

RAVENNA TOWNSHIP BOARD OF TRUSTEES
MINUTES OF REGULAR MEETING OF MARCH 4, 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 March 4, 2025. Trustee Vince Coia called the meeting to order at 7:09 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, Road Superintendent Ray Taylor, Assistant Fiscal Officer Jon Summers, and Fire Dept. Liaison Mark Kozak. In the audience was resident Ed Tucholaki, Economic Development Director Dennis West and Lt. Matt Frawley.

AUDIENCE

Ed Tucholski lives on Hidden Brook and asked whether anything may be done for the people coming from Summit Rd trying to find a short cut on Westwood over to Lakewood. His road is a dead end, and they speed down, turn around and speed back up. There are a lot of kids in the neighborhood, and it is very unsafe. Hank also lives in that neighborhood and agreed with Ed. Ray suggested that more "caution kids playing" signage be put up. Ed asked about putting up one of the flashing speed signs. The trustees said they will put up the signs and will see what kind of other signs can be purchased using the available signage grant.

Dennis West, the Economic Development Director, gave an update of his ongoing work and what has been happening both locally and nationally. He said Gov. DeWine has made a statement that Northeast Ohio needs to step up their game on development. Dennis said our area is shifting from a manufacturing area to more of a research and development area focused on polymers and chemicals. Dennis and Jim have been meeting with local property owners trying to identify properties available for development and also trying to encourage them to join a JEDD.

REGULAR BUSINESS

A motion by Jim DiPaola, seconded by Vince Coia to approve the minutes of the Regular Meeting of February 18, 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 March 7, 2025, in the amount of \$83,415.15 and other warrants in the amount of \$56,400.44 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 met with the Chinn neighborhood again last Saturday. It looks like the sewer project should break ground somewhere in May or June.

The Blood Drive held their first donation drive last Thursday. They had 15 donors.

Hank gave a review of the Maple Grove Union Cemetery board meeting held last Friday. ABC Landscaping came and spoke about subcontracting. They estimate that it would save the cemetery \$100,000 to outsource the mowing, weed trimming, plowing, and tree trimming. Hank is

waiting for the written proposal and the minutes and recordings of the meeting to review and raise the issue again with the Cemetery Board. This is a considerable savings and strong consideration should be given to outsourcing this work especially as the Ravenna Township and City of Ravenna budgets are tight and we are the jurisdictions that fund the Maple Grove Union Cemetery.

FISCAL OFFICER

Gail said the TIF paperwork is complete and looks good. The attorney said that notifications need to be made to the Ravenna School District and Maplewood Career Center. Should there be no objections by any parties, the trustees could approve the agreement at the next open meeting on March 18, 2025.

A motion by Vince Coia, seconded by Jim DiPaola to authorize Mark Guidetti to send notifications to the Ravenna School District and Maplewood Schools of intent to authorize a TIF for the Forest Ridge Development. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

The new UAN computer has been installed. The old UAN computer will be replacing the old computer used for Grandview Cemetery in Ray's office.

RES #25-037 A motion by Vince Coia, seconded by Hank Gibson to accept the donation of the old Dell PC and printer from the Auditor of State UAN. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

RES #25-038 A motion by Vince Coia, seconded by Hank Gibson to approve the permanent appropriations for 2025 as listed. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

Fund Number	Fund Name	Amount
1000	General Fund	\$ 1,500,000.00
2011	Motor Vehicle License Tax	125,000.00
2021	Gasoline Tax	190,000.00
2031	Road and Bridge	1,100,000.00
2041	Cemetery-Grandview	200,000.00
2111	Fire Department	1,500,000.00
2273	ARPA	-
2281	Ambulance and Emergency	500,000.00
2282	EMS Levy	430,000.00
2401	Special Assessment PMHA	1,700.00
2402	Special Assessment Pine	2,700.00
2403	Special Assessment Forest	7,500.00
2404	Special Assessment Forest 3 & 4	4,700.00
2405	Special Assessment Breakneck Creek	4,200.00
2406	Special Assessment Forest 5 & 6	2,478.00
2901	Misc. Special Revenue FEMA	13,627.15
2902	Misc. Special Revenue Flagpole Maint.	37,000.00
2905	OneOhio Opioid Settlement	2,307.56
4401	Public Works	-
4901	Misc. Capital Projects	400,000.00
4951	Flagpole Bequest Fund	1,700.00
9002	Fire Loss Fund - Agency	-
	Total	\$ 6,022,912.71

We received the \$1,500 grant funding money from the NOPEC Community Sponsorship Award.

For the NOPEC Energized Community Grant, we are paying Wesley Electric for their work done in the amount of \$4,126.40 which leaves \$9,530.86 left to be used by November 30, 2025. The total remaining on that grant is \$43,800.86.

DEPARTMENTAL REPORTS

ROAD DEPARTMENT

Ray was present and reported the following:

The replacement screen for the truck backup camera has been replaced and is working again.

Ray has asked the County Engineer for a price for the current year chip and seal project in the McElrath Development.

The Sign Grant program is open again. Ray asked for permission to apply for it.

A motion by Vince Coia, seconded by Hank Gibson to authorize the Road Superintendent to apply for the 2025 Sign Grant funds. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

Ray has received two more quotes for the spring cleanup. H&H Dumpster quoted the exact same amount as Bud's Dumpster has already submitted. The other quote was higher. The trustees said the Ray could pick between H&H and Buds. Ray said he was quite happy with how Bud's

worked out last year and would recommend using them again. The trustees asked Ray to get in touch with County Recycling to see about doing the tire drop off at the same time.

RES #25-039 A motion by Vince Coia, seconded by Hank Gibson to set the spring cleanup date on April 26, 2025 and authorize Bud's Dumpsters to place 7 boxes both here at the township building (5 boxes) and one box each at McElrath and at Skeels developments for the quoted price of \$3,805.00. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

Ray discussed the quote for the new plow truck. Sarchione is only offering \$27,500 for the trade in on the 2012 truck. It was decided to put the old truck up for auction on GovDeals.com once the plowing season is over rather than trading it in.

RES #25-040 A motion by Vince Coia, seconded by Hank Gibson to approve and authorize Ray to purchase a new 2024 Ford F-550 truck from Sarchione Ford at the cost of \$69,800 (state pricing). R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

RES #25-041 A motion by Vince Coia, seconded by Hank Gibson to authorize Quality Truck Body and Equipment to build out the new truck with bed, plow and salt spreader at the quoted price of \$54,187. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

GRANDVIEW CEMETERY

There were three burials and one lot sale in the past two weeks.

Jordan Levi Wilson dba Yardworks has sent their contract for the 2025 mowing season. They are charging \$775/mow this year, a \$75/mow increase.

RES #25-042 A motion by Vince Coia, seconded by Hank Gibson to approve and accept the contract with Jordan Levi Wilson dba Yardworks to mow Grandview cemetery this year at the cost of \$775/mow. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

Vince asked Ray when he will be starting the chipping for the year. Ray said it will be beginning the first week of May.

ZONING DEPARTMENT

Lori Rotondo was present and reported the following:

Lori asked for a resolution to send one of her cases to the County Prosecutor.

RES #25-043 A motion by Jim DiPaola, seconded by Vince Coia to adopt the following:
WHEREAS, the Township Zoning Inspector has notified the Landowners of 6658 Henderson, Parcels: 29-312-11-00-081-000, 29-312-11-00-080-000, 29-312-11-00-079-000, 29-312-11-00-078-000, 29-312-11-00-077-000 located in Ravenna Township, Portage County, Ohio that they are in violation of scrap material and junk vehicles on the premises pursuant to the Township Zoning Resolution 605.00 (A, D2,4) and rubbish and sanitation pursuant to the Exterior Property Maintenance Codes 302.1, 307.1 and 307.2.

WHEREAS, as of the date of this resolution, the responsible parties have not complied with previous notices and continue to violate the Township Zoning Resolution:

NOW THEREFORE, be it Resolved by the Board of Trustees of Ravenna Township, Portage County, Ohio that:

1. The Board hereby directs the Portage County Prosecutor to take whatever legal action he deems necessary against the above responsible parties to cause compliance with the Township zoning code, including, but not limited to the filing of a civil complaint and the settlement of such cause.

2. The Board hereby directs the Township Zoning Inspector to assist in such efforts as required by the Portage County Prosecutor.

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

Lori reviewed the permits and violations issued recently.
The next BZA hearing is set for March 12, 2025.

FIRE DEPARTMENT

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

The dishwasher in the Fire Dept kitchen needs replaced.

A motion by Hank Gibson, seconded by Jim DiPaola to authorize the purchase of a new dishwasher from Home Depot at the cost of \$577.00. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

Timothy Higgenbotham sent a resignation letter, effective February 21, 2025.

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

Alex Wilson has also submitted his resignation. His last day will be March 13, 2025.

A motion by Hank Gibson, seconded by Vince Coia to accept the resignation of Alex Wilson effective March 13, 2025. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

Heather discussed solar farms. There is no good training out there on putting the fires out. It has the same problems as putting out the batteries on electric vehicles fires where they cannot put out the fire, they just have to let it burn out. She recently learned at a Fire Chief meeting that many communities are banning solar farms because of the hazards of disposal of the panels after they are no longer usable, the toxins disbursed when on fire and the inability to put fires out.

A motion by Vince Coia, seconded by Hank Gibson to accept the generous donation of \$3,498.56 from the Moose Lodge #1234. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

The Ohio Fire Marshall is awarding the township a Training grant in the amount of \$2,325.60.

A motion by Vince Coia, seconded by Jim DiPaola to accept the Training Grant Award in the amount of \$2,325.00 from the Ohio Fire Marshall (not yet received). R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

NEW BUSINESS **TRUSTEES**

Vince spoke with Chris Meduri last week and let him know how disappointed the township was with their office with regards to the levy being reduced. Chris said he is looking into any legal options the township may have.

Vince said Ray and the Road Crew have been working on the bed in the front part of the Grandview cemetery and it is looking very nice.

There is another fundraiser scheduled for cemetery markers for veterans at the Ravenna Elks on May 3, 2025.

FISCAL OFFICER

RES #25-044 A motion by Vince Coia, seconded by Jim DiPaola to approve POs as listed:

Item	PO#	Amount	Vendor	Purpose	Fund
A	119-2025	\$4,126.40	Wesley Electric	Equip approved 7.2024	General
B	120-2025	\$82.50	PC Clerk Courts	Court costs 2021CV00325	General
C	121-2025	\$69,800.00	Sarchione Ford	Ford F550SD Cab/Chassis	Road
D	122-2025	\$55,000.00	Quality Truck	Ford F550SD Build out	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.

A motion by Hank Gibson, seconded by Vince Coia to approve and accept the January 2025 bank reconciliation and financial reports as presented by the Fiscal Officer. 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 the following: collective bargaining agreement negotiations, employee discipline, employee compensation, and security arrangements and emergency response protocol.

A motion by Vince Coia, seconded by Jim DiPaola to suspend the Regular session at 9:23 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 9:23 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, Heather Sweitzer, and Matt Frawley.

Returned to open session at 10:18 pm.

RES #25-045 A motion by Jim DiPaola, seconded by Hank Gibson to suspend Firefighter James Crevar for 3 shifts unpaid on March 11, 2025, March 17, 2025 and March 20, 2025. 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 10:23 pm. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

ATTEST:

CHAIR

TRUSTEE

FISCAL OFFICER

TRUSTEE