

RAVENNA TOWNSHIP BOARD OF TRUSTEES

MINUTES OF REGULAR MEETING OF JUNE 10, 2025

The Ravenna Township Board of Trustees met in Regular Session at the Ravenna Township Trustee's Meeting Room, 6145 Spring Street, Ravenna, Ohio, on June 10, 2025. Trustee Vince Coia 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 Chief Abbie Buday, Zoning Inspector Lori Rotondo, Road Superintendent Ray Taylor, Fire Dept. Liaison Mark Kozak and Asst. Fiscal Officer Jon Summers. In the audience was Dennis West.

AUDIENCE

Dennis West gave his quarterly update regarding economic development. He said they are currently working on the JEDD and brought a presentation for discussion. They are setting up a public meeting for all commercial and private entities to explain a JEDD and have a discussion with the public.

REGULAR BUSINESS

A motion by Hank Gibson, seconded by Jim DiPaola to approve the minutes of the Special Meeting of May 27, 2025. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

A motion by Jim DiPaola, seconded by Vince Coia to approve the minutes of the Regular Meeting of May 27, 2025. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

A motion by Jim DiPaola, seconded by Vince Coia to approve the minutes of the Regular Meeting of May 28, 2025. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

Vince 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 June 13, 2025, in the amount of \$94,311.37 and other warrants in the amount of \$167,906.76 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**

Bid Opening – Trustees opened the sealed bids for the 2025 Chip & Seal Project. The bids were as follows:

- | | | |
|----|-----------------------|--------------|
| 1. | Melway Paving Co Inc. | \$145,770.82 |
| 2. | Ronyak Paving Inc | \$149,519.00 |
| 3. | Runway Incorporated | \$164,741.52 |
| 4. | Geauga Highway | \$122,090.00 |
| 5. | Phillips Paving LLC | \$161,000.00 |

The apparent low bidder was Geauga Highway. Ray said he would take the bids to the County Engineers' office and the County Prosecutor on Wednesday.

RES #25-107 A motion was made by Vince Coia, seconded by Jim DiPaola to change the cell phone stipend rate to \$25.00 per pay for those who currently receive cell phone stipend effective with the next pay period. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

A motion was made by Hank Gibson, seconded by Jim DiPaola to authorize the removal of “The Township” decals from the township equipment wherever it has been placed. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

Vince said he attended the latest Chinn Development meeting on the sewer project. The project is going to be digging dirt by the end of the month.

Jim has received the quote from Hummel Construction for the lightning rod protection. The building now has electric and will be getting the last inspection in a couple of days.

RES #25-108 A motion was made by Jim DiPaola, seconded by Hank Gibson to approve and accept change order #3 for lightning rod protection for the Cold Storage Building in the amount of \$3,299.00 for Hummel Construction. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

Jim talked with Todd Peetz about the comprehensive plan and he said there is nothing in the comprehensive plan to change the zoning. He stated that all of the uses referenced in the Moratorium were all in the zoning ordinance as conditional uses.

FISCAL OFFICER

Gail was present and reported the following:

We have received both of the MORE grant proceeds for the Road and Fire for \$1,000.00 each, totaling \$2,000.00.

The 2024 real estate tax bill came in for the meeting room property. According to the exemption received we were just to have to paid one year of the tax before the exemption kicked in, this would be the second year of payments. Gail is going to research this.

DEPARTMENTAL REPORTS

ROAD DEPARTMENT

Ray was present and reported the following:

The 2020 F550 truck had to go to Sarchione for an error that was going to shut the truck down in 53 miles. They said it had bad DEF fluid, but all the other trucks use the same fluid, so it didn't make sense. In any event, the truck is back on the road again.

The road crew is working on 4 curb/catch basins in the Timber Run Development. When those are completed, they will move over to do the needed repairs in the McElrath Development to prepare it for the chip and seal project.

GRANDVIEW CEMETERY

There were 3 burials and 3 cremations in the last two weeks.

All the Memorial Day flags have been pulled.

Eagle Eye Roofing did an analysis of the moisture content within the concrete of the mausoleum roof and said the quoted roof repair is the wrong approach. They have withdrawn their quote and have submitted a quote that is about \$12,000 higher. They stated that a pitch is needed to avoid the problem in the future. Hank said a 10% overrun is usual and acceptable, but the \$12,000 increase in price is not. That would be closer to a 30% increase. The trustees asked Ray to go back and discuss the township's position with Eagle Eye and request that he come back to the next meeting to discuss the pricing.

ZONING DEPARTMENT

Lori Rotondo was present and reported the following:

Dan Morganti is leaving the Landbank and is going to work for Kent.

Lori tried to sign up for a webinar through the OTA and it is charging \$30.00. Gail said she should not have to pay since she is an affiliate member now and the township purchased the pass for all township members to use in 2024. Gail told Lori how to sign in and which link to click on, and if it still doesn't work properly, let her know and she will call Lori Calcei to find out what we need to do.

Lori will be taking the Sunshine Law public records training in November.

Lori reviewed the pending court cases, violations and case compliance.

The BZA will be meet June 11, 2025 to hear a variance request to build an oversized pole barn at 3532 Hommon Rd.

FIRE DEPARTMENT

Fire Chief Abbie Buday was present and reported the following:

Unit #2413 has a leak in the windshield and an issue with the air line connection. She is getting a repair quote from FYDA

Squad #2412 was sent for preventative maintenance on June 5, 2025. Two heater control valves were replaced. The blower motor was intermittently shutting off. All the condensers were cleaned.

At least three sets of turn out gear need ordered as has been previously planned. An additional set will need to be ordered for Abbie, so four sets total. Abbie is working on getting quotes from a different supplier than we've have used, but she is familiar with and prefers.

Abbie requested to hire a new part time Fire Fighter/Paramedic.

RES #25-109 A motion by Hank Gibson, seconded by Jim DiPaola to hire Grace Swain as Firefighter II/Paramedic, pending passage of the drug test/physical/background check, with a payrate of \$18.30/hour per the CBA. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

Abbie requested executive session to discuss employee discipline.

NEW BUSINESS**TRUSTEES**

Vince said he has completed his required online Sunshine Law training June 4, 2025.

FISCAL OFFICER

Gail discussed the problems she was having receiving the results of the drug screens. UH has two different accounts set up for the township and different people are getting the results depending upon which account UH decides they're using.

A motion by Hank Gibson, seconded by Vince Coia to have all drug screening and physicals results be sent to both Gail Pittman and Jon Summers. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

RES #25-110 A motion was made by Vince Coia, seconded by Jim DiPaola to approve the P.O.s listed below.

Item	PO#	Amount	Vendor	Purpose	Fund
A	245-2025	\$1,100.00	Kussmaul Elect	Parts for fire, had wrong vendor	Fire
B	246-2025	\$200.00	Battaglia Const	Ref of BZA 2024 fee- not held	General
C	247-2025	\$3,299.00	Hummel Const.	Change order # 3	General

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

Financial reports will be distributed in excel format to the department heads and Trustees.

A motion by Vince Coia, seconded by Jim DiPaola to approve and accept the April 2025 bank reconciliation as presented by the Fiscal Officer. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

Gail requested an executive session to discuss matters required to be kept confidential by Federal HIPAA law and to discuss a matter of employment and compensation.

Pursuant to R.C 121.22(g) Executive Session was requested for the purpose of employee discipline/compensation/employment and to discuss a matter required to be kept confidential by Federal HIPAA law.

A motion by Vince Coia, seconded by Jim DiPaola to suspend the Regular session at 9:19 pm. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

A motion by Vince Coia, seconded by Jim DiPaola to enter Executive session at 9:19 pm. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

Attendance: Vince Coia, Jim DiPaola, Hank Gibson, Gail Pittman, Abbie Buday and Mark Kozak.

Returned to open session at 10:59 pm.

RES #25-111 A motion by Vince Coia, seconded by Jim DiPaola to reduce Heather Sweitzer's pay rate \$2.50/hour to remove the Acting Fire Chief premium effective June 6, 2025. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

RES #25-112 A motion by Jim DiPaola, seconded by Hank Gibson to approve hiring a replacement FT Firefighter to fill the recently vacated position plus hire an additional full-time firefighter. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

RES #25-113 A motion by Hank Gibson, seconded by Vince Coia to approve the disposition of accounts as noted on the list presented by LifeForce. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

RES #25-114 A motion by Vince Coia, seconded by Jim DiPaola to suspend Firefighter Crevar for 10 full working days without pay, specific dates to be determined by the Fire Chief. R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

ADJOURNMENT

A motion by Vince Coia, seconded by Jim DiPaola to adjourn the meeting at 11:11 pm.
R/C: Mr. Coia, yes; Mr. DiPaola, yes; Mr. Gibson, yes. Motion Passed.

ATTEST:

CHAIR

TRUSTEE

FISCAL OFFICER

TRUSTEE