

RAVENNA TOWNSHIP BOARD OF TRUSTEES
MINUTES OF REGULAR MEETING OF OCTOBER 1, 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 October 1, 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, Zoning Inspector Lori Rotondo, Road Superintendent Ray Taylor, and Assistant Fiscal Officer Jon Summers. Fiscal Officer Gail Pittman and Fire Chief Dave Moore were both absent, Capt. Heather Sweitzer filled in for Chief Moore. In the audience were Doug McGee, Frank Pavliga, Dennis West, and John Barber.

BID OPENING

The Trustees opened the bids that had been submitted for the township's storage garage. There were only two bids which were as follows:

- 1) Couto Electrical Contracting estimated just the electrical portion at \$46,640
- 2) Classical Construction LLC bid \$381,000

The Trustees were surprised at only receiving the one complete bid. Frank Pavliga, the architect for the project, said subcontractors were able to bid just their portion. The Trustees thanked everyone for the bids submitted and said they will review and discuss the bids at the next meeting. They asked Frank if he had any further comments on the bids and he said no.

AUDIENCE

Doug McGee spoke about a property on State Route 59 that he has been working on to develop a senior housing place. He had a contractor interested in the project and asked whether the contractor had contacted us regarding the project. Lori said she didn't think she spoke with him yet, but will review her notes tomorrow.

John Barber introduced himself and said he was running this year for County Sheriff.

Dennis West, the Economic Development Director for Ravenna and Ravenna Township, reviewed things he had been working on lately and the properties that some developers are interested in. Basically, most people are in a waiting mode until after the November elections are over. He mentioned that he and Jim DiPaola were going to be going door to door in certain areas to try and get property owners on board with the JEDD.

REGULAR BUSINESS

A motion by Hank Gibson, seconded by Vince Coia to approve the minutes of the Regular Meeting of September 3, 2024. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

A motion by Hank Gibson, seconded by Vince Coia to approve the minutes of the Special Meeting of September 10, 2024. R/C: Mr. Coia, yes; Mr. DiPaola, abstain; Mr. Gibson, yes. Motion Passed.

A motion by Vince Coia, seconded by Hank Gibson to approve the minutes of the Regular Meeting of September 17, 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 Vince Coia, seconded by Hank Gibson to approve payroll warrants for October 4, 2024, in the amount of \$83,051.23 and other warrants in the amount of \$159,440.79 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 attended the Balloon A-Fair breakfast and parade. He has also talked with the lady on Sumner St. with the day care and the feral cat problem. He also heard through the grapevine that there is more grant money out there for the sewer project, but he is not certain if this is true. He has been handing out flyers for the Trunk or Treat event.

FISCAL OFFICER

There has been no update on the King Kennedy Center subgrant payout.

The Star Ohio yield is still at 5.49%. The Fed has dropped the interest rate half a point, but it has not effected the yield rate yet. We earned \$17,150.09 in interest in September, \$15,900 of which goes into the General fund.

NOPEC grant fund proceeds in the amount of \$19,475 have been received on September 18, 2024.

DEPARTMENTAL REPORTS

FIRE DEPARTMENT

Fire Chief Dave Moore was absent and Capt. Sweitzer reported the following:

The IAFF Local #4201 has given the Trustees their letter of intent to enter into negotiations in accordance to Article 43 of the current union agreement.

Chief Moore would like to get an additional amount of the encapsulating foam to last the department through the winter.

A motion by Hank Gibson, seconded by Jim DiPaola to approve purchasing eight 5-gallon pails of F500 encapsulating foam from Advanced Eco Systems for the cost of \$1,478.00. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

Chief Moore will be out of town from October 3, 2024 through October 12, 2024.

Both trucks #2413 and #2414 will be going to FYDA in Youngstown for their 6-month safety check before winter comes.

The loaner squad from Lifeline is still on hold. Hopefully we will be getting it within a few weeks.

ROAD DEPARTMENT

Ray was present and reported the following:

The Engineers have forwarded the final figures for the 2024 Chip and Seal project. The total cost came in at \$132,620.97, which was \$3,545.31 over the bid price. Vince asked Ray if he had the breakdown numbers to verify the overage. Ray said yes, they were in the email the engineer sent.

Mitchell Communications came in to check on the radios for the road vehicles. Three of the six radios were bad and unfixable. Mitchell gave quotes on two different style radios; one was

digital and the other was not. The cheaper non-digital one is used by many of the surrounding communities and they all like them. Ray requested to purchase 6 new radios at a cost of \$2,773.75 for the road department vehicles.

A motion by Vince Coia, seconded by Jim DiPaola to approve the purchase of 6 radios from Mitchell Communications for the cost of \$2,773.75 for the road department vehicles. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

Ray requested the purchase of hoodies for cooler weather for the road department workers.

A motion by Vince Coia, seconded by Hank Gibson to approve the purchase of 10 safety hoodies from HiVis.com for the amount of \$459.92. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

Road crew is trying to finish up the crack sealing. They have been a little behind since the weather got wetter.

Ray looked into a curb complaint in Timber Run. He obtained some estimates to redo the curb and feels that the problem is not bad and would not be cost effective to try and fix it. The trustees concurred and Ray will send out a letter.

GRANDVIEW CEMETERY

There was one burial and one cremation in the past two weeks.

The heater for the mausoleum turns out to be the wrong one. The company is stating that since it has been greater than 60 days since we received it and their policy states that they will no longer be responsible. They admit that they sent the wrong heater though. Ray requested that we let our attorney take it from here.

A motion by Vince Coia, seconded by Hank Gibson to have our attorney, Chad Murdock, handle the heater problem with HVacDirect.com to have them ship us the proper heater that was ordered but not received. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

ZONING DEPARTMENT

Lori Rotondo was present and reported the following:

Lori had 5 cases that needed resolutions to go to the attorneys for further handling.

RES #24-131 A motion by Jim DiPaola, seconded by Hank Gibson:

WHEREAS, the Township Zoning Inspector has notified the Landowner of 6077 Lakewood Road, Parcel #29-343-00-00-061-001 located in Ravenna Township, Portage County, Ohio that they are in violation of having a third accessory structure that is unpermitted and located in front yard pursuant to Township Zoning Resolution code 610.03 (A1,2b,5).

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

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.

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

RES #24-132 A motion by Jim DiPaola, seconded by Vince Coia:

WHEREAS, the Township Zoning Inspector has notified the Landowner of 6604 Fairfield, Parcels #29-312-12-00-090-000, 29-312-12-00-091-000, and 29-312-12-00-092-000 located in Ravenna Township, Portage County, Ohio that they are in violation of junk, scrap and inoperable vehicles on the premises pursuant to Township Zoning Resolution 605.00 (D4) and sanitation and garbage pursuant to Township Exterior Property codes 302.1, 307.1 and 307.2.

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

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

1. The Board hereby directs the Portage County Prosecutor 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 Portage County Prosecutor.

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

RES #24-133 A motion by Jim DiPaola, seconded by Hank Gibson:

WHEREAS, the Township Zoning Inspector has notified the Landowner of 6375 Hill St., Parcel #29-308-20-00-079-000 located in Ravenna Township, Portage County, Ohio that they are in violation of scrap material and debris on the premises pursuant to the Township Zoning Resolution 605.00 (D4) and rubbish and sanitation pursuant to the Exterior Property Maintenance Codes 302.1, 307.1 and 307.2.

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

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

1. The Board hereby directs the Portage County Prosecutor 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 Portage County Prosecutor.

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

RES #24-134 A motion by Jim DiPaola, seconded by Hank Gibson:

WHEREAS, the Township Zoning Inspector has notified the Landowner of 5486 Fairhill Dr., Parcel #29-341-00-00-032-000 located in Ravenna Township, Portage County, Ohio that they are in violation of unlicensed, inoperable recreational vehicles (camper & boat) on the premises pursuant to the Township Zoning Resolution 610.09 (A).

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

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

1. The Board hereby directs the Portage County Prosecutor 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 Portage County Prosecutor.

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

RES #24-135 A motion by Jim DiPaola, seconded by Hank Gibson:

WHEREAS, the Township Zoning Inspector has notified the Landowner of 2820 Brady Lake Rd., Parcel #29-356-00-00-009-000 located in Ravenna Township, Portage County, Ohio that they are in violation of sanitation, garbage and debris pursuant to Township Exterior Property Maintenance Codes 302.1, 307.1 and 307.2.

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

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

1. The Board hereby directs the Portage County Prosecutor 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 Portage County Prosecutor.

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

Lori reviewed the current court cases.

Lori reviewed the permits and violations issued recently and gave updates on older ones
The BZA hearing on October 9, 2024 is for a duplex at 6538 Cleveland Rd.

NEW BUSINESS **TRUSTEES**

There are two indigent burial markers that needed approve by Portage Marble before they would proceed with manufacturing them. The trustees reviewed and signed off on them. A discussion was had as to whether the indigent policy and application needed to be changed to include the markers. Jon thought the application does not need changed since the markers are done by a separate company than the burial. The application was separate from the marker purchase. Then it was discussed whether Maple Grove ought to handle the marker purchase and bill the township? Since it was unknown whether Maple Grove would want to do that and whether they would be conscientious enough to keep the cost at a minimum, it was decided to keep it as is, but

maybe have Maple Grove alert the township when they actually have an indigent burial needing a marker.

Jim said the Army Corp of Engineer said no to dredging the drainage ditch going through the mobile home park off of SR 59 where there has been a history of significant flooding this past summer from heavy rain and years past. Jim said someone is collecting money to maintain the drainage ditch, someone needs to be maintaining it. He will get hold of Larry, the Portage County Engineer.

The trustees discussed the bid opening for the maintenance garage. With the receipt of only one complete bid, and that bid being higher than expected, the trustees felt they could not make an informed decision.

A motion by Jim DiPaola, seconded by Hank Gibson to reject all bids received tonight and have the architect rebid the project and re-advertise it. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

Jim mentioned that the Havens of Portage have changed their name to Shepherd’s House.

FISCAL OFFICER

Gail requested a purchase of 10 chairs to replace the worn chairs in the Road Dept lunch room, Ray’s office, and Jon’s office.

A motion by Hank Gibson, seconded by Jim DiPaola to replace 10 worn chairs in the Road and Admin areas from Staples at the cost of \$100.00 per chair. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

RES #24-136 A motion by Hank Gibson, seconded by Jim DiPaola to approve POs as listed:

Item	PO#	Amount	Vendor	Purpose	Fund
A	359-2024	\$500.00	Quality Truck	Parts	Road
B	360-2024	\$3,500.00	Mitchell Communications	Radios	Road
C	361-2024	\$350.00	Turnouts	Repairs to gear	Fire
D	362-2024	\$3,535.31	Geauga Highway	Change order	Road
E	363-2024	\$1,800.00	Advanced Eco Systems	Fire suppression mat’l	Fire
F	364-2024	\$500.00	HiVisSupply.com	Uniforms	Fire
G	365-2024	\$119.95	Myers Appliance Services	Store repair	Fire
H	366-2024	\$650.00	Portage Marble & Granite	Indigent Burial Markers	General
I	367-2024	\$1,000.00	Staples	Replacement chairs	General

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

Financial reports were distributed to the Trustees and department heads in Excel format.

RES #24-137 A motion by Hank Gibson, seconded by Vince Coia to approve and accept the August 2024 bank reconciliations and financial reports as presented by the Fiscal Officer. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

ADJOURNMENT

A motion by Hank Gibson, seconded by Vince Coia to adjourn the meeting at 8:52 pm.
R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

ATTEST:

CHAIR

TRUSTEE

FISCAL OFFICER

TRUSTEE