

RAVENNA TOWNSHIP BOARD OF TRUSTEES
MINUTES OF REGULAR MEETING OF APRIL 20, 2021

The Ravenna Township Board of Trustees met in Regular Session at the Ravenna Township Trustee's Meeting Room, 6115 Spring Street, Ravenna, Ohio, on April 20, 2021. Trustee Vince Coia called the meeting to order at 7:01 P.M.

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

AUDIENCE

The Trustees asked Frank Polichena to the meeting to discuss the lighting district at the Breakneck Creek development. Residents there have been complaining that they are having to pay for lights on their property tax bills for lights that have never been installed. The residents want the streetlights installed because it is dark in their neighborhood. Mr. Polichena and the Trustees reviewed the original agreements on the creation of the lighting district. It was decided that Mr. Polichena would work on getting the lights installed as per the original agreement.

REGULAR BUSINESS

A motion by Vince Coia, seconded by Pat Artz to approve the minutes of the Regular Meeting of April 6, 2021. R/C: Mr. Coia, yes; Mrs. Artz, yes. Motion Passed.

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

A motion by Vince Coia, seconded by Pat Artz to approve payroll warrants for April 23, 2021 in the amount of \$37,787.48 and other warrants in the amount of \$291,313.25 with warrants over \$1,000.00 being read aloud for approval. R/C: Mr. Coia, yes; Mrs. Artz, yes. Motion Passed.

OLD BUSINESS:
TRUSTEES

FISCAL OFFICER

The Township has received an invoice for \$1,494.00 from ODJFS for a fraudulent claim. Gail asked for a resolution to deny payment.

RES # 21-056 A motion by Vince Coia, seconded by Pat Artz to refuse to pay the ODJFS claim in the amount of \$1,494.00 due to the fact that it is fraudulent and has been reported to ODJFS as such. R/C: Mr. Coia, yes; Mrs. Artz, yes. Motion Passed.

DEPARTMENTAL REPORTS
ROAD DEPARTMENT

Ray was present and reported the following:

The Spring Clean-up held Saturday, April 17, 2021 was a success. All five roll off containers were packed full.

The new part time road crew employee, Nick, started working Monday.

Ray received the estimate from the County for the Hidden Brook paving and also the entrance at Grandview Cemetery. It was discussed.

RES # 21-050 A motion by Vince Coia, seconded by Pat Artz to approve the County Engineers' request for bid for the Forest Ridge Development Resurfacing Project, estimated at the cost of \$101,458.50 and for the Grandview Memorial Cemetery Entrance Resurfacing Project at the estimated cost of \$11,650.00, for the total combined price of \$113,108.50. R/C: Mr. Coia, yes; Mrs. Artz, yes. Motion Passed.

The advertising for the bid should be done between April 30th and May 7th, with the bid opening to be held at the meeting on May 18, 2021.

The roadside mower repair is completed and came in at \$1,482.00.

Curb and catch basin repairs will begin in the Hidden Brook Development in preparation for the resurfacing project.

The city is repaving their portion of Sample St. Ray suggested that the Township go ahead and pave our section. The township portion is only 150 foot long, Ray estimated it would cost about \$6,000. The Trustees asked Ray to determine the vendor doing the paving and get an actual price, but thought that it is a good idea to do the whole street at the same time.

GRANDVIEW CEMETERY

There was one cremation in the past two weeks.

Brugmann Concrete quoted \$788.50 for the footers for the new columbariums.

A motion by Vince Coia, seconded by Pat Artz to authorize Ray to have Brugmann Concrete pour the footers for the new columbariums at the quoted price of \$788.50. R/C: Mr. Coia, yes; Mrs. Artz, yes. Motion Passed.

ZONING DEPARTMENT

Zoning Inspector Jim DiPaola was present and reported the following:

No scheduled meetings have been set for May yet for the BZA. The Zoning Commission will meet on May 19, 2021 to discuss Zoning Code updates.

Jim requested a resolution to remove a vehicle parked at the property at 6651 Cleveland Road.

RES # 21-051 A motion by Vince Coia, seconded by Pat Artz to authorize the Portage County Prosecutors office to file in Common Pleas Court for the removal of abandoned vehicle on the township property located at 6651 Cleveland Road. The abandoned vehicle is a 2001 Dodge Durango, Ohio License HSX9724 (Summit County), VIN 1B4HS48N52F150283. R/C: Mr. Coia, yes; Mrs. Artz, yes. Motion Passed.

LIAISON

The Design-Build Contract has been forwarded to J. Herbert Construction and DS Architecture.

FIRE DEPARTMENT

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

Mark submitted the FEMA Public Assistance Reimbursement Program reports. The FEMA AFG 2019 grant is complete.

We did not receive the Firehouse Subs Grant, Mark has resubmitted it.

Firefighter Crevar has submitted his letter of resignation.

RES # 21-052 A motion by Vince Coia, seconded by Pat Artz to accept the resignation of Firefighter Crevar effective April 30, 2021. R/C: Mr. Coia, yes; Mrs. Artz, yes. Motion Passed. Mark recommended hiring a new FF/Paramedic applicant.

RES # 21-053 A motion by Vince Coia, seconded by Pat Artz to hire Andrew Ciptak as a Firefighter/Paramedic and the rate in accordance with the part time CBA pending the usual drug, physical and background checks. R/C: Mr. Coia, yes; Mrs. Artz, yes. Motion Passed.

The vehicle exhaust system is due for preventative maintenance. A PO is on the list.

A pre-construction meeting for the new tanker is scheduled for May 19 and 20.

A motion by Vince Coia, seconded by Pat Artz to authorize travel expenses related to the pre-construction meeting for the new tanker for Mark and Firefighter Myers. R/C: Mr. Coia, yes; Mrs. Artz, yes. Motion Passed.

Squad 2412 needs new front tires.

The preventative maintenance on the extrication equipment is scheduled.

RES # 21-054 A motion by Vince Coia, seconded by Pat Artz to approve Mark to have a budget not to exceed \$10,000.00 for any incidentals arising during the pre-construction meeting for the new fire tanker. R/C: Mr. Coia, yes; Mrs. Artz, yes. Motion Passed.

RES # 21-055 A motion by Vince Coia, seconded by Pat Artz to appoint Vince as the authorized signer on the Middlefield Bank loan documents for the new fire truck. R/C: Mr. Coia, yes; Mrs. Artz, yes. Motion Passed.

Another iPad is needed on the trucks. The PO is on the list.

NEW BUSINESS

TRUSTEES

None.

FISCAL OFFICER

RES # 21-057 A motion by Vince Coia, seconded by Pat Artz to approve PO's as BCs as listed:

- a. PO #227-2021 in the amount of \$1,500.00 to Rodenbucher Tractor Repair for roadside mower repair from the Road fund
- b. PO #228-2021 in the amount of \$900.00 to OK Brugmann Jr & Sons for footer materials for columbariums from the Grandview fund
- c. PO #231-2021 in the amount of \$150.00 to Ray Taylor for clothing reimbursement from the Road fund.
- d. PO #232-2021 in the amount of \$150.00 to Doug Dillon for clothing reimbursement from the Road fund.
- e. PO #233-2021 in the amount of \$150.00 to Devin Shipp for clothing reimbursement from the Road fund
- f. PO #234-2021 in the amount or \$150.00 to Jason Lovejoy for clothing reimbursement from the Road fund
- g. PO #235-2021 in the amount of \$2,000.00 to OK Brugmann Jr & Sons for Hidden Brook Rd repair from the Road fund
- h. PO #236-2021 in the amount of \$800.00 to Howell Rescue Systems for PM on extrication tools from the Fire fund

- i. PO #237-2021 in the amount of \$1,500.00 to Hastings Air-Energy Control for PM on station exhaust system from the Fire Fund
 - j. PO #238-2021 in the amount of \$600.00 to Bob Sumerel Tire Co for tires & alignment for the ambulance from the Fire fund.
 - k. PO #239-2021 in the amount of \$1,000.00 to Kayline Co. for supplies from the Fire fund.
 - l. PO #240-2021 in the amount of \$700.00 to AT&T Mobility National for ipad for the fire engine from the Fire fund.
 - m. PO #241-2021 in the amount of \$500.00 to Chase Card Services for travel for engine construction meeting from the General fund.
- R/C: Mr. Coia, yes; Mrs. Artz, yes. Motion Passed.
PO's #229-2021 and #230-2021 were tabled until the next meeting.

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

ADJOURNMENT

A motion by Vince Coia, seconded by Pat Artz to adjourn the meeting at 8:26 pm. R/C: Mr. Coia, yes; Mrs. Artz, yes. Motion Passed.

ATTEST:

CHAIR

TRUSTEE

FISCAL OFFICER

TRUSTEE