

RAVENNA TOWNSHIP BOARD OF TRUSTEES
MINUTES OF REGULAR MEETING OF FEBRUARY 18, 2025

The Ravenna Township Board of Trustees met in Regular Session at the Ravenna Township Trustee's Meeting Room, 6145 Spring Street, Ravenna, Ohio, on February 18, 2025. Trustee Vince Coia called the meeting to order at 7:10 P.M.

Roll call showed the following present: Trustees Vince Coia, Jim DiPaola and Hank Gibson, Fiscal Officer Gail Pittman, Acting Fire Chief Heather Sweitzer, Zoning Inspector Lori Rotondo, Assistant Fiscal Officer Jon Summers, and Fire Dept. Liaison Mark Kozak. Road Superintendent Ray Taylor was absent. In the audience was Kimberly Madison.

AUDIENCE

REGULAR BUSINESS

A motion by Hank Gibson, seconded by Jim DiPaola to approve the minutes of the Regular Meeting of February 4, 2025. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

Vince announced the correspondence book was available in the Fiscal Office for public viewing during normal business hours.

A motion by Hank Gibson, seconded by Vince Coia to approve payroll warrants for February 21, 2025, in the amount of \$54,842.88 and other warrants in the amount of \$11,706.52 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

The trustees reviewed the NOPEC Community Sponsorship Award for 2025 in the amount of \$1,500.00. They decided to use the funds for the 2025 Halloween Trunk or Treat to be held on Wednesday, October 29, 2025, same hours as last year.

RES #25-029 A motion by Vince Coia, seconded by Hank Gibson to proceed with the process of naming a portion of Richardson St. from Garfield to Terrill St. to Beatrice Mitchell Blvd as proposed by Frank Hairston and the community at the last meeting held on February 4, 2025. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

Vince and Ray attended the Chinn Development sewer meeting held on February 6, 2025. There was a question and answer session, the residents wanting to know who would be getting grinder pumps, where the sump locations are going to be; will the Red Brush station have a generator, etc.

FISCAL OFFICER

CTMS has estimated the cost of DUO for multi-factor authentication township wide will be \$825.00 for labor with a recurring monthly fee of \$66.

A motion by Hank Gibson, seconded by Vince Coia to approve having CTMS set up the DUO multi-factor authentication for the township at the cost of \$825 for labor and \$66/month recurring fee. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

CTMS has estimated the costs of upgrading and replacing several other items.

A motion by Vince Coia, seconded by Jim DiPaola to approve the replacement of Jon's PC by CTMS at the cost of \$1558.99 for labor and equipment. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

A motion by Vince Coia, seconded by Hank Gibson to approve the upgrading of 7 laptops and computers by CTMS at the estimated cost of \$130.00/ea. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

A motion by Hank Gibson, seconded by Jim DiPaola to declare Jon's old printer as obsolete and available for Jon to purchase at the cost of \$20.00. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

We have received free Amazon Business Prime through the Ohio Township Assn. and will be receiving a \$107 refund from our last payment to Amazon.

The US Census has sent out a Boundary and Annexation Survey. Jim said he would respond to it on behalf of the township.

DEPARTMENTAL REPORTS

ROAD DEPARTMENT

Ray was absent and Vince reported the following:

The Road Crew were out quite a bit over the weekend with the bad weather and put a lot of salt down.

The replacement screen for the truck backup camera has come in and will be replaced soon.

Ray has asked the County Engineer for a price for the current year chip and seal projects.

Only one person has sent a quote in for dumpsters for the spring clean-up. Ray would like to schedule the cleanup for April 26, 2025.

GRANDVIEW CEMETERY

There were two burials in the past two weeks.

Another issue with double selling of mausoleum spots by the previous owners has come up. The people have been offered replacement plots elsewhere in the cemetery.

Ray has put vents in the small addition that houses the new mausoleum heater and the heater is functioning well.

ZONING DEPARTMENT

Lori Rotondo was present and reported the following:

The lots on Lakewood that have old structures needing tore down have been sold at a Sheriff's Sale. Lori has sent a letter to the new owner alerting him to the current violation on the property along with regulations for that district.

Lori reviewed the open court cases and the permits and violations issued recently.

The next BZA hearing is set for March 12, 2025.

The Zoning Commission met February 5, 2025 and worked on language for Chapter 7 – PUD section. Their next meeting will be held on April 2, 2025.

Linda Faltisco has said she would like to continue serving on the Commission board. Her term expires on March 3, 2025.

RES #25-030 A motion by Jim DiPaola, seconded by Hank Gibson to reappoint Linda Faltisco to the Zoning Commission Board for the period of February 18, 2025 to February 18, 2029. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

Kathy Frank has expressed interest in becoming an alternate on the Zoning Commission Board.

RES #25-031 A motion by Jim DiPaola, seconded by Hank Gibson to appoint Kathy Frank as an alternate on the Zoning Commission Board for the period of February 18, 2025 to February 18, 2029. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

One of the violations that was approved to be sent to the prosecutor at the last meeting has remediated their issue. Lori asked that the resolution be rescinded.

A motion by Vince Coia, seconded by Jim DiPaola to rescind **RES #25-016**. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

FIRE DEPARTMENT

Acting Fire Chief Heather Sweitzer was present and reported the following:

One of the fire hose nozzles need replaced. The Fire Store has them for \$325.00

A motion by Hank Gibson, seconded by Vince Coia to authorize the purchase of a fire hose nozzle from Witmer (Fire Store) at the cost of \$325. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

Several issues have come up on the remount of the squad we received back a short time ago. Heather is working with Life Line to resolve the problems. The main manufacturing is in Iowa, the dealer is in Pennsylvania.

Captain Collins has an applicant he recommends hiring as a Part time Firefighter II Basic.

RES #25-032 A motion by Hank Gibson, seconded by Jim DiPaola to authorize hiring John Stanley as part time Firefighter II/Basic pending successful passage of drug/physical/background checks at a rate consistent with CBA. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

NEW BUSINESS

TRUSTEES

RES #25-033 A motion by Vince Coia, seconded by Jim DiPaola to approve continuing use of LPL Financial to service the township's Security Benefit 457 Plan. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

The Health Department will be holding their next meeting at the Health Department this year. It will be on Wednesday, March 19, 2025, dinner at 6:00 PM, meeting at 6:30 PM.

FISCAL OFFICER

RES #25-034 A motion by Vince Coia, seconded by Jim DiPaola to approve POs as listed:

Item	PO#	Amount	Vendor	Purpose	Fund
A	110-2025	\$500.00	Chase Card	Supplies	Grandview
B	111-2025	\$1,500.00	Buckeye Power Sls	Generator maint	Fire
C	112-2025	\$1,551.75	GBC Design	Engineering TIF	General
D	113-2025	\$500.00	Carter Lumber	Supplies	Grandview
E	114-2025	\$500.00	Sherwin Williams	Supplies	General

F	115-2025	\$1,500.00	Geauga Highway	Cold patch	Road
G	116-2025	\$1,600.00	CTMS	Desktop pc Jon	General
H	117-2025	\$3,500.00	CTMS	Upgrades, MFA, 365	General
I	118-2025	\$350.00	Witmer (FireStore)	Nozzle	Fire

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.

Gail said she has received the tax exemption for the meeting room building, but it is effective starting January 1, 2024 instead of going back into 2023.

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

A motion by Jim DiPaola, seconded by Hank Gibson to suspend the Regular session at 8:00 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 8:01 pm. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

Attendance: Vince Coia, Jim DiPaola, Hank Gibson, Gail Pittman, Mark Kozak.

Returned to open session at 8:54 pm.

RES #25-035 A motion by Vince Coia, seconded by Jim DiPaola to authorize sending all accounts on the supplemental report to the Attorney General as recommended by LifeForce. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

A motion by Hank Gibson, seconded by Vince Coia to declare Marks old laptop obsolete and available to be sold for \$20.00. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

RES #25-036 A motion by Hank Gibson, seconded by Vince Coia to approve the Drug & Alcohol Policy effective immediately. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

A motion by Hank Gibson, seconded by Vince Coia to declare the old Chromebooks obsolete and be disposed of. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

ADJOURNMENT

A motion by Vince Coia, seconded by Jim DiPaola to adjourn the meeting at 8:58 pm. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

ATTEST:

CHAIR

TRUSTEE

FISCAL OFFICER

TRUSTEE