

**RAVENNA TOWNSHIP BOARD OF TRUSTEES  
MINUTES OF REGULAR MEETING OF MAY 7, 2019**

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The Ravenna Township Board of Trustees met in Regular Session at the Ravenna Township Trustee's Meeting Room, 6115 Spring Street, Ravenna, Ohio, on May 7, 2019. Trustee Hank Gibson called the meeting to order at 7:01 P.M.

Roll call showed the following present: Trustees Vince Coia, Pat Artz, and 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 members were Jane Allman, Tanner and Sara Dunlap, Ed and Debra Tucholski, Mike Wisniewski, Mayher Abbar, and Bill Steiner.

**REGULAR BUSINESS**

A motion by Vince Coia, seconded by Pat Artz to approve the minutes of the Regular Meeting of April 23, 2019. R/C: Mr. Coia, yes; Mrs. Artz, yes; 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 May 10, 2019 in the amount of \$50,745.03 and other warrants in the amount of \$56,452.10 with warrants over \$1,000.00 being read aloud for approval. R/C: Mr. Coia, yes; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

**AUDIENCE**

Jane Allman was attending on behalf of her daughter, Annie, regarding her Girl Scouts project. She gave an update of Annie's progress in the past two weeks and talked about the future timeline of the project.

Tanner Dunlap, from the Forest Ridge Home Owners Association, talked about the developer and enquired as to what options were open to them since the developer is not enforcing the restrictions or fixing, cleaning and maintaining the areas that were their responsibility. He discussed other issues (e.g. parking, security, fire concerns because of limited access). The Fire Chief said they were aware of the road issues and it is not a problem for them. Jim said the developer is within days of their 6-month deadline to have the stipulations completed that the BZA had imposed for the 5 year contract extension. The trustees explained that enforcing deed restrictions is a civil matter between the homeowner's, the homeowner's association, and the developer. The trustees have no authority to enforce those covenants.

Maher, from the Islamic Society in Kent, spoke about the plots they owned in Grandview. He requested that the Township grant them resident rates on any of the services. The Trustees agreed to discuss the request.

Bill Steiner from Portage County Solid Waste asked the Trustees whether they were going to support the County's Recycling Plan. Bill said he already had more than the required 75% support to move ahead with it, only three townships remained to support it. The Trustees said though they personally liked recycling, their hesitation was due to the residents who opposed having to pay for it when they are not utilizing the services. Further discussion ensued.

**RES # 19-041** A motion by Pat Artz, seconded by Hank Gibson to approve the Portage County Solid Waste Recycling Plan. R/C: Vince Coia, abstain; Pat Artz, yes; Hank Gibson, yes. Motion passed.

**OLD BUSINESS:**  
**TRUSTEES**

Pat said she had heard back from Diane Smith at the Record Courier regarding the article the Township was trying to get placed about the Grandview Cemetery archival grant award. Diane said she would work on it.

Vince asked Jon what the email was about that Jon had sent him, he hadn't had time to look at it. Jon said that First Energy had sent an invoice for late charges for the streetlight pole placed at Peck Rd and SR 59. We first heard about the lightpole invoice from Tina Hutchinson at the County Engineer's office at the end of March. First Energy had billed the County instead of us, their invoice was dated 12/18/18 but was post marked 3/25/19. Tina had notified First Energy of their mistake and First Energy turned around and billed us. We paid it at the first meeting in April, as soon as the bill arrived. Now First Energy was billing for late charges. Vince asked Jim to forward the First Energy contact info on to Jon to try and get the late charges removed.

Hank asked about the progress of the plant odor complaint brought up in the last meeting. Vince said he has driven by several times and did not observe anything out of the ordinary. He stopped and talked with one of the neighbors and she said she had no complaints, other than when the neighbor was burying rotten turnips. Jim said he has been at and in the facility and has not observed the odor until you were inside.

**FISCAL OFFICER**

Gail reported that the township has received a Workers Comp group rating refund of \$3,522.67, covering years 2015 – 2017.

**DEPARTMENTAL REPORTS****ROAD DEPARTMENT**

*Road Superintendent Ray Taylor reported the following:*

Ray said it is time to order the safety shirts and asked for a motion for the road crew clothing allowance.

A motion by Vince Coia, seconded by Hank Gibson to authorize the purchase of safety shirts from State Route 14 Embroidery for the price of \$482.75. R/C: Vince Coia, yes; Pat Artz, yes; Hank Gibson, yes. Motion passed.

A motion by Vince Coia, seconded by Hank Gibson to authorize the reimbursing allowance of \$150.00 for pants for each of the Road Crew, including part time employee Don Bello. R/C: Vince Coia, yes; Pat Artz, yes; Hank Gibson, yes. Motion passed.

The 2014 F550 needs 2 tires and an alignment. Bob Sumerel quoted \$586.64.

A motion to authorize the replacement of 2 tires and alignment on the 2014 F550 at Bob Sumerel Tire at the quoted price of \$586.64. R/C: Vince Coia, yes; Pat Artz, yes; Hank Gibson, yes. Motion passed.

Ray presented his estimated costs and the impact on his multi-year plan if we want to repave Hidden Brook this year. Hank pointed out that we should be getting some extra money next year from the new tax that went into effect. Gail said we had a larger carry over last year for the Road

Department. The Trustees asked Ray and Gail to review the budget and forecast for possible changes to paving and road maintenance plan.

Ray said the quote for next year's salt came in \$11/ton more than last year. We will be required to purchase 90% of whatever we estimate we will need.

### **GRANDVIEW CEMETERY**

We had 4 burials in the past 2 weeks.

The service day for the high school students is this Friday. The students will be mulching and cleaning.

Ray will be on vacation from June 3<sup>rd</sup> through June 14<sup>th</sup>.

### **ZONING DEPARTMENT**

*Zoning Inspector Jim DiPaola was present and reported the following:*

The property owners at 7582 Infirmary Rd and 7423 Infirmary Road have picked up their certified letters from the post office. The property owner at 7423 Infirmary Rd, John McFarland stopped in the Zoning Office and stated he was having a dumpster brought in soon.

The BZA meets May 8, 2019 to hear a request by the property owner at 6535 Cleveland Rd to create a new flag lot.

Jim presented the April Zoning Report.

### **LIAISON**

The Economic Development Director applications are being reviewed by the Committee.

### **FIRE DEPARTMENT**

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

We are still waiting to hear on the grants

The MARCS radios are still being tested with dispatch.

Unit #2400 lights and sirens are completely installed. They will be working on the lights and sirens on the Utility pick up now.

### **NEW BUSINESS**

#### **TRUSTEES**

The Trustees discussed the issue regarding the Islamic Society of Kent. Basically, it came down to the fact that it would not be fair to allow one group to have special rates when you take into consideration all the other people who have paid and lost money to the previous cemetery owners. The trustees cannot grant favored rates to one group over others; it would set a bad precedent. The rates set are in line with rates charged elsewhere.

### **FISCAL OFFICER**

**RES # 19-042** A motion by Hank Gibson, seconded by Vince Coia to approve the following POs and BCs:

- a. PO #254-2019 in the amount of \$258.00 to Physio-Control Corp. for maintenance contract shortfall from the Fire fund

- b. PO #255-2019 in the amount of \$500.00 to Hastings Air-Energy Control for repairs from the Fire fund.
- c. PO #256-2019 in the amount of \$500.00 to Route 14 Embroidery for safety shirts from the Road fund.
- d. PO #257-2019 in the amount of \$600.00 to Bob Sumerel Tire Co for tires and alignment from the Road fund.

R/C: Vince Coia, yes; Pat Artz, yes; Hank Gibson, yes. Motion passed.

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

A motion by Vince Coia, seconded by Hank Gibson to approve and accept April bank reconciliation and April financial reports as presented by the Fiscal Officer. R/C: Vince Coia, yes; Pat Artz, yes; Hank Gibson, yes. Motion passed.

**ADJOURNMENT**

A motion by Vince Coia, seconded by Pat Artz to adjourn the meeting at 9:22 pm. R/C: Vince Coia, yes; Pat Artz, yes; Hank 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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TRUSTEE