

RAVENNA TOWNSHIP BOARD OF TRUSTEES
MINUTES OF REGULAR MEETING OF FEBRUARY 27, 2018

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 27, 2018. Trustee Vince Coia called the meeting to order at 7:02 P.M.

Roll call showed the following present: Trustees Vince Coia, Hank Gibson, Fiscal Officer Gail Pittman, Zoning Inspector Jim DiPaola, Fire Captain Ken Blubaugh, Road Superintendent Ray Taylor and Assistant Fiscal Officer Jon Summers. Trustee Pat Artz and Fire Chief Mark Kozak were absent. The audience consisted of Mike O'Connor, Carl Schrickel and Dave Yost.

AUDIENCE

Carl Schrickel asked a couple of questions about Grandview Cemetery and said he had gone to the Martin's hearing a couple of weeks ago. He and his wife had purchased lots from the Sims. Gail asked him if he had the deeds and Carl said yes. Gail suggested that he and Ray compare information to verify that the records agree to prevent any problems down the road. Ray said he would look up the info and call Carl. Both Vince and Hank assured Carl and the public that they are in good hands from this point forward.

REGULAR BUSINESS

A motion by Vince Coia, seconded by Hank Gibson to approve the minutes of the Regular Meeting of February 13, 2018. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

Vince 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 March 2, 2018 in the amount of \$33,984.66 and other warrants in the amount of \$80,487.87 with warrants over \$1,000.00 being read aloud for approval. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

OLD BUSINESS:

TRUSTEES

Vince said he attended the Township Association meeting. A deputy spoke about break-ins in the area, mostly in the southern end of the county, by people from outside the area. The Health Department is having a dinner meeting on March 21st and they have monies available for septic upgrades. Janet Esposito said the Local Government Fund meetings will be held in early March, and Ziska talked about the More Grant. The Trustees suggested Ray write for that one this year and get an exhaust vent for the garage bay. May 19th will be the next meeting hosted by the Portage County Engineers.

Vince spoke with Mickey Marozzi regarding the Peck Road/SR 59 intersection. Mickey has sent a letter to ODOT requesting they put a street light at that intersection.

Hank asked Jon to reiterate the quote from Shred-It for the community shred day. Jon said it was \$900 for three hours. Last year NeoShred, who has since been bought out by Shred-It, did it for \$350. Hank asked if two hours would be \$600? Jon said he would call Shred-It and find out.

FISCAL OFFICER

Fiscal Officer Gail Pittman was present and reported the following:

The audit is going to be an AUP this year instead of a full audit. The company bid the audits at full audit rates, so we will be getting a reduced fee this year which will save us about \$1,300.

The County Recycling is supposed to be crediting us for the recycling bins being removed at the end of November. We had to pay the full year up front last year. Gail has sent Bill Steiner a letter requesting the refund.

DEPARTMENTAL REPORTS

ROAD DEPARTMENT

Road Superintendent Ray Taylor reported the following:

The DIF heater in the 2012 F550 has been replaced in-house, saving about \$600, and the transmission work replacing the sensors by Lang's has been completed. The truck is up and running again.

The tire cleanup is scheduled for April 28th from 8:00 am until noon. Hank said he will notify Skeels of the date, he has already notified McElrath.

Ray has contacted the eight refuse companies in the area regarding the township spring clean-up, none are interested in doing it. Loftin has quoted dropping off bins on site for \$550/container. Republic Waste quoted \$750/container. The trustees tabled a decision.

Ray met with Jim from Saint Mary's regarding the mausoleum and now has a much better understanding. He's gone over the proper way and proper tools to open the crypts. Ray said we will need access to a coffin lift. He was talking with Saint Mary's about the possibility of renting the lift as necessary, we would have to transport it back and forth.

The driveway to the new cemetery building was completed last week and the building has been built. It looks very nice. Ray needs to put plywood around the inside perimeter to prevent damaging the walls while moving things around.

Loftin has quoted \$55/month to drop off a small dumpster at Grandview.

The Trustees reviewed the quotes Ray had gotten for the new roof on the mausoleum. Ray recommended that they go with the foam roof quote from Robert Romea Contracting, it had an 18 year warranty and they had said they would do temporary patching to the roof for free until the weather broke and they could put the new roof on.

A motion by Hank Gibson, seconded by Vince Coia to authorize Ray to hire Romea Contracting to install a new foam roof covering on the Grandview Memorial mausoleum for the cost of \$11,000.00. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

A motion by Hank Gibson, seconded by Vince Coia to authorize a PO for \$11,000.00 to Robert Romea Contracting for the new roof on the Grandview mausoleum, 1/3 due at signing of the contract. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

ZONING DEPARTMENT

Zoning Inspector Jim DiPaola reported the following:

The Zoning Commission met on February 21, 2018 to work on updating the Zoning Code. They pass resolution 2018ZNC01 prohibiting medical marijuana retail dispensaries in all zoning districts. They also discussed site plan review guidelines, definitions update, temporary buildings, fences, general commercial, general industrial and commercial residential uses. The next Zoning Commission meeting will be on March 21, 2018 at 7:00 pm.

The JEDD Board meets on Wednesday, February 28th at 11:00 to review sign up progress.

FIRE DEPARTMENT

Fire Chief Mark Kozak was absent and Captain Ken Blubaugh reported the following:

The OFCA grant for the radios has been submitted.

The Chief would like to hire John Coleman as a part time firefighter/paramedic.

RES # 18-032 A motion by Hank Gibson, seconded by Vince Coia to hire John Coleman to Part Time FF/Paramedic at the rate of \$12.51/hour pending physical, drug screen and back ground check. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

The Fire Department Standard Operating Procedures were distributed to all employees on Sunday, February 25, 2018.

RES # 18-033 A motion by Hank Gibson, seconded by Vince Coia to approve the Physio Control Inc. heart monitor preventative maintenance renewal contract for a period of three years at a price of \$9,331.20. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

The oil change and preventative maintenance has been done on the Jeep Patriot.

NEW BUSINESS

TRUSTEES

Hank asked about the website maintenance. Gorilla Productions has sent a letter stating that he is getting out of the business as his job is taking him out of state more and more. Hank said he was going to get hold of somebody at KSU to see if someone there might be able to do our website maintenance for us.

FISCAL OFFICER

RES # 18-034 A motion by Vince Coia, seconded by Hank Gibson to approve the PO's and BC's presented on the supplemental report. R/C: Mr. Coia, yes Mr. Gibson, yes. Motion Passed.

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

RES # 18-035 A motion by Hank Gibson, seconded by Vince Coia to approve and accept the January bank reconciliation and January monthly financial reports as presented by the fiscal officer. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

ADJOURNMENT

A motion by Vince Coia, seconded by Hank Gibson to adjourn the meeting at 8:30 pm. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

ATTEST:

TRUSTEE CHAIR

TRUSTEE

FISCAL OFFICER

TRUSTEE