

**RAVENNA TOWNSHIP BOARD OF TRUSTEES**  
**MINUTES OF REGULAR MEETING OF NOVEMBER 12, 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 November 12, 2024. Trustee Jim DiPaola called the meeting to order at 7:02 P.M.

Roll call showed the following present: Trustees Vince Coia, Jim DiPaola, and Hank T. Gibson, Fiscal Officer Gail Pittman, Fire Dept. Liaison Mark Kozak, Zoning Inspector Lori Rotondo, Road Superintendent Ray Taylor, and Administrative Assistant Melissa Murphy. Fire Chief David Moore was absent. No audience members were present.

**AUDIENCE**

None

**REGULAR BUSINESS**

Approval of the minutes of the Regular Meeting of October 29, 2024, were 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 Hank Gibson to approve payroll warrants for November 29, 2024, in the amount of \$49,544.74 and other warrants in the amount of \$32,272.16 with warrants over \$1,000.00 being read aloud for approval. R/C: Mr. Coia, yes; Mr. Gibson, yes; Mr. DiPaola, yes. Motion Passed.

**OLD BUSINESS**

**TRUSTEES**

None

**FISCAL OFFICER**

Gail advised the Board that she sat for a deposition for the on-going case regarding the Union Cemetery on Friday, November 8, 2024.

The construction contract for the new storage building with Hummel Construction has not yet been received from Frank Pavliga. Jim stated that he spoke with Marty at Hummel Construction, he too has not received contract, however he did advise his financial team that it will be coming. They will not move forward with construction until the contract is in place.

Gail had a discussion with Attorney Mark Guidetti and he will be at our next trustee meeting to give an update on the TIF.

In order to pay for the ambulance and certain expenditures at the beginning of December she will have to pull money back from Star Ohio.

**DEPARTMENTAL REPORTS**

**ROAD DEPARTMENT**

*Ray was present and reported the following:*

All road repairs have been completed. The road crew will continue to pick up leaf bags, continuing to get trucks ready for winter and will be doing some sign maintenance as well.

A motion by Vince Coia, seconded by Hank Gibson to authorize the purchase of 2-augers and 2-spinner motors on salt spreaders with a total amount of \$1,169.62. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

**GRANDVIEW CEMETERY**

In the last two weeks, there was one pet burial and one niche sale. Leaves are still being picked up as well.

**RES #24-149** A motion by Vince Coia, seconded by Hank Gibson to adopt the following resolution:

**WHEREAS**, an interment error was made during the burial of Ella Sanders that took place on February 18, 2023 at the Grandview Memorial Cemetery, under the care and control of the Ravenna Township Board of Trustees.

**WHEREAS**, such interment error has created a burial in an incorrect location of Ella Sanders.

**RESOLVED**, the Board grants permission under R.C. 517.23(D), to disinter the remains of the affected individual, and correct the error made in interment and reinter the remains, without court order or application.

**RESOLVED**, that pursuant to R.C. 517.23(D) the Board will cause notice to be immediately sent to any declared person or persons with the rights of disposition to the deceased person, or if no declaration was made pursuant to R.C. 2108.70 to 2108.73, then notice shall be sent to the highest priority individual available pursuant to R.C. 2108.81.

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 current court cases and recently issued permits and violations. She had one violation case that needed a motion.

**RES 24-150** A motion by Jim DiPaola, seconded by Vince Coia to dismiss case #2024CV00829 for 6375 Hill Street, Ravenna, Ohio 44266, as property violations have been resolved. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

**FIRE DEPARTMENT**

*Fire Liaison Mark Kozak was present and reported the following:*

Engine 2413 has been returned from Fyda and the brakes were replaced. Med Unit 2412 needs preventative maintenance at Sarchione and the department will run the loaner ambulance. The Chief's truck, 2400, also needs preventative maintenance. The heart monitors have both been recalled for BP/Pulse Ox issues. The department is now taking all vitals manually.

A request for two purchase orders was made, one for Graphic Expressions for Township stickers on new ambulance, one for new tire for the UTV. The amount for Graphic Expressions is unknown and so is the vendor and amount for the tire for the UTV. Purchase orders will be placed on the books when that information is received

**NEW BUSINESS**  
**TRUSTEES**

None

**FISCAL OFFICER**

**RES #24-151** A motion by Vince Coia, seconded by Jim DiPaola to approve POs as listed:

Item	PO#	Amount	Vendor	Purpose	Fund
A	385-2024	\$350.00	Brandon Heating	SVC agreement	General
B	386-2024	\$2,227.34	Ullman Oil	Fuel	Fire & Road
C	387-2024	\$442.50	D&T PM	Pump testing fire engine	Fire
D	388-2024	\$2,100.00	Jordan Levi Wilson	Mowing at Grandview	Grandview
E	389-2024	\$12,000.00	Ullman Oil	Fuel	Fire & Road
F	390-2024	\$500.00	Staples	Supplies	Fire
G	391-2024	\$1,500.00	Robeck Fluid	Auger pumps for trucks	Road

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

Financial reports will be distributed in excel format to the Trustees and department heads upon Jon’s return.

**RES-#24-152** A motion by Hank Gibson, seconded by Vince Coa to approve

Revenue Budget Changes				
Fund #	Fund Name	From	To	Increase (Decrease)
1000	General	\$778,000.00	\$815,000.00	\$37,000.00
2021	Gasoline Tax	\$137,000.00	\$147,000.00	\$10,000.00
2031	Road and Bridge	\$356,214.00	\$363,000.0	\$6,786.00
2041	Grandview	\$60,700.00	\$69,000.00	\$8,300.00
2111	Fire	\$733,000.00	\$743,000.00	\$10,000.00
2281	Ambulance & EMS	\$257,000.00	\$336,000.00	\$79,000.00
2282	EMS Levy	\$290,762.00	\$292,700.00	\$1,938.00
2401	Special Assessment PMHA	\$300.00	\$476.00	\$176.00
2402	Special Assessment Pine Ridge	\$500.00	\$720.00	\$220.00
2403	Special Assessment FR 1&2	\$1,200.00	\$1,972.00	\$772.00
2404	Special Assessment FR3&4	\$750.00	\$1,239.00	\$489.00
2405	Special Assessment Breakneck	\$700.00	\$1,128.00	\$428.00
2406	Special Assessment FR5&6	\$350.00	\$667.00	\$317.00
4951	Flagpole Bequest	\$125.00	\$617.00	\$492.00

R/C: Vince Coia, yes; Jim DiPaola, yes; Hank T. Gibson, yes. Motion Passed.

A motion by Hank Gibson, seconded by Vince Coia to approve and accept September financial reports as presented. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

A motion by Hank Gibson, seconded by Vince Coia to approve October bank reconciliation as presented. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

Gail requested executive session for the purpose of discussing matters required to be kept confidential under HIPPA-specifically EMS billing.

Pursuant to R.C 121.22(g) Executive Session was requested for the purpose of discussing collective bargaining agreement negotiations, employment compensation and matter required to be kept confidential by Federal HIPAA.

A motion by Hank Gibson, seconded by Vince Coia to suspend the Regular session at 8:51 pm. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

A motion by Vince Coia, seconded by Jim DiPaola to enter Executive session at 8:53 pm. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

Attendance: Vince Coia, Hank Gibson, Gail Pittman, Jim DiPaola and Mark Kozak.  
Returned to open session at 9:50 pm.

**RES #24-153** A motion by Hank Gibson, seconded by Vince Coia to send Life Force accounts to Attorney General for collections. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

The trustees set a special meeting scheduled for Friday, November 15, 2024, at 4:30 PM to discuss the Fire Department.

**ADJOURNMENT**

A motion by Jim DiPaola, seconded by Vince Coia to adjourn the meeting at 9:52 pm. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

ATTEST:

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CHAIR

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TRUSTEE

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FISCAL OFFICER

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