

RAVENNA TOWNSHIP BOARD OF TRUSTEES
MINUTES OF REGULAR MEETING OF JANUARY 24, 2023

The Ravenna Township Board of Trustees met in Regular Session at the Ravenna Township Trustee's Meeting Room, 6145 Spring Street, Ravenna, Ohio, on January 24, 2023. Trustee Jim DiPaola called the meeting to order at 7:05 P.M.

Roll call showed the following present: Trustees Vince Coia, Jim DiPaola and; Fiscal Officer Gail Pittman, Acting Zoning Inspector Melissa Murphy, Fire Liaison Mark Kozak, Road Superintendent Ray Taylor and Assistant Fiscal Officer Jon Summers. Trustee Hank Gibson and Fire Chief Dave Moore were absent. In the audience were Frank Hairston, John Kennedy, Matt Slater and Lee Ann Ferguson.

AUDIENCE

John Kennedy, president of the King Kennedy Community Center, continued discussions regarding the bathroom project at the new gymnasium. Matt Slater, Director of Development for Family & Community Services, thanked the township for the funding they have committed to the King Kennedy bathroom/storage project. He said FCS is working with Summit County on bidding a project using ARPA money spread over several counties. Summit County's sister agency Access Point are partnering with the Lebron James foundation for renovating a clinic, Warren and Lorain Counties are doing structural improvement projects. FCS will do the bid write up and run it past their legal counsel and send it over to the township for our legal counsel's approval.

Lee Ann Ferguson said her neighbor on Hayes Rd has buried a dead horse within 15 foot of the road. Ms. Ferguson lives downhill of the burial site and is concerned about the water run off over her driveway and other health factors of the burial of the large animal. She has contacted someone at the Health Dept. and the Dept. of Agriculture.

REGULAR BUSINESS

The approval of the minutes of the Regular Meeting of January 10, 2023 was tabled.

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

A motion by Jim DiPaola, seconded by Vince Coia to approve payroll warrants for January 27, 2023 in the amount of \$40,783.85 and other warrants in the amount of \$13,474.59 with warrants over \$1,000.00 being read aloud for approval. R/C: Mr. Coia, yes; Mr. DiPaola, yes. Motion Passed.

OLD BUSINESS:
TRUSTEES

RES # 23-009 A motion by Jim DiPaola, seconded by Vince Coia to authorize reimbursement of travel expenses to and from the OTA conference in Columbus this week. R/C: Mr. Coia, yes; Mr. DiPaola, yes. Motion Passed.

FISCAL OFFICER

Gail said the IRS has updated the mileage rate for 2023

RES # 23-010 A motion by Vince Coia, seconded by Jim DiPaola to authorize reimbursement of travel expenses at the 2023 IRS mileage rate for businesses at \$0.655/mile. R/C: Mr. Coia, yes; Mr. DiPaola, yes. Motion Passed.

DEPARTMENTAL REPORTS

ROAD DEPARTMENT

Ray was present and reported the following:

We have not received any applications yet for the open road positions. The Facebook and webpage notices are not effective. Ray requested we advertise on Indeed.com or something for the full-time position. The part time position he isn't as concerned about at this time. Gail suggested using Zip Recruiter.

A motion by Vince Coia, seconded by Jim DiPaola to authorize advertising on Zip Recruiter for the open full-time road position and zoning inspector position. R/C: Mr. Coia, yes; Mr. DiPaola, yes. Motion Passed.

Ray presented the state bid quote from Hi-Vac for the sewer jet.

RES # 23-011 **Be It Resolved** *by the Township Trustees of Ravenna Township*

WHEREAS, this date, January 24, 2023, Trustee Vince Coia moved the adoption of the following Resolution:

WHEREAS, the Township has received a distribution of monies (the "ARPA Funds") from the American Rescue Plan Act of 2021 ("ARPA" or the "Act"); and

WHEREAS, Congress passed the Act effective March 11, 2021; and

WHEREAS, Section 603 created the Coronavirus Local Fiscal Recovery Fund which, among other things, appropriated money to cities, nonentitlement units of local government, and counties to mitigate the fiscal effects stemming from the public health emergency with respect to the Coronavirus Disease (Covid-19); and

WHEREAS, Section 603(c) generally provides that:

(1) **USE OF FUNDS.** Subject to paragraph (2), and except as provided in paragraphs (3) and (4), a metropolitan city, nonentitlement unit of local government, or county shall only use the funds provided under a payment made under this section to cover costs incurred by the metropolitan city, nonentitlement unit of local government, or county, by December 31, 2024 -

(A) to respond to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19) or its negative economic impacts, including assistance to households, small businesses, and nonprofits, or aid to impacted industries such as tourism, travel, and hospitality;

(B) to respond to workers performing essential work during the COVID-19 public health emergency by providing premium pay to eligible workers of the metropolitan city, nonentitlement unit of local government, or county that are performing such essential work, or by providing grants to eligible employers that have eligible workers who perform essential work;

(C) for the provision of government services to the extent of the reduction in revenue of such metropolitan city, nonentitlement unit of local government, or county due to the COVID-19 public health emergency relative to revenues collected in the most recent full fiscal year of the metropolitan city, nonentitlement unit of local government, or county prior to the emergency; or

(D) to make necessary investments in water, sewer, or broadband infrastructure.

WHEREAS, Department of Treasury Final Rule, published on January 6, 2022, and effective April 1, 2022, provides in part that:

Treasury presumes that up to \$10 million in revenue has been lost due to the public health emergency and recipients are permitted to use that amount (not to exceed the award amount) to fund “government services.” [The “standard allowance”].

WHEREAS, the Rule further observes that:

The standard allowance provides an estimate of revenue loss that is based on an extensive analysis of average revenue loss across states and localities, and offers a simple, convenient way to determine revenue loss particularly for Coronavirus State and Local Fiscal Recovery Fund’s smallest recipients. This change is intended to promote administrative efficiency and simplify revenue loss calculation for smaller recipients.

WHEREAS, the Rule further clarifies that recipients can use:

SLFRF funds on government services up to the revenue loss amount, whether that be the standard allowance amount or the amount calculated using the [Final Rule four-step process]. Government services generally include any service traditionally provided by a government, unless treasury has stated otherwise.

WHEREAS, some common examples of “government services” expressly recognized by Treasury are as follows:

- **Road building and maintenance, and other infrastructure**
- **Health services**
- **General government administration, staff, and administrative facilities**
- **Environmental remediation**
- **Provision of police, fire, and other public safety services (including purchase of fire trucks and police vehicles)**
- **Maintenance or pay-go funded building infrastructure**
- **Modernization of cybersecurity, including hardware, software, and protection of critical infrastructure**

WHEREAS, “Government services is [deemed by Treasury] the most flexible eligible use category under the SLFRF program, and funds are subject to streamlined reporting and compliance requirements;” and

WHEREAS, funds utilized pursuant to the standard revenue loss allowance continue to have certain restrictions, including:

- **Deposit into pension funds**
- **Satisfaction of settlements or judgments**
- **Contributions to financial reserves or “rainy day” funds**

WHEREAS, the Board of Trustees has identified a project which, in the judgment of the Board, qualifies as a permitted use of the ARPA Funds, in direct support of governmental services, which consists of the following:

Purchase of sewer jet equipment from Hi-Vac at the quoted price of \$103,921.00 plus freight. The cost is in accordance with state bid purchase and as a result, does not need additional bidding.

(the “Project”).

NOW THEREFORE, it is hereby RESOLVED by the Board that:

1. The Township elected to use the standard allowance by way of Resolution 22-038, passed April 29, 2022 and its presumption of revenue loss due to the public health emergency and to use the amount authorized herein to fund government services.

2. The Project is hereby authorized and shall be paid for from the ARPA Funds in the amount of/an amount not to exceed: \$103,921.00 plus freight.

3. The Project described herein serves the objectives of the Act by providing services traditionally provided by a government, namely:

- Police protection
- Fire and emergency medical services
- Road repair, maintenance and other transportation and safety services
- Public infrastructure support
- General government administration and administrative facilities
- Land use regulations and enforcement
- Parks and recreational facilities and programs
- Other

4. Accordingly, the Project is in the best interests of the Township and is deemed a priority for the community.

5. No obligations paid under the authority of this Resolution were incurred prior to March 3, 2021.

Trustee Jim DiPaola seconded the Motion, and thereupon, the roll call votes are as follows:
R/C: Mr. Coia, yes; Mr. DiPaola, yes. Motion Carried.

Ray requested that the old Kubota tractor be declared obsolete so he can place it on GovDeals.com for sale

RES # 23-012 A motion by Jim DiPaola, seconded by Vince Coia to declare the old Kubota tractor obsolete and to authorize placing it on GovDeals.com for sale with a designated minimum sale price. R/C: Mr. Coia, yes; Mr. DiPaola, yes. Motion Passed.

Ray said he will need to request an executive session at the end of the meeting to discuss an employee compensation matter.

GRANDVIEW CEMETERY

There was one burial in the past two weeks.

The blue gator mats are performing well and Ray requested the purchase of more of them. He would like to eliminate using plywood because of the weight of it when wet. The mats are much more efficient and safer to use.

RES # 23-013 A motion by Vince Coia, seconded by Jim DiPaola to authorize the purchase of 40 Blue Gator Mats from WL Tucker Supply at the cost of \$250/sheet for a total cost of \$10,000.00. R/C: Mr. Coia, yes; Mr. DiPaola, yes. Motion Passed.

ZONING DEPARTMENT

Acting Zoning Inspector Melissa Murphy was present and reported the following:

A fence application came in for 7686 Peck Rd. It is actually a fence relocation issue with an oversized fence being placed in the front yard of the residence. He needs to file for a variance through the BZA, not file for a fence application. Melissa has emailed him the details so he can make the deadline for a March hearing. He was previously issued a variance for a fence, but now he wants to put in something different than what he was approved for and that requires a new variance hearing.

A demolition permit has been issued for 6370 Bridge Street owned by the PC Land Reutilization Corp. Demo will be done by Gibbs Construction from Warren, Ohio.

A resident has inquired about purchasing the lot on Hill Street owned by the township. The trustees said historically the policy has been to offer these types of lots at the appraised value on the county auditor's site. The lot that was inquired about is currently valued at \$7,800.

FIRE DEPARTMENT

Fire Chief Dave Moore was absent and no report was given:

LIAISON

Mark is working on some FEMA grants and civil rights grants.

NEW BUSINESS

TRUSTEES

RES # 23-014 A motion by Vince Coia, seconded by Jim DiPaola to authorize the travel expenses to Marietta to view the sewer jet and make sure it is appropriate for the township use.

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

Vince will try to pick up the source books for the township while he is at the OTA conference in Columbus on Thursday.

FISCAL OFFICER

CTMS has given the township a new spam filter for email.

RES # 23-015 A motion by Jim DiPaola, seconded by Vince Coia to approve POs as listed:

Item	PO#	Amount	Vendor	Purpose	Fund
A	115-2023	500.00	Chase	Road supplies	Road
B	116-2023	254.59	Gannett Holding	Record Courier subscription	General
C	117-2023	67.97	Airgas	Tank rental	Road
D	118-2023	124.69	PC Water Res.	Sewer for meeting room	General
E	119-2023	11,000.00	WL Tucker Supply	Mats	Grandview
F	120-2023	427.00	Workers Comp	2022 true up balance due	Gen, Rd, Fire
G	121-2023	175.00	Clemans, Nelson	T&N Dec retainer	General
H	122-2023	106,000.00	Hi-Vac	Sewer jet	ARPA

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

Financial reports will be sent to the Trustees and department heads in Excel format tomorrow.

RES # 23-016 A motion by Vince Coia, seconded by Jim DiPaola to approve sick leave donation of 40 hours from Ray Taylor to Melissa Murphy under the policy previously approved under resolution #16-165. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

The BWC true up is completed.

Year end work is in process.

Gail requested executive session to discuss employee compensation.

Pursuant to R.C 121.22(g) Executive Session was requested for the purpose of discussing employee compensation.

A motion by Vince Coia, seconded by Jim DiPaola to suspend Regular session at 8:33 pm. R/C: Mr. Coia, yes; Mr. DiPaola, yes. Motion Carried.

A motion by Hank Gibson, seconded by Jim DiPaola to enter into Executive session at 8:33 pm. R/C: R/C: Mr. Coia, yes; Mr. DiPaola, yes. Motion Carried.

Attendance: Jim DiPaola, Vince Coia, Gail Pittman, Ray Taylor, and Mark Kozak.

Returned to open session at 9:32 pm.

RES # 22-017 A motion by Vince Coia, seconded by Jim DiPaola to authorize a \$1.00/hr. increase for Melissa Murphy at the end of her six-month probationary period at February 1, 2023. R/C: Mr. Coia, yes; Mr. DiPaola, yes. Motion Passed.

A motion by Vince Coia, seconded by Jim DiPaola to accept the generous \$300.00 Fire Dept. donations made in the remembrance of Joyce McMenemy. R/C: Mr. Coia, yes; Mr. DiPaola, yes. Motion Passed.

ADJOURNMENT

A motion by Vince Coia, seconded by Jim DiPaola to adjourn the meeting at 9:32 pm. R/C: Mr. Coia, yes; Mr. DiPaola, yes. Motion Passed.

ATTEST:

CHAIR

TRUSTEE

FISCAL OFFICER

TRUSTEE