

**RAVENNA TOWNSHIP BOARD OF TRUSTEES
MINUTES OF REGULAR MEETING OF JULY 11, 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 July 11, 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, Fire Chief Dave Moore, Fire Liaison Mark Kozak, Zoning Inspector Lori Rotondo, Road Superintendent Ray Taylor, and Assistant Fiscal Officer Jon Summers. In the audience were Frank Hairston, Randi Clites, Mr. and Mrs. Donald Nelson, Ryan Bisari, and Amelia Wolf.

AUDIENCE

Frank Hairston spoke with Dan Morgani about demolition of properties in the McElrath and Skeels developments. Frank brought Mr. and Mrs. Nelson to the meeting because they have properties in McElrath that would qualify for land bank consideration.

Donald Nelson said he has a vacant house at 6640 Sumner St. that he had boarded up. Someone has come in and stripped all the wiring and plumbing from the building. It is no longer livable and he would like to know how he can go about getting it demolished. Jim said the property has to be condemned by the Fire Department, the Health Department, and the Building Department. Once they all sign off on that, the request would go to Mr. Morgani for consideration of demolition.

Frank said he has a meeting set for Thursday at 10 am with the County Prosecutor to discuss renaming the street discussed at the last meeting. He also said the bids for the King Kennedy project are going out soon.

Randi Clites, from the Board of Elections, spoke about the upcoming Special Election on August 8, 2023. She said they are looking for volunteers to work as poll workers as there are a shortage right now. They will be paid \$20 for a training class and then paid \$130 the day of the election.

REGULAR BUSINESS

A motion by Vince Coia, seconded by Jim DiPaola to approve the minutes of the Regular Meeting of June 27, 2023. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

Hank 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 July 14, 2023 in the amount of \$64,118.48 and other warrants in the amount of \$18,499.88 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**

The Trustees opened the submitted bids for the paving project. The results of the submitted bids were as follows:

Cardinal Asphalt	\$183,326.50
Perrin Asphalt	\$194,840.50
Barbicas Construction	\$218,125.75

Geauga Highway	\$220,147.50
Ronyak Paving	\$245,505.00
Karvo Companies	\$255,008.25

The apparent low bidder was Cardinal Asphalt. The bids will be taken to the Portage County Engineer’s office for tabulation and verification and then to the Portage County Prosecutor for review.

Vince said he received an email from the OPWC wanting him to sign the paving project paperwork electronically. Gail worked with him to get that done and saved.

RES # 23-119 A motion by Vince Coia, seconded by Hank Gibson to approve and authorize the 2024 Tax Revenue Budget as presented by the Fiscal Officer:

#	Description	Beg Fund	Revenue	Expenses	Ending Fund
1000	General	980,121.41	695,846.00	751,025.33	924,942.07
2011	Road MVL	30,830.12	82,500.00	80,000.00	33,330.12
2021	Road Gas Tax	25,121.11	137,000.00	159,884.20	2,236.91
2031	Road & Bridge	624,698.94	352,346.00	387,936.73	589,108.21
2041	Cemetery-Grandview	168,097.28	60,700.00	70,525.00	158,272.28
2111	Fire	651,764.26	710,114.00	818,557.00	543,321.26
2273	ARPA	440,237.61	-	182,483.00	257,754.61
2281	Fire EMS	162,952.10	257,000.00	207,113.00	212,839.10
2282	EMS Levy	179,472.49	287,181.00	288,527.00	178,126.49
2401	Special-PMHA	1,288.22	300.00	15.00	1,573.22
2402	Special-Pine Ridge	1,884.77	500.00	12.33	2,372.44
2403	Special Forest Ridge 1&2	5,172.12	1,200.00	33.12	6,339.00
2404	Special Forest Ridge 3&4	3,380.11	750.00	22.82	4,107.29
2405	Breakneck	3,017.54	700.00	24.38	3,693.16
2406	Special Forest Ridge 5&6	1,624.61	350.00	12.84	1,961.77
2901	Special-FEMA	13,627.15	-	-	13,627.15
2902	Special-Flagpole Maint	17,635.44	-	-	17,635.44
2905	One Ohio Opioid Fund	-	-	-	-
4401	Public Works Comm	-	-	-	-
4901	Capital Projects	454,304.80	-	-	454,304.80
4951	Flagpole Bequest Fund	5,842.82	125.00	-	5,967.82
9002	Agency-Fire Loss	-	-	-	-
Grand Total		3,771,072.90	2,586,612.00	2,946,171.75	3,411,513.15

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

FISCAL OFFICER

The Audit Extension Agreement has been finalized. The cost will be \$5,025.00 for the 2022/23 audit and \$5,550.00 for the 2024/25 years.

Gail has moved an additional \$250,000 from Chase to Star Ohio. The Star Ohio balance is now \$3.1 million and Chase is \$980,000.

DEPARTMENTAL REPORTS

ROAD DEPARTMENT

Ray was present and reported the following:

The work on Winding Creek Dr. is about 90% complete. Once that is finished the road crew will focus on Marian Rd and Edwards Rd in preparation for the upcoming paving project.

Roadside mowing is being done.

Ray said he needed to purchase new blades for the chipper from Vermeer Sales. It should be under \$300.00.

A motion by Vince Coia, seconded by Hank Gibson to authorize the purchase of chipper blades at a cost not to exceed \$300.00 from Vermeer Sales. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

GRANDVIEW CEMETERY

There was one cremation done in the past two weeks.

Ray will be working with Melissa to write for the \$2,500 Cemetery Grant. Gail said Frank Cimino forwarded the cemetery grant opportunity information to her through Chad Murdock; although we already were in the process of reviewing it to apply.

A motion by Vince Coia, seconded by Jim DiPaola to authorize Ray Taylor to apply for the \$2,500 Cemetery Grant on behalf of the Township. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

ZONING DEPARTMENT

Zoning Inspector Lori Rotondo was present and reported the following:

Lori said compliance on violation citations are still going well. She asked for two more resolutions to forward additional violations on to the attorney for enforcement.

RES # 23-120 Jim DiPaola moved the adoption of the following resolution:

WHEREAS, the Township Zoning Inspector has notified the occupants of 6139 Lakewood Rd., Parcel #29-343-00-00-063-000 in Ravenna Township, Portage County, Ohio that they are in violation of having junk vehicles and rubbish & garbage on said property. Pursuant to Township Zoning Resolution 605.00(D4) and the Exterior Property Maintenance Codes, 302.8 and 307.1.

WHEREAS, as of the date of this resolution, the responsible parties have not complied with previous notices and continue to violate the Township Zoning Code:

NOW THEREFORE, be it Resolved by the Board of Trustees of Ravenna Township, Portage County, Ohio that:

1. The Board hereby directs the Township Attorney to take whatever legal action he deems necessary against the above responsible parties to cause compliance with the Township zoning code, including, but not limited to the filing of a civil complaint and the settlement of such cause.

2. The Board hereby directs the Township Zoning Inspector to assist in such efforts as required by the Township Attorney.

Vince Coia seconded the motion, and the roll call was called on the question of its adoption; the vote was as follows: R/C: Vince Coia, yes; Jim DiPaola, yes; Hank T. Gibson, yes. Motion Carried.

RES # 23-121 Vince Coia moved the adoption of the following resolution:

WHEREAS, the Township Zoning Inspector has notified the occupants of 6147 Lakewood Rd., Parcel #29-343-00-00-064-001 in Ravenna Township, Portage County, Ohio that they are in violation of having junk vehicles, rubbish & garbage, and too many accessory buildings on said property. Pursuant to Township Zoning Resolution 605.00(D4) and the Exterior Property Codes, 117.4 and 307.1.

WHEREAS, as of the date of this resolution, the responsible parties have not complied with previous notices and continue to violate the Township Zoning Code:

NOW THEREFORE, be it Resolved by the Board of Trustees of Ravenna Township, Portage County, Ohio that:

1. The Board hereby directs the Township Attorney to take whatever legal action he deems necessary against the above responsible parties to cause compliance with the Township zoning code, including, but not limited to the filing of a civil complaint and the settlement of such cause.
2. The Board hereby directs the Township Zoning Inspector to assist in such efforts as required by the Township Attorney.

Jim DiPaola seconded the motion, and the roll call was called on the question of its adoption; the vote was as follows: R/C: Vince Coia, yes; Jim DiPaola, yes; Hank T. Gibson, yes. Motion Carried.

Lori said she has a meeting scheduled with the Attorney Murdock this Thursday at noon to discuss a court case for property in the Skeels development, the owner is deceased.

FIRE DEPARTMENT

Fire Chief Dave Moore was present and reported the following:

The Fire Dept has been very busy today, including a grass fire up on Lake Rockwell Rd.

Several members of the department would like to join the special teams in the county – Firefighter Cook would like to join the USAR, Firefighters Adams and Heffley would like to join the Dive team where the Chief already participates.

The Chief requested to purchase several different things.

A motion by Hank Gibson, seconded by Jim DiPaola to authorize the purchase of an AED for the training room from Grainger at the cost of \$2,500.00. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

A motion by Hank Gibson, seconded by Vince Coia to authorize the purchase of an air hose reel and 2 air hoses from amazon at the cost not to exceed \$400.00. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

Chief Moore recommended contracting with Turnouts for advanced cleaning, inspections and repairs of turnout gear.

RES # 23-122 A motion by Hank Gibson, seconded by Jim DiPaola to authorize contracting with Turnouts LLC for advanced cleaning, inspections and repairs of turnout gear at the cost of \$3,960 annually. R/C: Mr. Coia, yes; Mr. DiPaola, yes; and Mr. Gibson, yes. Motion Passed.

Unit #2417 needs a new battery. We will start running it more regularly to help maintain the battery.

Unit #2411 has returned to service. The driver’s door still needs lettering.

A motion by Hank Gibson, seconded by Vince Coia to accept the Ohio EMS Grant. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

HB 45 Premium Pay for EMS is for Medicaid providers and pays hazard and premium pay to current employees who worked between January 2020 and April 2023.

A motion by Hank Gibson, seconded by Vince Coia to authorize Mark Kozak to write for the HB45 Premium Pay for EMS grant. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

NEW BUSINESS
TRUSTEES

Vince said T-Mobile has opened a new store in the City of Ravenna by the township’s park and they put a sign in the township park. Vince took the sign down and gave it back to them.

Jim said he spoke with the Land Bank and they said they are in the process of foreclosure on the property on 6292 Hill St. Jim told them that we had a lien on that property. They asked whether we wanted to be a party to the foreclosure. The trustees discussed the property and decided that they would like to be a party to the foreclosure and requested that Jim meet with legal counsel to find out what we have to do to make that happen.

FISCAL OFFICER

RES # 23-123 A motion by Hank Gibson, seconded by Vince Coia to approve POs as listed:

Item	PO#	Amount	Vendor	Purpose	Fund
A	305-2023	\$200.00	Levinsons	Boots for Chief	Fire
B	306-2023	\$100.00	Levinsons	Shirts for Chief	Fire
C	307-2023	\$1,000.00	Stryker	Mattress and straps	Fire
D	308-2023	\$2,000.00	Kozma Electric	Repairs	General
E	309-2023	\$2,000.00	Linde Gas	Oxygen	Fire/ems
F	310-2023	\$475.00	Rt14 Embroidery	Uniforms pt fd	Fire
G	311-2023	\$2,500.00	Witmer	Uniforms pt fd	Fire
H	312-2023	\$4,000.00	Turnouts, LLC	Gear cleaner & repair	Fire
I	313-2023	\$500.00	Vermeer Sales	Chipper blades	Road
J	314-2023	\$2,500.00	Grainger	AED	General
K	315-2023	\$400.00	Chase Card Services	Air hoses and real	Fire
L	316-2023	\$250.00	Turnouts LLC	Detergent	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.

RES # 23-124 A motion by Vince Coia, seconded by Jim DiPaola to approve and accept the June 2023 bank reconciliation and financial reports as presented by the Fiscal Officer. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

There has been a new fraudulent unemployment claim filed for Doug. Gail has reported it to ODJFS. There is still one prior claim that is unresolved and we continue to be billed for it.

ADJOURNMENT

A motion by Jim DiPaola, seconded by Hank Gibson to adjourn the meeting at 9:04 pm. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

ATTEST:

CHAIR

TRUSTEE

FISCAL OFFICER

TRUSTEE