

**RAVENNA TOWNSHIP BOARD OF TRUSTEES  
MINUTES OF EMERGENCY MEETING OF JULY 28, 2022**

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The Ravenna Township Board of Trustees met in Special Emergency Session at the Ravenna Township Trustee's Meeting Room, 6145 Spring Street, Ravenna, Ohio, on July 28, 2022. Trustee Vince Coia called the meeting to order at 12:15 PM.

Roll call showed the following present: Trustees Vince Coia, Jim DiPaola and Hank Gibson, Fiscal Officer Gail Pittman and Assistant Fiscal Officer Jon Summers.

The purpose of the meeting is to review the 2021/2020 draft audit report, authorize a new permanent fund, transfers, purchase orders and payment necessary as a result of audit findings. Gail spoke about the auditor findings and necessary changes and adjustments.

The Flagpole Bequest Fund is currently in the private purpose section of the financial reporting and needs to be moved to the permanent fund section. It must be completed prior to report submission to the State due August 1, 2022. In order to make this change, the new fund must be authorized and approved by the trustees.

**RES # 22-084** Vince Coia moved the adoption of the following resolution:

WHEREAS, In accordance with Ohio Rev. Code Sec 5705.09(F), the township shall establish funds to hold money that is required to be accounted for separately than all other funds

WHEREAS, The township has a bequest for the flagpole that is required to be held as a permanent fund.

RESOLVED, The township establishes permanent fund #4971 Flagpole Bequest Fund under Ohio Rev. Code Sec 5705.09(F).

Hank T. Gibson, seconded the motion, and the roll call was as follows:

R/C: Vince Coia, yes; Jim DiPaola, yes; Hank T. Gibson, yes. Motion Carried.

**RES # 22-085** A motion by Jim DiPaola, seconded by Vince Coia to authorize the transfer of fund balance \$5,445.78 from fund #9751 to fund #4951 as of 12/31/2021 per audit findings. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

**RES # 22-086** A motion by Vince Coia, seconded by Hank Gibson to authorize the transfer of \$18.06 from fund #9751 to fund #4951 reflecting interest posted in 2022. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

Because of the receipt of the ARPA money, the township budget bumped into the next compensation category for the elected officials in 2021 and it was not caught by the end of that year. As a result, additional compensation must be paid to the elected officials at that time to remain in compliance with ORC.

**RES # 22-087** A motion by Hank Gibson, seconded by Jim DiPaola to authorize the payment of the balance of 2021 wages to the trustees and fiscal officer per the audit findings as calculated with the compensation chart: Gail Pittman, \$3,641.00; Pat Artz and Vince Coia \$4,026.00 each; and Hank Gibson, \$4,242.00. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

Purchase Orders for 2022 were re-issued to correct the Fiscal Officer Certification.

**RES # 22-088** A motion by Vince Coia, seconded by Jim DiPaola to approve the following Then & Now PO's

Item	PO#	Amount	Vendor	Purpose	Fund
A	300-2022	\$75,919.11	Maple Grove	2022 fees	General
B	301-2022	\$80,483.00	J Herbert Const	Balance of cost due	Capital
C	302-2022	\$22,589.00	OTARMA	2022 ins renewal	various

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

Warrants were reissued under the corrected purchase orders.

**RES # 22-089** A motion by Vince Coia, seconded by Hank Gibson to approve the following warrants totaling \$103,072.00 issued under the corrected purchase orders:

#23348 \$22,589.00 OTARMA

#23349 \$80,483.00 J Herbert (Note: previous warrants issued have been voided)

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

**ADJOURNMENT**

A motion by Vince Coia, seconded by Hank Gibson to adjourn the meeting at 12:43 PM.

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

ATTEST:

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CHAIR

\_\_\_\_\_  
TRUSTEE

\_\_\_\_\_  
FISCAL OFFICER

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TRUSTEE