

RAVENNA TOWNSHIP BOARD OF TRUSTEES
MINUTES OF REGULAR MEETING OF FEBRUARY 12, 2019

The Ravenna Township Board of Trustees met in Regular Session at the Ravenna Township Trustee's Meeting Room, 6115 Spring Street, Ravenna, Ohio, on February 12, 2019. Trustee Hank Gibson called the meeting to order at 7:00 P.M.

Roll call showed the following present: Trustees Vince Coia, Pat Artz, Hank Gibson, Fiscal Officer Gail Pittman, Zoning Inspector Jim DiPaola, Fire Chief Mark Kozak, Road Superintendent Ray Taylor and Assistant Fiscal Officer Jon Summers.

AUDIENCE

None

REGULAR BUSINESS

A motion by Vince Coia, seconded by Hank Gibson to approve the minutes of the Regular Meeting of January 29, 2019. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

Hank announced the correspondence book was present and available for public viewing.

A motion by Vince Coia, seconded by Hank Gibson to approve payroll warrants for February 15, 2019 in the amount of \$36,766.47 and other warrants in the amount of \$77,845.38 with warrants over \$1,000.00 being read aloud for approval. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

RES # 19-011 A motion by Pat Artz, seconded by Hank Gibson to approve and accept the Zoning Resolution changes as presented by the Zoning Commission at the public hearing. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

OLD BUSINESS:

TRUSTEES

RES # 19-012 A motion by Vince Coia, seconded by Hank Gibson to approve the language of the Memorandum of Understanding with the City of Ravenna regarding the Economic Development Director which has been approved by legal counsel on both sides. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

RES # 19-013 A motion by Vince Coia, seconded by Hank Gibson to approve the language of the Professional Service Agreement with the City of Ravenna regarding the Economic Development Director which has been approved by legal counsel on both sides. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

FISCAL OFFICER

The invoice to the Portage County Engineer for the streetlight installed at SR59 and Peck has been sent.

The application for real estate tax exemption for Grandview has been delivered to the Portage County Auditor. The application could take several months before it works through the system.

DEPARTMENTAL REPORTS

ROAD DEPARTMENT

Road Superintendent Ray Taylor reported the following:

The tension bar on the plow attached to the International truck has snapped. The cost to replace it was between \$900 to \$1,400, so Ray purchased six springs from Coia Implement at a cost of \$330.94 and mounted them to the plow.

The 2016 F-550 is going to Sarchione Ford to get the heater fixed under warranty. The other two F-550's will be going in after that to have recall maintenance done on the cool air tubes.

H&W Door will be out to install the new garage doors in the lower bays of the Road Department tomorrow.

The overhang outside the Trustees room appears to be separating from the building. Temporary supports should be installed until it can be determined whether the overhang can be repaired or should be removed and replaced.

GRANDVIEW CEMETERY

There has been one burial since the last meeting.

Someone has enquired about swapping their plot for a different one.

A motion by Vince Coia, seconded by Hank Gibson to approve the exchange of plots pending the owner providing a notarized request for the exchange. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

The Trustees discussed marketing the cemetery more aggressively given that many improvements and repairs have been made and there are several plots available for sale.

ZONING DEPARTMENT

Zoning Inspector Jim DiPaola was present and reported the following:

The BZA will meet February 13, 2019 at 7PM to continue the hearing for 2019 BZA 01, Cost U Less Storage, 2904 SR59 who is requesting a variance to have a shorter change time on a digital sign. The owner is to supply a document for review.

Gary Long's appointment to the BZA has expired and Jim requested a reappointment.

RES # 19-014 A motion by Pat Artz, seconded by Vince Coia to reappoint Gary Long to the Board of Zoning Appeals for the term running between February 1, 2019 to January 31, 2024. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

The FN Group has received their Medical Processing License from the State of Ohio.

There is a Status Hearing on Friday, February 15, 2019 at 9AM regarding the illegal garage at 3496 Ash Street. The owner was to have significant work done or face a \$250/day fine.

The JEDD Commission would like to meet with the Trustees for a work session on March 5, 2019 at 7PM. A sign up plan has been developed as well as a revised JEDD district area. The Trustees said that would be fine and asked to have Carolyn advertise for the meeting.

Jim presented the January Zoning Report.

LIAISON

Jim attended the Ravenna Economic Development Director meeting and a job description and task list have been developed.

FIRE DEPARTMENT

Fire Chief Mark Kozak was present and reported the following:

Mark presented the January Fire Report.

The EMS grant has been submitted.

The ACLS and PALS training has been completed.

Full time firefighter Frawley and part time firefighter White have completed their probation periods.

The chief inquired about a recognition letter being sent to Captain Evans for his years of service to the Township. The Trustees thought that would be appropriate and asked Mark to write one up.

The resolution for the MVA billing needs modified to change the resolution's effective date.

RES # 19-015 A motion by Hank Gibson, seconded by Vince Coia to amend **Resolution #18-151** switching the effective date stated in Section 5 from October 1, 2018 to January 17, 2019. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

Captain Blubaugh's son has requested permission to interview the township's EMS for a senior project at KSU.

A motion by Hank Gibson, seconded by Vince Coia to authorize the video production as presented for the KSU senior project. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

Unit #2426 has had the PM and oil change done at Haasz and the Service Dept. has changed the oil for Unit #2400.

NEW BUSINESS

TRUSTEES

RES # 19-015 A motion by Pat Artz, seconded by Vince Coia to approve an administrative fee of \$25.00 for transferring deed paperwork related to Grandview Cemetery. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

Vince said he has reserved the hall at the Ravenna Elks for the November townships meeting. He will work on getting sponsors for the event.

FISCAL OFFICER

RES # 19-016 A motion by Hank Gibson, seconded by Vince Coia to approve the following POs and BCs:

- a. PO #124-2019 in the amount of \$2,534.00 to Bureau of Workers' Comp for 2018 True Up from the General, Fire, Zoning and Road funds
- b. PO #125-2019 in the amount of \$1,200.00 to the City of Akron for inspector class training for Frawley and Myers from the Fire fund.
- c. PO #126-2019 in the amount of \$3,022.00 to CareWorks Comp for third party admin fee for 2020 Workers Comp from the General fund.
- d. PO #127-2019 in the amount of \$63,258.80 to Maple Grove Cemetery for the first half of 2019 funding from the General fund.

R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

RES # 19-017 A motion by Hank Gibson, seconded by Pat Artz to approve the following POs and BCs:

e. PO# 128-2019 in the amount of \$500.00 to Coia Implement Sales for parts and repairs from the Road fund.

R/C: Mr. Coia, abstain; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

Financial reports were distributed to the Trustees and department heads in Excel spreadsheets.

The 2018 Workers' Comp True Up has been finished. The total additional premium cost is \$2,534.00 allocated as follows: General fund \$230.00; Fire fund \$1,924.00; Road fund \$316.00; and Zoning fund \$64.00.

RES # 19-018 A motion by Hank Gibson, seconded by Vince Coia to approve the Workers Comp Group Retro and CareWorks contract. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

ADJOURNMENT

A motion by Hank Gibson, seconded by Vince Coia to adjourn the meeting at 8:11 pm. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

ATTEST:

CHAIR

TRUSTEE

FISCAL OFFICER

TRUSTEE