

**RAVENNA TOWNSHIP BOARD OF TRUSTEES**  
**MINUTES OF REGULAR MEETING OF APRIL 4, 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 April 4, 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, Fire Chief Dave Moore, Acting Zoning Inspector Melissa Murphy and Assistant Fiscal Officer Jon Summers. Fiscal Officer Gail Pittman and Road Superintendent Ray Taylor were absent.

**AUDIENCE**

None

**REGULAR BUSINESS**

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

A motion by Jim DiPaola, seconded by Hank Gibson to approve the minutes of the Special Meeting of March 27, 2023. R/C: Mr. Coia, abstain; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

A motion by Vince Coia, seconded by Jim DiPaola to approve the minutes of the Special Meeting of March 29, 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 April 7, 2023 in the amount of \$58,959.48 and other warrants in the amount of \$7,700.63 with warrants over \$1,000.00 being read aloud for approval. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

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

Vince said he has a meeting the following day with Ryan Poland to review and get the appraisal of the Cleveland Rd property.

Jim said Lori Rotondo contacted Melissa again regarding the open Zoning Inspector position and stated she is interested. The trustees said to hire her ASAP.

**RES # 23-067** A motion by Jim DiPaola, seconded by Vince Coia to hire Lori Rotondo as Zoning Inspector effective immediately at the pay rate of \$17.00 per hour pending clean drug screen. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

**FISCAL OFFICER**

None

**DEPARTMENTAL REPORTS**  
**ROAD DEPARTMENT**

*Ray was absent and no report was given:*

Vince said he had spoken to a resident regarding chipping. There are lots of branches from the storms from the past two weeks. Vince talked with Doug and they were getting the salt spreader removed from one of the trucks this week and will be servicing the chipper to go do some clean up around the township.

Jon said he had received an application from someone interested in the part time road position.

### **GRANDVIEW CEMETERY**

None

### **ZONING DEPARTMENT**

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

The Zoning Board of Appeals will meet April 12, 2023 at 6:00 PM to consider a request for a commercial sign on a residentially zoned property.

Five permits and seven violation letters have been issued in the last two weeks.

The Zoning Commission will be meeting April 19, 2023 to edit code violation sections.

### **FIRE DEPARTMENT**

*Fire Chief Dave Moore was present and reported the following:*

The \$4,500 Walmart grant has been submitted.

Training on new Industrial Scientific gas monitors has been completed. We will need two ethernet drops in the front office for calibration equipment.

The ACLS and PALS training is scheduled for April 6, 2023 and April 7, 2023.

Vehicle extrication training was done March 25, 2023. The junked cars are being kept for now to demonstrate new rescue struts.

Hose and nozzle demonstration will be tomorrow. Other departments have been invited to participate.

The Easter Egg Hunt will be this Saturday from 10:00 AM until noon. Dave's son will be the Easter Bunny.

A swearing in ceremony for the new fulltime firefighters will be held April 11, 2023 at 7:00 PM. The union will provide cake and refreshments.

Dave requested some purchases for the new Silverado pickup.

A motion by Hank Gibson, seconded by Jim DiPaola to approve the purchase of a Line-X bed liner for the new Silverado at the price of \$625.00. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

A motion by Vince Coia, seconded by Jim DiPaola to approve the purchase of a tonneau cover for the new Silverado from R&S Truck Caps at the price of \$1,210.00. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

A motion by Hank Gibson, seconded by Jim DiPaola to approve the graphic lettering of the new Silverado from LAAD Lighting at the cost of \$2,100.00. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

**RES # 23-068** A motion by Vince Coia, seconded by Hank Gibson to reimburse Chief Moore \$176.81 for floor liners for the new Silverado and for a replacement leather helmet front,

both items having been purchased on his personal credit card. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

The painting in the front hall area is done and they are moving on to working on the entry vestibule. The bays have been cleaned out and battery chargers have been moved.

Vehicle #2412 will be going out for PM at Klaben. They will not be taking it until Klaben calls and says they have an opening. #2411 just sat at Klaben for a week.

Dave gave the March activity report

## **NEW BUSINESS**

### **TRUSTEES**

The Portage County Commissioners sent a letter requesting the Trustees input on the handling of large wind and solar farm permitting and construction within the county. The trustees discussed it and will come up with something at the next meeting.

We have been notified that the State has elected to participate in one or more of five national opioid settlements and Gail is asking if the trustees wanted her to register for them?

**RES # 23-069** A motion by Hank Gibson, seconded by Vince Coia to authorize the Fiscal Officer to register the Township to participate in one or more of the national opioid settlements with the state. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

### **FISCAL OFFICER**

**RES # 23-070** A motion by Hank Gibson, seconded by Jim DiPaola to approve POs as listed:

Item	PO#	Amount	Vendor	Purpose	Fund
A	230-2023	\$500.00	Edinburg Tractor	Supplies	Road
B	231-2023	\$400.00	Chase Card	Easter supplies from NOPEC	General
C	232-2023	\$948.00	Treas. of Ohio	UAN fees Q2.2023	General
D	233-2023	\$3,000.00	Treas. of Ohio	UAN Fees next 3 qtrs.	General
E	234-2023	\$500.00	Marchese Comm	Electronic repairs to vehicles	Fire
F	235-2023	\$1,500.00	R&S Truck Caps	Truck cap for Silverado	Fire
G	236-2023	\$625.00	Line-X	Bed liner for Silverado	Fire
H	237-2023	\$120.00	David H. Moore	Floor mats for Silverado	Fire
I	238-2023	\$2,100.00	Laad Sign & Lighting	Graphics for Silverado	Fire
J	239-2023	\$56.81	Dave Moore	Badge for helmet	Fire

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.

Gail informed the trustees of the transactional expenses associated with the current main checking account. The account is interest earning, but the expenses are far outdoing the interest being earned and Gail is looking for alternatives. She requested the trustees enable her to make whatever necessary movements of money between the current checking, savings, and Star Ohio accounts to maximize the interest being earned and minimize the associated transactional costs while she investigates the best changes to be made to the accounts.

**RES # 23-071** A motion by Vince Coia, seconded by Hank Gibson to authorize the Fiscal Officer to make whatever money transfers in any amounts between the main checking, the savings and the Star Ohio accounts so as to maximize the interest earnings and minimize the associated expenses. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

**RES # 23-072** A motion by Hank Gibson, seconded by Jim DiPaola to authorize the budgetary appropriation changes as follows:

<b>Appropriation Budget Changes</b>				
<b>Fund #</b>	<b>Fund Name</b>	<b>From</b>	<b>To</b>	<b>Increase (Decrease)</b>
2901	FEMA	\$0.00	\$22,806.19	\$22,806.19
2905	Opioid One Settlement	\$500.00	\$541.66	\$41.66

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

Hank asked the Fire Chief how the Employment Fair went. Dave said it went pretty well; we have five names of students showing interest.

**ADJOURNMENT**

A motion by Vince Coia, seconded by Jim DiPaola to adjourn the meeting at 8:04 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