

**RAVENNA TOWNSHIP BOARD OF TRUSTEES**  
**MINUTES OF REGULAR MEETING OF MARCH 7, 2023**

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The Ravenna Township Board of Trustees met in Regular Session at the Ravenna Township Trustee's Meeting Room, 6145 Spring Street, Ravenna, Ohio, on March 7, 2023. Trustee Hank Gibson called the meeting to order at 7:00 P.M.

Roll call showed the following present: Trustees Vince Coia, Jim DiPaola, and Hank Gibson; Fiscal Officer Gail Pittman, Acting Zoning Inspector Melissa Murphy, Road Superintendent Ray Taylor, and Assistant Fiscal Officer Jon Summers. Fire Chief Dave Moore was absent. Lee Lundblad from the Portager was in the audience.

**REGULAR BUSINESS**

A motion by Vince Coia, seconded by Jim DiPaola to approve the minutes of the Regular Meeting of February 21, 2023. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

A motion by Jim DiPaola, seconded by Vince Coia to approve the minutes of the Special Meeting of February 24, 2023. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, abstain. Motion Passed.

Hank 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 March 10, 2023 in the amount of \$53,234.47 and other warrants in the amount of \$9,154.02 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**

None.

**OLD BUSINESS:**  
**TRUSTEES**

Jim gave an update about the status of the derailment in the Township. A recent news report by Sherrod Brown listing 4 derailments in Ohio in the last 5 months was inaccurate and left Ravenna Township off the list. Fox 8 met Jim and a resident by the site of the derailment to discuss the status of cleanup. The resident has had his septic leach bed destroyed by the train. Norfolk Southern has not cleaned up the debris and has not done anything to fix his septic. The health department has been in contact with the resident and has ordered him to clean it up. When the derailment happened, the private road was blocked for 3 days and those residents couldn't get out of their homes. Jim interviewed with Channel 21 on site today and after the interview a representative from Norfolk Southern showed up to see what they need to do. The cost to repair the resident's septic is estimated to be about \$30,000.

Vince spoke about the debris and garbage dumped on the property by Wal-Mart. The property owner has dumped the trash on his own property. The prosecutor has advised us to cite the property owner for dumping his own trash. A police report for littering and harassment has already been filed. The property owner is angry that the township did not pay his court fees. According to Vince, the owner was to turn over his title to the RV so that the township could dispose of it as a

condition of the township paying court costs, and he failed to do that. According to the Sheriff's Department, he has parked the RV in the woods.

### **FISCAL OFFICER**

The township must adopt revised policies for Equal Opportunities and nondiscrimination to comply with any future grant requirements. Gail has requested that legal counsel modify the policy.

A motion by Hank Gibson, seconded by Vince Coia to send the revised Equal Employee Opportunity/non-discrimination/workplace violence policy to Chad Murdock for revision and modification. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

### **DEPARTMENTAL REPORTS**

#### **ROAD DEPARTMENT**

*Ray was present and reported the following:*

Nathan Holt, the new full time Road Crew worker, started on February 28, 2023. Ray is now concentrating on filling the empty part time vacancy.

The old roadside mower was sold on GovDeals.com for \$27,500 and has been picked up already. Ray thanked Mark and Melissa for their help with GovDeals. Gail asked Jon to make sure the old mower was removed from the insurance and verify the new one is on the list.

Ray requested permission to order the annual safety apparel through HiVis.com. He's put together a list which totals close to \$700.00.

A motion by Vince Coia, seconded by Jim DiPaola to authorize Ray to order the spring safety apparel for the Road Crew through HiVisSupply.com. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

#### **GRANDVIEW CEMETERY**

There was one burial and two cremations in the past two weeks.

The cemetery cleanup began on March 1, 2023. Holiday decorations, dead flowers etc. were removed.

Ray has identified another set of plots that have been double sold by the previous owners. Ray has offered plots in another area which has been accepted.

Levi Wilson quoted mowing prices at the same rate as last year.

**RES # 23-047** A motion by Vince Coia, seconded by Hank Gibson to approve the contract from Lawnworks (Jordan Levi Wilson) for the mowing of the cemetery at the cost of \$600/mow as needed. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

The trustees asked whether Ray had gotten any info regarding pricing for the spring cleanup. Ray said he has a quote from H&H Dumpster in Rootstown at \$695/container. Ray has told them he will probably need at least 4 containers and has tentatively lined up April 22, 2023. Hank said he would like to have a container in both Skeels and McElrath again this year.

A motion by Vince Coia, seconded by Hank Gibson to authorize Ray to set the Spring Cleanup date to April 22, 2023 from 8:00 AM through Noon for drop off behind the Township building, and to have H&H Dumpster provide enough containers at a cost of \$695/container with an additional container in both the Skeels Development and the McElrath Development. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

**ZONING DEPARTMENT**

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

The BZA will meet Wednesday, March 8, 2023, for two variance applications: one for an 8 foot fence in the front yard at 7686 Peck Rd, the other for a request to use a shipping container for storage at 7107 SR 88.

There were two permits issued in the past 2 weeks, one a fence and one an accessory building.

There is an agricultural exemption application for a 34 acre site on SR 44 which is still in review.

Several sections of the Zoning Code Book are being updated and reviewed by the Zoning Commission at their next meeting scheduled on April 19, 2023.

**FIRE DEPARTMENT**

*Fire Chief Dave Moore was absent, Mark Kozak reported the following:*

The Excess funding purchases under the FEMA AFG 2022 Grant has been delayed.

The board has met with two applicants for the open full-time firefighter position.

**RES # 23-048** A motion by Hank Gibson, seconded by Vince Coia to hire Dylan Keba as full time Firefighter, subject to passing physical and drug tests, at a starting rate per the MOU effective ASAP. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

Mark needs an executive session at the end of the meeting to discuss employee compensation.

The Fire Department is planning to paint and rearrange the front hallway and paint the front bathroom. They will be doing spring cleaning in the bay areas, reorganizing and planning for the new storage building.

The two squads will be going out for their preventative maintenance, consecutively, at Klaben Ford.

**NEW BUSINESS****TRUSTEES**

None.

**FISCAL OFFICER**

Gail has added POs for a large part of the remainder of 2023.

**RES # 23-049** A motion by Hank Gibson, seconded by Jim DiPaola to approve POs as listed on the supplemental report totaling \$504,405.49. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

**RES # 23-050** A motion by Vince Coia, seconded by Jim DiPaola to approve and accept the February 2023 bank reconciliation and financial reports as presented by the Fiscal Officer. R/C: Vince Coia, yes; Jim DiPaola, yes; Hank T. Gibson, yes. Motion Passed.

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

**RES # 23-051** A motion by Vince Coia, seconded by Jim DiPaola to approve budgetary changes as follows for Revenue:

Revenue Budget Changes				
Fund #	Fund Name	From	To	Increase (Decrease)
2901	FEMA	\$19,544.76	\$28,723.80	\$9,179.04

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

Gail requested executive session to discuss a financial hardship case submitted by Life Force.

Pursuant to R.C 121.22(g) Executive Session was requested for the purpose of discussing employment compensation and a hardship application which needs to remain private according to HIPAA.

A motion by Hank Gibson, seconded by Vince Coia to suspend Regular session at 7:50 pm. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

A motion by Hank Gibson, seconded by Vince Coia to enter into Executive session at 7:50 pm. R/C: R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

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

Returned to open session at 8:12 pm.

**RES # 23-052** A motion by Hank Gibson, seconded by Jim DiPaola to authorize accepting a payment plan of \$10/month for the financial hardship case submitted by LifeForce. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

**ADJOURNMENT**

A motion by Hank Gibson, seconded by Jim DiPaola to adjourn the meeting at 8:21 pm. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

ATTEST:

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CHAIR

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TRUSTEE

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FISCAL OFFICER

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TRUSTEE