

RAVENNA TOWNSHIP BOARD OF TRUSTEES
MINUTES OF REGULAR MEETING OF SEPTEMBER 3, 2024

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 03, 2024. Trustee Jim DiPaola 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 Administrative Assistant Melissa Murphy. Assistant Fiscal Officer Jon Summers was absent. In the audience was Brett Magley & Norma Magley.

REGULAR BUSINESS

A motion by Vince Coia, seconded by Hank T. Gibson to approve the minutes of the Regular Meeting of August 20, 2024. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

Jim announced the correspondence book was available in the Fiscal Office for public viewing during normal business hours.

A motion by Hank Gibson, seconded by Vince Coia to approve payroll warrants for September 6, 2024, in the amount of \$75,970.42 and other warrants in the amount of \$49,626.90 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

Norma Magley was involved in a serious auto accident on August 24, 2023, on State Route 14, she was hit on the driver's side and trapped in the car. She was told she should not have survived, but thankfully she pulled through with a lot of hard work. She came to the meeting to personally thank Fire Fighters Jeff Cook and Jacob Cellura for their caring demeanor and hard work to get her out of the car.

OLD BUSINESS
TRUSTEES

RES #24-119 A motion by Vince Coia, seconded by Jim DiPaola to authorize advertisement for bid for storage building. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

Vince went to the Chinn Development's latest sewer meeting on August 24 and gave them plat update info. The next meeting will be at a public place because a representative from the EPA will be there. Vince also went to the last meeting at MEOMED regarding economic development and planning.

Jim said he has yet to meet with Dennis West to request him come to our meeting to give an update.

FISCAL OFFICER

The Star Ohio annual report was provided to the Board of Trustees and there is an average rate of return of 5.5%.

A letter was received in the mail August 30, 2024, stating the Cemetery Grant we applied for was denied.

Gail informed the Board of Trustees that the Chase account set up is completed, she is just waiting for supplies and endorsement stamp to use.

Gail asked the Board of Trustees if they wanted to do a Form Fire survey to shop policies for the Health Insurance Renewal. The Board of Trustees stated not this year.

DEPARTMENTAL REPORTS

ROAD DEPARTMENT

Ray was present and reported the following:

Ray stated he is waiting on the number for chip and seal.

Ray is still trying to fill the Part Time Service Department position. He has interviewed a few applicants and has two more to interview. He might need to re-run the ad on indeed but will keep the Board of Trustees posted.

Ray has received a quote from DJL Material of \$3,105.00 for 2 skids of crack seal that he would like to purchase.

A motion by Vince Coia, seconded by Hank Gibson to authorize Ray to purchase two (2) skids of crack seal from D.J.L Materials at the cost of \$3,105.00. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

GRANDVIEW CEMETERY

There were three burials, one cremation, and four lots sold in the past two weeks.

ZONING DEPARTMENT

Lori Rotondo was present and reported the following:

Lori informed the Board of Trustees that the BZA hearing on August 14, 2024, was approved and that there will be two variances before the BZA on September 11, 2024.

Lori reviewed the permits and violations issued recently and gave updates on older ones

The Board of Trustees advised Lori to file whatever paperwork that needs to be filed with Chad regarding an ongoing case.

The Zoning Commission is meeting September 18th at 7:00 PM. They have requested a resolution be created for a 6-month moratorium on medical and recreational cannabis dispensaries while they continue to work on their updates on the Zoning Resolution chapters.

RES #24-120 A motion by Jim DiPaola, seconded by Hank Gibson to place a 6 month moratorium on allowing medical and recreational cannabis dispensaries within Ravenna Township to allow the Zoning Commission time to finalize the zoning regulations allowing for dispensaries under a conditional use. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

FIRE DEPARTMENT

Fire Chief Dave Moore was present and reported the following:

Balloon A-Fair planning is continuing. We received a check for \$150.00 for the Fireworks Permit.

The Moose Lodge has sent another donation. A thank you letter was drawn up and signed.

A motion by Vince Coia, seconded by Hank Gibson to accept the kind donation from The Moose Lodge #1234 in the amount of \$3,425.25. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

A motion by Hank Gibson, seconded by Jim DiPaola to authorize the purchase of EMS supplies/equipment from Boundtree, in the amount of \$4,000, of which \$3,700 will be paid by EMS grant. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

A motion by Jim DiPaola, seconded by Hank Gibson to authorize the purchase of trauma care supplies/equipment from North America Rescue in the amount of \$2,700. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

A motion was made by Vince Coia, seconded by Hank Gibson to authorize the purchase for trauma care supplies/equipment from Amazon in the amount of \$1,000. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

A reimbursement check of \$1,264.00 was received from Ohio Department of Public Safety, EMA for the Solar Eclipse hours employees worked.

The Board of Trustees approved a P.O. in the amount of \$500.00 for Graphic Expressions for the 30th Anniversary Stickers.

Chief Moore advised The Board of Trustees that live burn training will be completed on September 14, 2024 and 15th, also prepping and dry training will be conducted before.

Chief Moore requested an executive session to discuss the matter of compensation and emergency response.

A motion was made by Jim DiPaola, seconded by Vince Coia to set the date of Wednesday, October 30, 2024, 5:30PM to 7:30PM for our 2024 Trunk or Treat with food and giveaways paid for by donations and grants. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

NEW BUSINESS
TRUSTEES

Portage County Regional Planning sent correspondence regarding the replat of 6385 Wall Street for Donna Kunze. The trustees reviewed it and had no objections.

Vince said he received a complaint about feral cats. He is going to go to the Health Department to make a complaint. He also spoke with a resident about the flooding on the roads.

FISCAL OFFICER

RES #24-121 A motion by Vince Coia, seconded by Jim DiPaola to approve POs as listed:

Item	PO#	Amount	Vendor	Purpose	Fund
A	335-2024	\$1,000.00	American Sol Busi	Checks, Env, endorse stamp	General
B	336-2024	\$500.00	Kayline	Supplies	Road
C	337-2024	\$200.00	Chase card	Training registration fees	General
D	338-2024	\$50.00	Gail Pittman	Mileage reimbursement	General
E	339-2024	\$325.00	Chase Card	Uniforms-James Collins	Fire
F	340-2024	\$325.00	Chase Card	Uniforms-Heather Sweitzer	Fire
G	341-2024	\$120.00	Chase Card	Uniforms-Spraggins	Fire
H	342-2024	\$325.00	Levinsons	Uniforms-Matt Frawley	Fire
I	343-2024	\$325.00	Villager	Uniforms-Keith Gemberling	Fire
J	344-2024	\$325.00	Villager	Uniforms-Dylan Keba	Fire

K	345-2024	\$750.00	Crash Course	Training Matt Dix	Fire
L	346-2024	\$4,000.00	Bound Tree	EMS Supplies for grant	Fire
M	347-2024	\$1,000.00	Chase	EMS supplies on Amazon	Fire
N	348-2024	\$2,700.00	NAmer Rescue	EMS supplies	Fire
O	349-2024	\$500.00	LAAD Sign	30 th anniv stickers	Fire
P	350-2024	\$3,500.00	DJL Material	Crack seal material	Road

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

Financial reports will be distributed to the Trustees and department heads in Excel format once Jon returns from vacation.

RES #24-122 A motion by Vince Coia, seconded by Jim DiPaola to approve the streetlight assessments for 2024 and to be collected in 2025 at a rate of \$7.00/month/light and authorize the Portage County Auditor to place the assessment on the tax duplicate. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

RES #24-123 A motion was made by Jim DiPaola, seconded by Vince Coia to approve assessment for nuisance abatements (mowing) at 6364 Roselawn Ave, Parcel 29-344-10-00-052-001 as certified by the Road Superintendent and the Zoning Inspector and authorize the Portage County Auditor to place on the tax duplicate for the collection in the amount of \$593.89. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

RES #24-124 A Motion was made by Vince Coia, seconded by Jim DiPaola to approve assessment for nuisance abatements (mowing) at 6444 Genevieve, Parcel 29-344-20-00-047-000 as certified by the Road Superintendent and the Zoning Inspector and authorize the Portage County Auditor to place on the tax duplicate for the collection in the amount of \$593.69. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

RES #24-125 A motion was made by Vince Coia, seconded by Hank Gibson to approve the Budgetary changes as follows for Revenue. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

Revenue Budget Changes				
Fund #	Fund Name	From	To	Increase (Decrease)
1000	General Fund	\$702,915.00	\$778,000.00	\$75,085.00
2111	Fire District	\$719,085.00	\$733,000.00	\$13,915.00
2902	Flagpole Maintenance	0.00	\$5,000.00	\$5,000.00
2905	OneOhio Opioid Settlement	0.00	\$2,214.76	\$2,214.76
4901	Misc. Capital Proj.	0.00	\$150,000.00	\$150,000.00
	Total changes only	\$1,422,000.00	\$1,668,214.76	\$246,214.76

RES #24-126 A motion Vince Coia, seconded by Jim DiPaola to increase Appropriation Budget in fund #2905 One Ohio Opioid from \$0.00 to \$1,000. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

A motion Hank Gibson, seconded by Jim DiPaola to authorize the Fiscal Officer to register and attend training in Twinsburg; with reimbursement permitted for expenses. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

The Board of Trustees discussed doing a survey for reviewing Zoning fees, Melissa is to create a spreadsheet and gather information from Brimfield, Rootstown, Maunta and Champion Townships for comparison.

The Board of Trustees discussed doing a survey for reviewing Cemetery fees, Melissa is to create a spreadsheet and gather information from other cemeteries in the area for comparison.

Pursuant to R.C 121.22(g) Executive Session was requested for the purpose of discussing employee issue and employee 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 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
Returned to open session at 9:00 pm. No action was taken.

ADJOURNMENT

A motion by Hank Gibson, seconded by Vince Coia to adjourn the meeting at 9:01 pm. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

ATTEST:

CHAIR

TRUSTEE

FISCAL OFFICER

TRUSTEE