

**RAVENNA TOWNSHIP BOARD OF TRUSTEES
MINUTES OF REGULAR MEETING OF JULY 25, 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 25, 2023. Trustee Hank Gibson called the meeting to order at 7:03 P.M.

Roll call showed the following present: Trustees Vince Coia, Jim DiPaola and Hank Gibson, Fiscal Officer Gail Pittman, Fire Chief Dave Moore, Zoning Inspector Lori Rotondo, Road Superintendent Ray Taylor, and Assistant Fiscal Officer Jon Summers. In the audience were William Hetrick, Thomas Hand, Frank Hairston, Darrell Williams, Sidney Harris, Loretta Jones and Rick Harshbarger.

AUDIENCE

William Hetrick said he and his wife rehab rental properties. He owns the rental property at 6131 Lakewood Rd., which has had a violation from the Zoning Dept forwarded on to the courts. He says he has brought the property into compliance and was surprised to be served with a law suit. He asked that the Trustees review the situation and withdraw the suit. Vince asked Lori to bring them up to speed. Lori stated that she had met with the owners, the front looked good but behind the buildings, the property was still in violation. Mr. Hetrick respectfully disagreed. He said the stuff out there was not rubbish, they were things that are used outside. Both sides showed pictures. Jim said the issue seems to be a storage problem, there are three properties all in a row, two of which belong to Mr. Hetrick, which all seem to have the same issues. William said the other property belongs to his father-in-law who is disabled, he is trying to help him clean his property too. Jim said they can talk about granting an extension of time to come into compliance. William said the deadline for a reply is the 28th and that is why he is requesting an extension. The Trustees agreed to giving him a 30-day extension and asked Lori to follow up with the attorney in the morning.

Frank Hairston brought guests with him, ones that he is working with in the effort to remove dilapidated structures. He explained the process to the audience. He also extended his gratitude to Ray on behalf of his wife regarding Ray's actions to help them with his wife's deceased aunt's burial. Frank gave an update on the King Kennedy project – everything is at NDS and hopefully the bid will be out next week.

Darrel Williams spoke about the structure on their property in Skeels beside the tabernacle church that he is requesting to be torn down.

Rick Harshbarger was following up on his complaint from a few meetings back regarding the neighbors feeding feral cats, which in turn was attracting racoons. He said the neighbors are still feeding the cats, but not as much. Vince mentioned the difficulty in getting the Sheriff's department to enforce ordinances already on the books. Adding another ordinance would still generate the same outcome. Jim stated that, being a township, there is nothing under the ORC that we can do regarding nuisance wildlife. Rick also mentioned about SK damaging the road near the front of the Timber Run development. Ray said he had not noticed that but would check it out.

REGULAR BUSINESS

The approval of the minutes for both the Special Meeting and the Regular Meeting held on July 11, 2023 were tabled until the next meeting.

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 Hank Gibson to approve payroll warrants for July 28, 2023 in the amount of \$41,095.66 and other warrants in the amount of \$65,794.28 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 the public hearing for re-naming the street in the McElrath neighborhood would be held on August 3, 2023 at 9:00 AM and he was planning to attend.

FISCAL OFFICER

Gail requested an executive session at the end of the meeting to discuss a matter required to be kept confidential pursuant to HIPAA, in addition to discussing employee compensation.

The fraudulent unemployment claim recently submitted has been stopped. We had reported it soon enough for them to intercept it and no money had been paid out.

The review of the Ohio Edison costs for the street lighting is still being worked on. The wait times to speak with anyone has been running about an hour. The cost is up another 13% from the previous month.

The use of the zoning cell phone was discussed. A motion by Hank Gibson, seconded by Vince Coia to cancel the zoning cell phone from the township account. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed. Gail said she would have Melissa work on doing that.

DEPARTMENTAL REPORTS

ROAD DEPARTMENT

Ray was present and reported the following:

The awarding of the road project bid is being held up by Cardinal, additional information was requested.

The work on Winding Creek Dr. is complete.

2 repairs on pipes were done on Rausch Ave. Gaps on a few joints were creating sink holes.

New blades were installed on the chipper and it is running well.

The work focus is now on repairs and curb work on Marian Rd. and Edwards Rd. in preparation for the upcoming paving project.

Octane Night on the east end of town is coming up and the City of Ravenna does not want to help in the township's section of SR 59. Barrels are being requested to help with the traffic and Ray said we have some and asked for permission to provide them. The trustees said that was fine, just label the barrels so we get them back.

GRANDVIEW CEMETERY

There was one cremation done in the past two weeks.

John and Rebecca Thomas would like to donate 4 lots back to the township with no restrictions. They have provided the township with a notarized document attesting to the donation.

RES # 23-126 A motion by Vince Coia, seconded by Jim DiPaola to accept without restrictions the donation from John and Rebecca Thomas of 4 cemetery plots located in the Good Shepard Section #66B, lots #1, 2, 3 and 4. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

The \$2,500 Cemetery Grant that Ray and Melissa are working on will be submitted this week. We must wait until grant approval to move forward with any work or purchase orders

ZONING DEPARTMENT

Zoning Inspector Lori Rotondo was present and reported the following:

Lori reviewed the latest permits and violation letters sent out, along with the resolution of outstanding violation compliances.

Lori updated the Trustees regarding the meeting she had with the attorney on August 13, 2023 and asked for another resolution to forward a problem violation on to the attorney.

RES # 23-125 Vince Coia moved the adoption of the following resolution:

Whereas, Ohio R.C. 505.87(A) provides that a township board of trustees may provide for the abatement, control, or removal of vegetation (tall grass) from land in the township if it determines that the landowner's maintenance of that vegetation constitutes a nuisance; and

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

Section 1. This Board determines that the vegetation (tall grass) at 6444 Genevieve Road, Ravenna Township, Portage County, Ohio, PPN 29-344-20-00-047-000 (the "Property"), maintained by Leron A. Mins (the "Landowner"), is a nuisance. Therefore, this Board will notify the Landowner and any lienholders of record on the Property that (a) the Landowner is ordered to abate, control, or remove the vegetation, the maintenance of which the Board has determined to be a nuisance; and (b) if that vegetation is not abated, controlled, or removed, or if provision for its abatement, control, or removal is not made, within seven (7) days after notice, this Board will provide for the abatement, control, or removal; and any costs incurred by it in performing that task will be entered on the tax duplicate and become a lien on the Property from the date of entry. Ohio R.C. 505.87(B).

Section 2. If, within seven (7) days after service of the notice under Section 1 above, the Landowner fails to abate, control, or remove the vegetation, or no agreement for its abatement, control, or removal is entered with this Board, this Board will provide for the abatement, control, or removal and may employ the necessary labor, materials, and equipment to perform the task.

Section 3. The Township zoning department is directed to obtain a lien search of the Property and thereafter prepare and serve the notice described in Section 1 above on the Landowner (either by certified mail or posting) and all lienholders, all in accordance Ohio R.C. 505.87.

Section 4. All costs incurred and approved by this Board for the abatement, control, or removal the vegetation, garbage, refuse, or other debris, including the necessary labor, materials, and equipment, will be paid out of the Township general fund from moneys not otherwise appropriated (except that if the costs exceed \$500, this Board may borrow moneys from a financial institution to pay the costs in whole or in part). Thereafter, the Board shall make a written report to

the County auditor of its action under Ohio R.C. 505.87. The Board shall include in the report a proper description of the Property and a statement of all costs incurred in providing for the abatement, control, or removal of the vegetation as provided in Ohio R.C. 505.87(E), including its charges for its services, the costs incurred in providing notice, any fees or interest paid to borrow moneys, and the amount paid for labor, materials, and equipment.

Section 5. In accordance with Ohio R.C. 505.87(F), the County auditor shall place the costs on the tax duplicate for the Property. The costs are a lien on the Property from and after the date of entry. The costs shall be returned to the Township and placed in its general fund.

Jim DiPaola seconded the motion, and the roll was called on the question of its adoption. The vote was as follows: R/C: Mr. Coia, yes; Mr. DiPaola, yes; and Mr. Gibson, yes. Motion Passed

Since the landowner has been unable to be contacted, the Trustees directed Lori to post the resolution and notice on the property premises, wait 7 days and then notify the road crew to mow the property.

A motion by Jim DiPaola, seconded by Hank Gibson to approve the sign that will be posted at the property located at 6444 Genevieve. R/C: Mr. Coia, yes; Mr. DiPaola, yes; and Mr. Gibson, yes. Motion Passed

The BZA met on July 12, 2023 and approved the accessory structure at 4328 Hayes Rd. They tabled the conditional use request for a billboard on SR 59 pending further information requested.

The Zoning Commission met on July 19, 2023 and discussed stagnant water in pools and shipping container usage.

Vince thanked Lori for the good work she has been doing.

FIRE DEPARTMENT

Fire Chief Dave Moore was present and reported the following:

The Fire Dept has a recruit that the Chief would like to hire.

RES # 23-127 A motion by Hank Gibson, seconded by Vince Coia to hire Josh Struck as a Fire Fighter Recruit at the starting wage of \$12.00/hr. pending the passing of physical, background and drug tests with the starting date effective as soon as possible. R/C: Mr. Coia, yes; Mr. DiPaola, yes; and Mr. Gibson, yes. Motion Passed

The Chief led a discussion on auto-aid with the Ravenna City and surrounding communities on 1st alarm structure fires. Several departments around the area don't have the auto-aid established and their ratings are getting dinged (dung?).

Dave asked about being able to get different boots used with fire gear for several of the full-time fire-fighters. Hank said that whereas he is not opposed to them having better boots, it would be a subject that could be better addressed during negotiations. As of now, he would ask that the Chief go back and suggest to the Firefighters that if they want to pay the difference between the standard boots the township currently supports and the ones they desired, he would fully support that. They could use a payroll deduction to pay back the difference.

The Chief wanted to thank Melissa for her help working on the email issues they've been having.

Unit #2418 is now officially Unit #2414. This will help surrounding departments to know our truck is not a typical tanker truck they would be expecting.

The department will be hosting 2 separate days of Heat Stroke Training next week with the Medical Director, Dr. Hill. Ravenna City Fire Dept has been invited to join.

Mark has submitted the HB 45 premium pay grant for EMS workers.

NEW BUSINESS

TRUSTEES

The Secretary of State sent a letter regarding a widget they have that they wanted us to post on our website regarding the upcoming statewide ballot issue. The Trustees declined to install it.

PC Regional Planning sent notice of a replat of lots on Fairfield St. A meeting is scheduled for August 9, 2023 at 4:30 pm. The trustees reviewed and had no problem with the replat.

Brandon Heating has sent out their annual contract for maintenance of the rooftop heating/AC units.

A motion by Vince Coia, seconded by Hank Gibson to approve the maintenance contract with Brandon Heating & Cooling for the rooftop units on the main building. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

Gail pointed out we don't have a contract for the maintenance on the units located at the new building. Jim said he would get in touch with Brandon Heating and get a quote.

Hank mentioned the article in the paper regarding the JEDD between Rootstown and the City of Ravenna. The trustees discussed the upcoming expiration of the township's own JEDD and moving forward with that renewal.

FISCAL OFFICER

RES # 23-128 A motion by Vince Coia, seconded by Jim DiPaola to approve POs as listed:

Item	PO#	Amount	Vendor	Purpose	Fund
A	317-2023	\$79.96	Amazon Capital	Supplies for fire dept	Fire
B	318-2023	\$1,038.57	Life Force	Dec 2022 billing	EMS
C	319-2023	\$400.00	Muni Emer Svc	Turnout gear boots	Fire
D	320-2023	\$400.00	Fire Force, Inc	Replacement sensor	Fire
E	321-2023	\$24,090.00	OTARMA	Ins policy renewal	various

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

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

RES # 23-129 A motion by Vince Coia, seconded by Jim DiPaola to approve and accept the insurance policy renewal at August 20, 2023 for 1 year with OTARMA. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

Pursuant to R.C 121.22(g) Executive Session was requested for the purpose of discussing an employment issue regarding compensation and a matter required to be kept confidential by Federal HIPAA.

A motion by Hank Gibson, seconded by Jim DiPaola to suspend Regular session at 9:11 pm. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

A motion by Hank Gibson, seconded by Jim DiPaola to enter into Executive session at 9:11 pm. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

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

Returned to open session at 9:51 pm.

No action was taken

ADJOURNMENT

A motion by Vince Coia, seconded by Jim DiPaola to adjourn the meeting at 9:51 pm. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

ATTEST:

CHAIR

TRUSTEE

FISCAL OFFICER

TRUSTEE