

**RAVENNA TOWNSHIP BOARD OF TRUSTEES**  
**MINUTES OF REGULAR MEETING OF SEPTEMBER 5, 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 September 5, 2023. Trustee Hank Gibson called the meeting to order at 7:07 P.M.

Roll call showed the following present: Trustees Vince Coia, Jim DiPaola and Hank Gibson, Fiscal Officer Gail Pittman, Fire Liaison Mark Kozak, Zoning Inspector Lori Rotondo, Road Superintendent Ray Taylor, and Assistant Fiscal Officer Jon Summers. Fire Chief Dave Moore was late on a call. In the audience was township resident John Reid.

**AUDIENCE**

John Reid enquired about any news on the sewer project in the Chinn Development. Jim said the last the township has heard, which was back in the spring, the county is still working on funding issues. Apparently, the project will be covered by grants, but the trustees are unsure whether that would include the tie in for each of the property owners. There was no start date given, but the county should be having public hearings and meetings this fall to inform the affected residents.

**REGULAR BUSINESS**

A motion by Vince Coia, seconded by Jim DiPaola to approve the minutes of the Regular Meeting of August 22, 2023. 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 minutes of the Special Meeting of August 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 Jim DiPaola, seconded by Vince Coia to approve payroll warrants for September 8, 2023 in the amount of \$66,554.28 and other warrants in the amount of \$19,467.00 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**

Jim said he invited Frank Pavliga to the meeting and he agreed to come, but he obviously did not make it. He also talked with EMA about debris like we had in recent storms. They are suggesting that all the jurisdictions have an MOU that the jurisdictions would help each other. The EMA is going to come up with a plan to handle this and hopefully get it in place with all jurisdictions by the first of the year..

**FISCAL OFFICER**

We received a notification and summons from the courts for the foreclosure case on 6292 Hill St.

**RES # 23-152** A motion by Vince Coia, seconded by Jim DiPaola to authorize Chad Murdock to represent the township in case #2023CV00701 and proceed with a response to the summons received. R/C: Mr. Coia, yes; Mr. DiPaola, yes; and Mr. Gibson, yes. Motion Passed.

The date for the next Fire Department work session was discussed. It was agreed to schedule it for Wednesday, September 27, 2023 at 5:30 on,

## **DEPARTMENTAL REPORTS**

### **ROAD DEPARTMENT**

*Ray was present and reported the following:*

The paving project for Edwards, Lake and Hazel has been completed, with the exception of striping. Cardinal Asphalt did an awesome job and was very easy to work with. Gail said she received the estimate from the Portage County Engineer for the contract administration for the OPWC project.

**RES # 23-153** A motion by Jim DiPaola, seconded by Vince Coia to approve and accept the estimate of \$8,124.05 from the Portage County Engineer for the contract administration of the OPWC project for 2023 with ½ being paid from the Road funds and ½ being paid from the OPWC grant proceeds. R/C: Mr. Coia, yes; Mr. DiPaola, yes; and Mr. Gibson, yes. Motion Passed.

The culvert pipe at 3165 Hodgson Dr. has been done. Ray believes that was the cause of most of the water issues in that area. They still have to complete the culvert replacements at 3151 and 3141 Hodgson Dr.

It's time to do the crack sealing for the year. Ray requested the purchase of crack seal from Seal Master, the cost per skid is \$1,687.50 which includes use of the machine unit.

A motion by Vince Coia, seconded by Jim DiPaola to approve the purchase of 3 skids of crack seal with free use of their machine from Seal Master at the cost of \$1,687.50/skid. R/C: Mr. Coia, yes; Mr. DiPaola, yes; and Mr. Gibson, yes. Motion Passed.

### **GRANDVIEW CEMETERY**

There were two cremations in the past two weeks.

### **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 said she and Jim will begin the paperwork to begin the demolition process for the properties on Sumner and Portage Streets.

There have been numerous noise complaints from a resident in Timber Run against Bisirri on Summit Rd. David Verba is threatening a lawsuit against the owners of the property and the township. He believes Bisirri is manufacturing dirt and that should be done in an industrial zoned area. He wants decibel meters installed. The trustees discussed the situation. Vince said he lives right next door and he is not bothered by the noise of the skid steer beeping as it backs up. The beeping is a requirement and the volume of it is mandated for safety. Moreover, moving dirt around is not a manufacturing endeavor. The Trustees agreed that whereas the activity might be an irritant, it wouldn't be something that would be excluded from that zoned area, and the volume of the backup beeps would be within what the law requires. If the resident wants to pursue a lawsuit, that

is his right, but he would have to purchase his own decibel meter or hire someone to do a decibel study.

Lori met with the prosecutor and signed off on several violation complaints, most sent up to the prosecutor's office last year. Brett asked Lori to tell Gail that the township can bring a recording device to the Zoning Seminar being held on September 16, 2023.

## **FIRE DEPARTMENT**

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

Dave has a person he would like to hire as a recruit.

**RES # 23-154** A motion by Hank Gibson, seconded by Jim DiPaola to accept the application of Mason Phillips for Recruit as soon as possible pending background check and drug testing at the rate of \$12.00/hour. R/C: Mr. Coia, yes; Mr. DiPaola, yes; and Mr. Gibson, yes. Motion Passed.

Three part time firefighters, Casy McCarthy, Robert Hawk and John Coleman, have been placed on involuntary leave until October 1, 2023 per the Part Time CBA after an audit of the roster and work history.

Extra duty crews will be needed for the Balloon-A-Fair events on September 15<sup>th</sup> – 17<sup>th</sup>.

Dave asked for approval to purchase 2 EZ-Up tents (10X10) for the Sun Beau display and first-aid stations. They are at Walmart for \$200.00.

Unit #2414 is a Perfect Choice for the warranty paint work. Dave expects it to be completed sometime this week.

The skid unit has been mounted to #2417 and work continues on it to place it into service. It should be done in time for the Balloon-A-Fair.

Dave requested executive session at the end to discuss the employment of a part time employee.

## **NEW BUSINESS**

### **TRUSTEES**

The Trustees reviewed an indigent burial application from Newcomer Funeral Home.

**RES # 23-155** A motion by Hank Gibson, seconded by Vince Coia to approve the Indigent Burial Application from Newcomer Funeral Home for Zachory Holt. R/C: Mr. Coia, yes; Mr. DiPaola, yes; and Mr. Gibson, yes. Motion Passed.

### **FISCAL OFFICER**

**RES # 23-156** A motion by Hank Gibson, seconded by Vince Coia to approve POs as listed:

Item	PO#	Amount	Vendor	Purpose	Fund
A	335-2023	\$4,062.02	PC Engineer	Admin fee for OPWC project	Road
B	336-2023	\$240.00	Chase	Cook uniform allow-Amazon	Fire
C	337-2023	\$85.00	Rt 14 Embroidery	Cook balance of uniform allow	Fire
D	338-2023	\$325.00	Rt 14 Embroidery	Crevar Uniform allow	Fire
E	339-2023	\$325.00	Witmer Firestore	Sweitzer uniform allow	Fire
F	340-2023	\$1,000.00	Newcomer Funeral	Indigent burial	General

G	341-2023	\$10,000.00	Ohio Edison	Electric usage	General
H	342-2023	\$3,000.00	Dominion	Gas bill	General
I	343-2023	\$2,000.00	Chad Murdock	Legal-cases other than Zoning	General
J	344-2023	\$4,000.00	Seal Master	Crack seal material	Road
K	345-2023	\$1,000.00	Daywalt (Coia)	Parts and repairs	Road
L	346-2023	\$500.00	Daywalt (Coia)	Parts and repairs	Grandview
	347-2023	\$1,500.00	Seal Master	Crack seal material	Road

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.

A motion by Vince Coia, seconded by Jim DiPaola to approve and accept the July 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.

A motion by Hank Gibson, seconded by Vince Coia to approve and accept the August 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.

**RES # 23-157** A motion by Hank Gibson, seconded by Vince Coia to approve the budgetary changes as follows for Appropriations:

Appropriation Budget Changes				
Fund #	Fund Name	From	To	Increase (Decrease)
2906	ARPA First Responder Grant	\$0.00	\$44,254.98	\$44,254.98
2907	OH Ambulance Transport Prg	\$0.00	\$20,000.00	\$20,000.00
2905	OneOhio Opioid Settlement	\$541.66	\$1,088.04	\$546.38

R/C: Mr. Coia, yes; Mr. DiPaola, yes; and 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 employment and Fire Dept compensation.

A motion by Hank Gibson, seconded by Vince Coia to suspend Regular session at 8:47 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 8:47 pm. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

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

Returned to open session at 9:06 pm.

**RES # 23-158** A motion by Hank Gibson, seconded by Jim DiPaola to authorize the reinstatement of Anthony Rothgery as Part Time Firefighter from Leave of Absence effective immediately. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

**RES # 23-159** A motion by Hank Gibson, seconded by Vince Coia to authorize the premium pay for the Ohio Ambulance Transport Program \$20,000.00 Grant at the rate of \$0.79/hour for current employees who worked from 5/22/22 to 3/25/23. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

**ADJOURNMENT**

A motion by Jim DiPaola, seconded by Vince Coia to adjourn the meeting at 9:12 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

\_\_\_\_\_  
FISCAL OFFICER

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TRUSTEE