

RAVENNA TOWNSHIP BOARD OF TRUSTEES
MINUTES OF REGULAR MEETING OF AUGUST 11, 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 August 11, 2020. Trustee Vince Coia called the meeting to order at 7:01 P.M.

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

REGULAR BUSINESS

A motion by Vince Coia, seconded by Hank Gibson to approve the minutes of the Regular Meeting of July 14, 2020 as corrected for a typo. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

A motion by Vince Coia, seconded by Hank Gibson to approve the minutes of the Regular Meeting of July 28, 2020. R/C: Mr. Coia, yes; Mr. Gibson, 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 Hank Gibson to approve payroll warrants for August 14, 2020 in the amount of \$47,457.87 and other warrants in the amount of \$41,244.45 with warrants over \$1,000.00 being read aloud for approval. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

AUDIENCE

None

OLD BUSINESS:

TRUSTEES

Hank has spoken with Frank Hairston regarding setting up a meeting with the Land Bank.

The Portage County Township Association meeting is coming up and will be a zoom meeting. More information will be forthcoming.

Vince said he, Jim and Mark attended a zoom meeting with the County Engineers and ODOT regarding the changes they want to do at the intersections of Cleveland Road/SR 14 and SR 14/Infirmary Road. They are planning to keep an exit off SR14 to Cleveland Road but block Cleveland Road traffic from entering SR14 by putting in a cul-de-sac. They want to put in a round about at SR14 and Infirmary Road.

FISCAL OFFICER

RES # 20-092 A motion by Vince Coia, seconded by Hank Gibson to accept the amounts from the Budget Commission and certify them to the Portage County Auditor. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

DEPARTMENTAL REPORTS

ROAD DEPARTMENT

Ray submitted the following report:

Ray has updated the City and the County as to their own mutual agreement stating who has roadside mowing responsibilities on Lovers Lane. Ray has mowed it a couple of times when it has become a hazard, but it isn't the Townships responsibility. Hopefully the correct parties will be stepping up and handling it in the future.

Road repairs to the streets around Cotton Corners is nearly complete. Ray will alert H Luli when we are done and they will schedule for the chip and seal project.

Two door springs broke on one the upper bay doors. H.W. Door made repairs.

Romea Roofing has completed the foam roof above the fire station and installed new drains. The will be back to begin work on the interior ceiling at the end of this week and they should spray it this Monday.

Ray is taking the new truck to have the plow installed on Wednesday.

GRANDVIEW CEMETERY

There were two burials and one cremation in the past two weeks.

Ray said because the way the rules and rate sheets are written, the funeral homes think they have until 3:30 to complete their services. The intention was that the Road crew will have completed their work by 3:30, otherwise they will be going into overtime. Ray requested that the times say services will be completed by 2:00 PM.

RES # 20-093 A motion by Vince Coia, seconded by Hank Gibson to amend the Grandview Rules and Regulations and the Rate Sheet to specify that services shall be completed by 2:00 PM on weekdays or be subject to the overtime rates as specified. R/C: Mr. Coia, 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, August 19, 2020 to discuss temporary buildings and structures, event centers, solar power and shooting ranges.

The administrative warrant for 6782 Garfield was executed on Wednesday, July 29, 2020 with the Fire, Building and Health Departments. All three departments have returned their letters condemning the structure and a title search is currently being conducted. Once completed, the Trustees will need to hold a public hearing regarding the demolition and cleanup.

A JEDD signup meeting with property owners on SR 14 in the Cotton Corners area will be held on Thursday, August 13, 2020 at 1:00 PM in the Fire Station bays.

Jim requested a resolution to declare a parcel a nuisance.

RES # 20-094 A motion by Vince Coia, seconded by Hank Gibson to declare 6074 Patricia Ave., Ravenna, OH 44266, parcel 29-343-10-00-010-000 a nuisance and be forwarded to the Portage County Prosecutor for enforcement.. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

LIAISON

Jim continues to work with Norfolk Southern on closing the grade crossing on South Prospect St. Norfolk Southern has contacted a contractor to get a price to construct an access drive off Summit Road.

FIRE DEPARTMENT

Fire Chief Mark Kozak was absent and Jim DiPaola submitted the following report:

The FEMA PPE Grant has been submitted.

Mark is working with Gail and Jon on the FEMA Public Assistance Reimbursement Program grant.

Mark has several POs on the list tonight for the FEMA and COVID funds.

RES # 20-095 A motion by Hank Gibson, seconded by Vince Coia to approve sending Recruit Zach Heffley to EMT Basic School using \$1,200 of the EMS grant proceeds to pay for his training. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

Tanker 2418's door is being repaired and the A/C is being recharged.

The Jeep's semi-annual preventative maintenance has been completed.

Jim presented the July Fire Report.

NEW BUSINESS**TRUSTEES**

The Land Bank has sent their 2019 Annual Report.

Todd Peetz has requested to be on the agenda for the August 25, 2020 meeting at 7:00 PM. The topic of his discussion will be Fair Housing. He will take questions from the Trustees after his presentation.

FISCAL OFFICER

RES # 20-096 A motion by Vince Coia, seconded by Hank Gibson to approve the POs and BCs as listed:

- a. PO # 310-2020 in the amount of \$20,561.00 to OTARMA for Property Insurance from the General, Fire, Road and Grandview funds.
- b. PO # 311-2020 in the amount of \$10,000.00 to Allied Corporation for road repair materials from the Road fund
- c. PO # 312-2020 in the amount of \$800.00 to Bennett Land Title Agency for title searches from the General fund.
- d. PO # 313-2020 in the amount of \$700.00 to H&W Door Co for door repairs from the General fund.
- e. PO # 314-2020 in the amount of \$1,500.00 to Kayline Co for disinfection supplies from the FEMA Revenue fund.
- f. PO # 315-2020 in the amount of \$1,000.00 to Bound Tree Medical for gloves from the FEMA Revenue fund.
- g. PO # 316-2020 in the amount of \$200.00 to McMaster-Carr Supply for eye protection from the FEMA Revenue fund.
- h. PO # 317-2020 in the amount of \$1,500.00 to Chase Card Services for building disinfecting supplies from the FEMA Revenue fund.
- i. PO # 318-2020 in the amount of \$2,500.00 to Municipal Emergency Services for COVID coveralls from the Coronavirus Relief fund
- j. PO # 319-2020 in the amount of \$550.00 to Walmart for tv's for remote viewing from the Coronavirus Relief fund

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

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

RES # 20-097 A motion by Hank Gibson, seconded by Vince Coia to approve and accept the June 2020 bank reconciliation and financial report as presented by the Fiscal Officer. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

RES # 20-098 A motion by Vince Coia, seconded by Hank Gibson to accept the recommendations and authorize the disposition of EMS accounts as indicated on the LifeForce report. R/C: Vince Coia, yes; Hank Gibson, yes. Motion passed.

ADJOURNMENT

A motion by Vince Coia, seconded by Hank Gibson to adjourn the meeting at 7:46 pm. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

ATTEST:

CHAIR

TRUSTEE

FISCAL OFFICER

TRUSTEE