

**RAVENNA TOWNSHIP BOARD OF TRUSTEES
MINUTES OF REGULAR MEETING OF JULY 14, 2020**

The Ravenna Township Board of Trustees met in Regular Session at the Ravenna Township Trustee's Meeting Room, 6115 Spring Street, Ravenna, Ohio, on July 14, 2020. Trustee Vince Coia called the meeting to order at 7:00 P.M.

Roll call showed the following present: Trustees Vince Coia, Pat Artz, Fire Chief Mark Kozak, Zoning Inspector Jim DiPaola, Road Superintendent Ray Taylor and Assistant Fiscal Officer Jon Summers. Trustee Hank Gibson joined the meeting at 7:05. Fiscal Officer Gail Pittman was absent.

AUDIENCE

None

REGULAR BUSINESS

A motion by Vince Coia, seconded by Pat Artz to approve the minutes of the Special Meeting of June 30, 2020. R/C: Mr. Coia, yes; Mrs. Artz, yes. Motion Passed.

A motion by Vince Coia, seconded by Pat Artz to approve the minutes of the Regular Meeting of June 30, 2020. R/C: Mr. Coia, yes; Mrs. Artz, yes. Motion Passed.

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

A motion by Vince Coia, seconded by Pat Artz to approve payroll warrants for July 17, 2020 in the amount of \$31,525.80 and other warrants in the amount of \$59,052.48 with warrants over \$1,000.00 being read aloud for approval. R/C: Mr. Coia, yes; Mrs. Artz, yes. Motion Passed.

**OLD BUSINESS:
TRUSTEES**

There will be a work session on Monday, July 20, 2020 from 5 pm to 7 pm. to continue reviewing the Township Personnel Policy Manual.

Vince asked Jim whether he received any report from the sheriff's office regarding the gun shooting going on in the township? Jim said no. Vince asked whether there had been any more complaints coming in regarding it? Jim said no, he did not have any additional complaints.

FISCAL OFFICER

Brett updated the Current Expense and Fire levy language for renewals as the trustees asked.

RES #20-073 A motion by Vince Coia, seconded by Hank Gibson to adopt the following resolution:

WHEREAS, the amount of taxes which may be raised within the ten mill limitation will be insufficient to provide an adequate amount for the necessary requirements of the Township of Ravenna, Portage County, Ohio;

WHEREAS, a resolution declaring the necessity of levying a tax under R.C. 5705.19 (A) outside the ten-mill limitation must be passed and certified to the county auditor of Portage County in order to permit the Board of Trustees to consider the levy of such a renewal tax and must request the county auditor certify to the Board of Trustees the total current tax valuation of the Township of Ravenna, and the dollar amount of revenue that would be generated by a 3.5 mill renewal levy; and

WHEREAS, currently there is a 3.5 mill levy in excess of the ten mill limitation for the benefit of Ravenna Township for the purpose of as set forth more fully in R.C. 5705.19(A), and which was a levy placed before the electorate in 2015, and a renewal thereof requires a vote of the people pursuant to R.C. 5705.19(A), R.C. 5705.191, and R.C. 5705.25.

RESOLVED, by the Board of Trustees, two-thirds of all members elected thereto concurring, that it is necessary to levy a renewal of 3.5 mills, to constitute a tax in excess of the ten mill limitation levied upon the entire territory of the Township of Ravenna and for the benefit of the Township of Ravenna under R.C. 5705.19(A) for the following purpose:

For current expenses of the subdivision, except that the total levy for current expenses of a detention facility district or district organized under section 2151.65 of the Revised Code shall not exceed two mills and that the total levy for current expenses of a combined district organized under sections 2151.65 and 2152.41 of the Revised Code shall not exceed four mills;

As provided by Ohio Revised Code Section 5705.19(A) at a rate not to exceed 3.5 mills for each one dollar of valuation, for the tax years 2021, 2022, 2023, 2024, 2025.

RESOLVED, that the levy be placed upon the tax list commencing in 2021 and first due in calendar year 2022 in compliance with Ohio Revised Code section 5705.34, if a majority of the electors voting thereon vote in favor thereof and,

RESOLVED, that the question of such tax levy shall be submitted to the electors of the Township of Ravenna in its entirety, at the election to be held therein on November 3, 2020 and,

RESOLVED, that the Fiscal Officer is hereby directed to certify a copy of the resolution to the county auditor and that the county auditor certify to this board of trustees the total current tax valuation of the Township of Ravenna and the dollar amount of revenue that would be generated by a renewal levy of 3.5 mill if approved by the electors and;

RESOLVED, that the Board of Trustees finds and determines that all formal actions of this Board concerning and related to the adoption of this Resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meetings open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

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

RES #20-074 A motion by Hank Gibson, seconded by Vince Coia to adopt the following resolution:

WHEREAS, the amount of taxes which may be raised within the ten mill limitation will be insufficient to provide an adequate amount for the necessary requirements of the Township of Ravenna, Portage County, Ohio;

WHEREAS, a resolution declaring the necessity of levying a tax under R.C. 5705.19 (I) and R.C. 505.39 outside the ten-mill limitation must be passed and certified to the county auditor of Portage County in order to permit the Board of Trustees to consider the levy of such a renewal tax and must request the county auditor certify to the Board of Trustees the total current tax valuation of the Township of Ravenna, and the dollar amount of revenue that would be generated by a 5 mill renewal levy; and

WHEREAS, currently there is a 5 mill levy in excess of the ten mill limitation for the benefit of Ravenna Township for the purpose of as set forth more fully in R.C. 5705.19(I), and R.C.

505.39 which was a levy placed before the electorate in 2015, and a renewal thereof requires a vote of the people pursuant to R.C. 5705.19(I), R.C. 5705.191, and R.C. 5705.25.

RESOLVED, by the Board of Trustees, two-thirds of all members elected thereto concurring, that it is necessary to levy a renewal of five (5) mill, to constitute a tax in excess of the ten mill limitation levied upon the entire territory of the Township of Ravenna and for the benefit of the Township of Ravenna under R.C. 5705.19(I) for the following purpose:

For providing and maintaining fire apparatus, mechanical resuscitators, underwater rescue and recovery equipment, or other fire equipment and appliances, buildings and sites therefore, or sources of water supply and materials therefore, for the establishment and maintenance of lines of fire-alarm communications, for the payment of firefighting companies or permanent, part-time or volunteer firefighting, emergency medical service, administrative, or communications personnel to operate the same, including the payment of any employer contributions required for such personnel under section 145.48 or 742.34 of the Revised Code, for the purchase of ambulance equipment, for the provision of ambulance, paramedic, or other emergency medical services operated by a fire department or firefighting company, or the payment of other related costs.

As provided by Ohio Revised Code Section 5705.19(I) at a rate not to exceed five (5) mills for each one dollar of valuation, for the tax years 2021, 2022, 2023, 2024, 2025.

RESOLVED, that the levy be placed upon the tax list commencing in 2021 and first due in calendar year 2022 in compliance with Ohio Revised Code section 5705.34, if a majority of the electors voting thereon vote in favor thereof and,

RESOLVED, that the question of such tax levy shall be submitted to the electors of the Township of Ravenna in its entirety, at the election to be held therein on November 3, 2020 and,

RESOLVED, that the Fiscal Officer is hereby directed to certify a copy of the resolution to the county auditor and that the county auditor certify to this board of trustees the total current tax valuation of the Township of Ravenna and the dollar amount of revenue that would be generated by a renewal levy of 5 mill if approved by the electors and;

RESOLVED, that the Board of Trustees finds and determines that all formal actions of this Board concerning and related to the adoption of this Resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meetings open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

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

The 2021 budget has been submitted to the County Auditor.

UAN has established certain fund codes for the Coronavirus Relief Fund money which is different than the numbers Gail previously set up, so it is necessary to do some housekeeping motions to align with what is prescribed by the auditor.

RES #20-075 A motion by Vince Coia, seconded by Pat Artz to rescind RES#20-069 which modified the revenue budget. R/C: Mr. Coia, yes; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

RES #20-076 A motion by Vince Coia, seconded by Pat Artz to rescind RES#20-057 which established fund#2903. R/C: Mr. Coia, yes; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

RES #20-077 A motion by Vince Coia, seconded by Pat Artz to adopt the following:

WHEREAS, the Board is eligible to receive restricted funds from the Coronavirus Relief Fund pursuant to HB 481.

WHEREAS, the monies will be received with restrictions to be used only for specific purposes as directed in Federal Guidance.

WHEREAS, HB 481 requires a specific fund be established to receive these monies and demonstrate compliance with Federal and State laws.

NOW THEREFORE BE IT RESOLVED, Ravenna Township Trustees resolve to establish new special revenue funds #2272 and #2273 named Coronavirus Relief Fund.

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

RES #20-078 A motion by Vince Coia, seconded by Pat Artz to modify the revenue budget as follows:

#	Fund #	Fund Name	Budget From	Budget To	Increase (Decrease)
A	2901	FEMA	\$0.00	\$30,079.08	\$30,079.08
B	2272	Coronavirus Relief Fund	\$0.00	\$70,381.49	\$70,381.49

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

The quotes from CTMS for equipment for the township was reviewed and discussed. The equipment consists of laptops, software and printers necessary for remote working and for holding public meetings over the internet.

DEPARTMENTAL REPORTS

ROAD DEPARTMENT

Ray submitted the following report:

Robert Romea Roofing will be starting on the roof repairs over the fire bays. They will be here Saturday to start removing the gravel.

Repairs are completed in Hidden Brook. The road crew will be moving over to Cotton Corners to begin repairs in preparation for the upcoming chip and sealing project.

Ray said he received the salt contract from the city. The price per ton has dropped to \$56.78 and Ray has told them he estimates we will be purchasing around 400 tons. The requirement to purchase 90% of the estimate has been dropped from the contract. Ray said he will have the contract for the next meeting for the Trustees to review and sign.

We need to purchase more safety cones. Municipal Signs has them for \$17/each and Ray said he will need 15 of them.

A motion by Vince Coia, seconded by Pat Artz to authorize Ray to purchase safety cones from Municipal Signs at the cost of \$17/each for a total of \$255.00. R/C: Mr. Coia, yes; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

GRANDVIEW CEMETERY

There was one burial in the past two weeks.

Ray would like to purchase an auger for digging the cremation graves. Coia Implements has a 12" one at the cost of \$1,085.25.

A motion by Pat Artz, seconded by Hank Gibson to purchase a 12” auger for the cemetery from Coia Implements at the cost of \$1,085.25. R/C: Mr. Coia, abstain; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

Pat asked about the search for Sarah’s replacement. Ray said Sarah has been training Brad to fill in temporarily until the replacement has been found. Sarah has submitted her resignation letter.

RES #20-079 A motion by Hank Gibson, seconded by Vince Coia to accept Sarah’s letter of resignation effective July 30, 2020. R/C: Mr. Coia, yes; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

ZONING DEPARTMENT

Zoning Inspector Jim DiPaola was present and submitted the following report:

The Zoning Commission will meet Wednesday, July 15, 2020 to discuss temporary buildings and structures, event centers, solar power and shooting ranges.

The Board of Zoning Appeals met July 8, 2020 and granted a request by Ravenna Hot Stove to modify their Conditional Use to include food service.

The JEDD Board has met twice with Dennis West and determined which JEDD areas to setup a meeting with the property owners. The meeting will be held in August.

The City of Akron has applied for a zoning certificate to demolish all buildings and the old sewage treatment facility on their property at SR 14 and Dawley Rd.

Jim has been working with the Prosecutors Office on various court cases related to zoning violations.

Jim presented the June Zoning Report.

RES # 20-080 A motion by Pat Artz, seconded by Vince Coia to change the zoning district from residential medium to commercial residential for the 12 parcels on the north side of Lake St, being the following parcels :#29-318-00-00-004-000, #29-318-00-00-006-000, #29-318-00-00-008-000, #29-318-00-00-009-000, #29-318-00-00-010-000, #29-318-00-00-011-000, #29-318-00-00-012-000, #29-318-0-013-000, #29-318-00-00-014-000, #29-318-00-00-015-000, #29-318-00-00-016-000, and #29-327-00-00-051-000. R/C: Mr. Coia, yes; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

LIAISON

Jim continues to work with the Fire Dept on the gym to be built at the King Kennedy Center.

FIRE DEPARTMENT

Fire Chief Mark Kozak was present and submitted the following report:

The FEMA PPE Grant and the FEMA Public Assistance Reimbursement Program have both been submitted and we received \$30,078 on the Reimbursement grant. Mark is working with Gail to start the invoice process to reimburse for items purchased.

The EMS call volume has picked back up. The June volume was at its normal level.

Mark and Jim are meeting with the architect, FCS, builder, PC Building Dept tomorrow morning regarding the King Kennedy Center gym project.

Staffing levels on all shifts are being predominantly done with three people lately.

Engine 2413 had a problem with the computer programming for the A/C fan. FYDA Freightline repaired it.

Tanker 2418 had some damage done to it this morning. Mark believed it to be minimal and is taking it to Perfect Choice in the morning for an estimate.

NEW BUSINESS **TRUSTEES**

Hank asked if anybody had heard about meetings for the County Township Association. Vince said there will be a meeting on the 28th.

FISCAL OFFICER

RES # 20-081 A motion by Hank Gibson, seconded by Vince Coia to approve the POs and BCs as listed:

#	PO #	Amount	Vendor	Fund	Purpose
A	291-2020	3,200.00	Mascon Equip & Supply	Fire	PPE
B	292-2020	3,200.00	Municipal Emergency Services	Fire	PPE
C	293-2020	5,000.00	Chase Card Services	General	Disinfecting supplies & PPE
D	294-2020	5,000.00	Kayline Co	General	Disinfecting supplies
E	295-2020	1,000.00	FYDA Freightliner	Fire	Repairs
F	296-2020	302.35	Falls Flag & Banner	General	Flags
G	297-2020	600.00	Airgas USA	Road	Supplies
I	299-2020	500.00	Quick Service Welding	Road	Supplies
J	300-2020	20,000.00	CTMS	General	Laptops & printers for remote working
K	301-2020	600.00	Walmart	General	TVs and Brackets
L	302-2020	1,000.00	Perfect Choice	Fire	repairs

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

RES # 20-082 A motion by Hank Gibson, seconded by Pat Artz to approve the POs and BCs as listed:

#	PO #	Amount	Vendor	Fund	Purpose
H	298-2020	1,800.00	Coia Implements	Grandview	Small tools

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

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

ADJOURNMENT

A motion by Vince Coia, seconded by Pat Artz to adjourn the meeting at 8:20 pm. R/C: Mr. Coia, yes; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

ATTEST:

CHAIR

TRUSTEE

FISCAL OFFICER

TRUSTEE