

RAVENNA TOWNSHIP BOARD OF TRUSTEES
MINUTES OF REGULAR MEETING OF SEPTEMBER 17, 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 September 17, 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, Administrative Assistant Melissa Murphy, and Assistant Fiscal Officer Jon Summers.

REGULAR BUSINESS

The approval of the minutes of the Regular Meeting of September 3, 2024 and the Special Meeting of September 11, 2024 were both tabled.

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 September 20, 2024, in the amount of \$53,872.18 and other warrants in the amount of \$27,817.70 with warrants over \$1,000.00 being read aloud for approval. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

AUDIENCE

OLD BUSINESS
TRUSTEES

Melissa updated the Trustees on the Trunk or Treat plans for October 30, 2024.

A motion by Vince Coia, seconded by Jim DiPaola to authorize Melissa Murphy to purchase the items as listed in her Trunk or Treat plans using the money from the NOPEC grant and the Opioid funds. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

Vince said he went to the Health Department to discuss the feral cat situation. The Health Department has nothing on their books regarding feral cats creating a nuisance and could not help.

Vince has emailed everyone on a complaint he had received from a resident regarding local flooding by Hayes and New Milford Rd.

Jim will be meeting with Dennis West next Thursday and will request him come to our meeting to give updates.

FISCAL OFFICER

Gail reviewed an indigent burial application we have received from Bissler's for Gregory Price.

RES #24-127 A motion by Hank Gibson, seconded by Vince Coia to approve the indigent burial application for Gregory Allen Price submitted by Bissler Funeral Home. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

Gail asked the Trustees to rescind RES #24-126 made at the previous meeting. It was inaccurate.

A motion by Vince Coia, seconded by Jim DiPaola to rescind Resolution #24-126 due to inaccuracies. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

The grant application for the .gov migration has been submitted. The grant maximum is \$9,500. CTMS says their labor will be about \$7,000 of the cost.

Melissa has created a spreadsheet on rates being charged by surrounding entities for zoning and cemetery charges. It looks like we are low on the zoning charges and about right on the cemetery charges.

Gail requested to purchase a scanner for Melissa to use at her desk for scanning records for record retention.

A motion by Vince Coia, seconded by Jim DiPaola to authorize the purchase of Fujitsu Scan Snap scanner from Amazon at the cost of \$400.00. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

Gail said the King Kennedy bathroom project people are looking for the distribution of the money that has previously been approved. She is currently reviewing their submitted documents.

There is no update on the TIF.

DEPARTMENTAL REPORTS

ROAD DEPARTMENT

Ray was present and reported the following:

Ray stated he is still waiting on the final number for chip and seal. The company was finishing up today on cleaning the curbs and had an issue where they ran out of water and hooked onto one of the resident's water supply without permission. Ray made some calls and got it straightened out.

The new part time worker, Larry Gill, started yesterday. He is doing well.

The road crew has begun crack sealing on the roads. They are concentrating on Dawley, Hommon, Hidden Brook, Marian, Susan, Longfield, Hodgson, and Fairhill Rds. If there is any remaining supply, he will try to do Westwood also.

GRANDVIEW CEMETERY

There was one burial and one lot sale in the past two weeks.

The furnace room added on to the mausoleum is completed. The furnace needs converted to propane, but the company we purchased it from failed to include the kit to change the orifices. Ray said they're sending the kit.

We need to have a couple of the radios looked at and repaired. Ray requested a PO from Mitchell Communications to handle that.

ZONING DEPARTMENT

Lori Rotondo was present and reported the following:

Lori went over a list of violations that she was preparing resolutions for to be addressed at the next trustee meeting to figure out which ones will be going to which attorney.

The BZA hearings on September 11, 2024 were both approved by the board.

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:

The Balloon A-Fair is this weekend. Dave reviewed all the staffing plans for the event.

Firefighter Nate Barnhart has submitted his resignation. Jon asked who the new treasurer for the part time union would be so he could make sure the monthly union dues go to the correct person. Dave said that is not worked out yet, but will get that info ASAP. Gail asked Jon to change the vendor for that withholding to just be to the union treasurer.

RES 24-128 Motion by Hank T. Gibson, seconded by Vince Coia to accept the resignation of Nathaniel Barnhart effective immediately. R/C: Mr. Coia, yes; Mr. DiPaola, yes; and Mr. Gibson, yes. Motion Carried

The training fire at Happy Trails Farm went well. Rootstown wasn't able to have personnel attend, but they donated the supply of water used each day.

Firefighter Dix attended the extrication course. He said it was a very good class.

Dave asked to send Josh Strunk to medic school at UH and said this one probably wouldn't be able to go through the reimbursable grant.

A motion by Jim DiPaola, seconded by Hank Gibson to approve sending Firefighter Josh Strunk to UH Portage for medic class at the cost of \$5,500.00. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

We have been invited to attend an active shooter training at Field schools. Dave will be sending a squad with 2 persons.

Dave asked for approval to participate and write for a couple of grants for the MARCS radios.

A motion by Hank Gibson, seconded by Vince Coia to approve the participation in the State EMA grant with Portage County EMA for MARCS radios (there will be no match, just a yearly user fee for each radio). 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 writing for the State of Ohio MARCS grant of up to \$50,0000 (with no match, just annual user fees for each radio). R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

There has been no update yet on the squad that has been sent out for a remount. No loaner squad has come to us yet either.

Dave said he will be out of town from October 4, 2024 through the 13th.

NEW BUSINESS
TRUSTEES

Vince said the Chinn Development group will be meeting again on October 3, 2024 at the church on Brady Lake Rd.

FISCAL OFFICER

RES #24-130 A motion by Vince Coia, seconded by Hank Gibson to approve POs as listed:

Item	PO#	Amount	Vendor	Purpose	Fund
A	351-2024	\$198.50	Chase card	Uniform Spraggins	Fire
B	352-2024	\$25,000.00	Ohio Insurance Sv	Health ins	Road
C	353-2024	\$1,000.00	Kimball Midwest	Supplies	Road
D	354-2024	\$1,000.00	Chase card	Promo Don't do drugs giveaway	Opioid Settle
E	355-2024	\$1,500.00	Chase card	Trick or treat w.nopec	General
F	356-2024	\$5,500.00	UH EMS Ins	Paramedic school-Josh	Fire

				Strunk	
G	357-2024	\$1,000.00	Summit Cremation	Indigent burial	General
H	358-2024	\$500.00	Mitchell Comm.	Radio repairs	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.

We've received the new checks, etc. for the new bank account and will probably start using them about the 1st of November. We need to use up the stock of checks from the old account first. There isn't that many left, only about a months worth.

Pursuant to R.C 121.22(g) Executive Session was requested for the purpose of discussing matters required to be kept confidential by Federal Law (HIPAA).

A motion by Vince Coia, seconded by Hank Gibson to suspend Regular session at 8:40 pm.
R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

A motion by Vince Coia, seconded by Hank Gibson to enter Executive session at 8:40 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 8:54 pm.

RES #24-129 A motion by Vince Coia, seconded by Jim DiPaola to authorize disposition of all accounts as indicated on the supplemental report from LifeForce. 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 8:56 pm.
R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

ATTEST:

CHAIR

TRUSTEE

FISCAL OFFICER

TRUSTEE