to give the fire department a \$1,000 donation on Wednesday. Dave asked for a motion to accept.

A motion by Hank Gibson, seconded by Vince Coia to accept with gratitude the kind donation of \$1,000.00 from the Ravenna VFW to the Township Fire Department. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

A motion by Hank Gibson, seconded by Jim DiPaola to authorize opening an account with Hartville Hardware and authorizing the purchase of Milwaukee batteries for the fire department’s power tools at the cost of \$866.91. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

A motion by Hank Gibson, seconded by Jim DiPaola to authorize the purchase of uniform shirts and sweatshirts for stock from Village Embroidery at the cost of \$500.00. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

A motion by Hank Gibson, seconded by Vince Coia to authorize two members to attend extrication class by Crash Course Village at the cost of \$1,500.00 to be held in Marlboro. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

Unit #2414 has a pump leak and a couple of other issues needing fixed. Also, the vehicle exhaust system has not been turned off.

A motion by Hank Gibson, seconded by Vince Coia to authorize service work on unit #2414 by Sutphen and also service work by Hastings Air Energy Control on the station’s vehicle exhaust system. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

Dave extended a big thank you to Doug Dillon for repairing the air system used by the fire department vehicles.

Joe Marchese came out last Saturday to put new TIC truck chargers in the fire engines and in the Chief’s truck.

One of the Fire Dept’s computers is still down. Melissa has been working with CTMS to get that handled.

Happy Trails Farm is moving forward in obtaining inspections and burn permits.

NEW BUSINESS

TRUSTEES

The Octane Night car show will be extended further into the township this year.

RES #24-099 A motion by Jim DiPaola, seconded by Vince Coia to reappoint BZA Board Member Remy Arness to the BZA effective today for an additional 5-year term. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

FISCAL OFFICER

RES #24-100 A motion by Vince Coia, seconded by Jim DiPaola to approve POs as listed:

Item	PO#	Amount	Vendor	Purpose	Fund
A	298-2024	\$500.00	Denny Dillon	Topsoil	Grandview
B	299-2024	\$464.06	Linde Gas	Oxygen	EMS
C	300-2024	\$1,505.60	Jared Spencer	‘Wash This’ orig po wrong vendor name	General
D	301-2024	\$1,535.00	UH Parma Med	Tuition for Kimberlin, orig po in wrong vendor name	Fire
E	302-2024	\$2,000.00	Linde Gas	Oxygen	EMS

F	303-2024	\$13,000.00	Amazon Capital	Fireproof file cabinets	ARPA
G	304-2024	\$10,000.00	Layin it Down Concrete	Sidewalk area in the back of Mausoleum	Grandview2
H	305-2024	\$2,000.00	Bound Tree	Ems supplies	EMS
I	306-2024	\$500.00	Villager Business	Shirts for recruits & new FF	EMS
J	307-2024	\$2,000.00	Hastings	Repairs	Fire
K	308-2024	\$2,000.00	Sutphen	Repairs	Fire
L	309-2024	\$500.00	Marchese	Repairs	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.

ADJOURNMENT

A motion by Hank Gibson, seconded by Jim DiPaola to adjourn the meeting at 9:21 pm.
R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

ATTEST:

CHAIR

TRUSTEE

FISCAL OFFICER

TRUSTEE