

RAVENNA TOWNSHIP BOARD OF TRUSTEES
MINUTES OF REGULAR MEETING OF MAY 31, 2022

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 31, 2022. Trustee Vince Coia called the meeting to order at 7:02 P.M.

Roll call showed the following present: Trustees Vince Coia, Jim DiPaola and Hank Gibson, Fiscal Officer Gail Pittman, Zoning Inspector Brett Psenicka, and Assistant Fiscal Officer Jon Summers. Fire Chief Mark Kozak arrived later and Road Superintendent Ray Taylor was absent. In the audience were Clarence and Rose Marie Cobb.

REGULAR BUSINESS

A motion by Jim DiPaola, seconded by Vince Coia approving the minutes of the Regular Meeting of May 16, 2022. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, abstain. 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 Jim DiPaola to approve payroll warrants for June 3, 2022 in the amount of \$57,016.73 and other warrants in the amount of \$37,042.25 with warrants over \$1,000.00 being read aloud for approval. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

AUDIENCE

Clarence and Rose Marie Cobb were representing the Ravenna Moose Lodge #1234. The Moose Lodge is doing fundraising by conducting Instant Bingo. A portion of the proceeds is required to be donated to charity. The Moose chose to give a portion of the required charity contribution to the Ravenna Township Fire Department.

RES # 22-058 A motion by Vince Coia, seconded by Jim DiPaola to approve and accept the Instant Bingo Fundraising Contract with the Loyal Order of Moose #1234 for the period April 4, 2022 through December 31, 2026 as presented and reviewed by legal counsel. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

Mr. Cobb presented the Township with a check in the amount of \$1,122.12 for the period of April 2022. The trustees and fire department appreciate this donation and our community will benefit greatly by the charity of this organization.

OLD BUSINESS:

TRUSTEES

Jim said the new building is done on the inside with the exception of signage. They cannot find a landscaper and are offering to give the township a \$2,500 credit if the township would take care of spreading the topsoil. The parking lot still must be finished with appropriate handicap access markings and signage.

Vince spoke with a Davey Tree representative about the trees in the Maple Grove Cemetery so as to get a better idea of what the costs would be. The person he met with was in the wrong division for giving quotes, but said just driving through, he saw at least a dozen trees that should be removed right away. Vince is contacting someone in the other division.

FISCAL OFFICER

The auditors came and picked up all of the 2020/2021 records to begin their work. BWC sent notification of their audit and Gail has responded to them, letting them know our records are currently under audit elsewhere.

Hank asked how the response was for the ad for the new Zoning Secretary. Gail updated him on what has come in so far.

DEPARTMENTAL REPORTS**ROAD DEPARTMENT**

Ray was absent and Vince reported the following:

The County has submitted the application on behalf of the township for next year's OPWC project.

The County is in the process of making up bid books for this year's repaving project in Forest Ridge Development Phase 2.

Ray has put together several options on which roads to chip and seal this year in the Black Horse area. The Trustees reviewed the options and chose option one which includes the following roads – Hill St, Spring St., Jones St., and Ash St. Next year Ray will do Morgan St. and Bridge St.

A motion by Vince Coia, seconded by Hank Gibson to authorize the chip and seal project with H Luli Construction Co. for streets listed in Option 1 at the cost of \$47,924.00. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

GRANDVIEW CEMETERY

There was one burial and one cremation in the last two weeks

Over the winter vandals on four wheeler's broke several vases throughout the cemetery. The cost to replace them is currently \$260.00/ea. through Portage Marble. Ray said he would replace them as they are noticed and called in.

ZONING DEPARTMENT

Zoning Inspector Brett Psenicka was present and reported the following:

Three recent complaints have been resolved.

Several complaints for high grass have come in, none yet are at the violation level.

The Zoning Commission met May 18, 2022 and adopted a modified zoning district on S. Prospect St.

RES # 22-059 A motion by Jim DiPaola, seconded by Hank Gibson to adopt and certify the final recommendation of the Zoning Commission, as certified in Resolution BZC 2022-01 and adopts the Regional Planning's modification of the re-zoning request to create ONE contiguous Commercial Residential District, extending same along South Prospect Street including adjacent railway areas and a small portion of Township-owned property, thus avoiding any appearance of "spot zoning" and to provide more flexibility in the types of uses permitted. This resolution to be effective June 14, 2022. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

Brett and the Fire Department inspected and signed off on the fire damage work completed at 5360 McCormick Road. The check to return the withheld funds to the property owner is in the checks issued thoday.

A Land Bank abandoned home inspection at 6958 SR44 has been completed Saturday, May 28, 2022.

A Status Conference has been set for Michael Frampton case on June 13, 2022 at 10:00 am. Four permits have been issued and two cases are being prepared for the BZA.

FIRE DEPARTMENT

Fire Chief Mark Kozak was present and reported the following:

The delivery date for the items ordered through the Fire House Subs Grant is now early June.

The Ohio MARCS Grant radio items are slowly arriving.

Mark was notified of getting the \$10,000 award for fire gear through the Ohio Fire Equipment Grant. Gail said the money has already been deposited.

A motion by Hank Gibson, seconded by Jim DiPaola to accept the \$10,000 Ohio Fire Equipment Grant. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

Firefighter Smith has submitted his resignation.

A motion by Hank Gibson, seconded by Jim DiPaola to accept the resignation of Firefighter Diamonta Smith effective June 9, 2022. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

Mark has an applicant who is an EMT and going through paramedic school that he would like to hire.

RES # 22-060 A motion by Hank Gibson, seconded by Vince Coia to authorize hiring Antonio Bennardo as part time EMT Basic at the rate of \$10.00/hour until finished with paramedic school. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

The delivery date of the new fire truck is now at the end of July.

NEW BUSINESS

TRUSTEES

Jim had a meeting with Portage Water Resources regarding the sewer project for Bryn Mawr. The EPA is citing the County Health Dept. for the problems in that neighborhood. The City of Ravenna will do the design, bidding and construction. No date has been set yet. Jim requested that Mr. Finney have a meeting with the residents and explain the situation and process. They are looking for grants to pay for the cost.

There is no start date yet for the sewer project for the Chinn Allotment.

We have not received an update on the project for bathrooms at the King Kennedy Center.

FISCAL OFFICER

RES # 22-061 A motion by Vince Coia, seconded by Hank Gibson to approve POs as listed:

| Item | PO# | Amount | Vendor | Purpose | Fund |
|------|----------|------------|---------------------|------------------------------|-----------|
| A | 12-2022 | \$1,000.00 | -none- BC | Misc. repairs & maint. | General |
| B | 264-2022 | | Void | | |
| C | 265-2022 | \$4,086.00 | Nat'l Bus Furniture | Tables for new bldg. | General |
| D | 266-2022 | \$1,000.00 | Chase | Employment ad on Indeed | General |
| E | 267-2022 | \$500.00 | Beck Sand & Gravel | Gravel for around new bldg.. | General |
| F | 268-2022 | \$350.00 | Portage Marble | Vandalism repair of vase | Grandview |
| G | 269-2022 | \$1,000.00 | Attorney General | EMS Collection fees | EMS fees |

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

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

Another Portage Homes II property has been sold, 548 N Walnut St, and NDS has sent us a check for \$11,183.68.

The township should receive the balance of ARPA money in June.

Pursuant to R.C 121.22(g) Executive Session was requested to discuss an employment issue regarding compensation and to review application for consideration of employment.

A motion by Vince Coia, seconded by Hank Gibson to suspend Regular session at 8:07 pm.

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

A motion Hank Gibson, seconded by Jim DiPaola to enter into Executive session at 8:07 pm. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

Attendance: Vince Coia, Jim DiPaola, Hank Gibson, Gail Pittman and Mark Kozak.

Returned to open session at 8:33 pm.

A motion by Hank Gibson, seconded by Vince Coia to authorize the Fiscal Officer to advertise for full time Administrative Assistant instead of Part Time Secretary: R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

A motion by Vince Coia, seconded by Jim DiPaola to set a work session meeting for the Fire Department on July 13, 2022 at 5:30 pm: R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

ADJOURNMENT

A motion by Vince Coia, seconded by Jim DiPaola to adjourn the meeting at 8:34 pm. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mrs. Gibson, yes. Motion Passed.

ATTEST:

CHAIR

TRUSTEE

FISCAL OFFICER

TRUSTEE