

RAVENNA TOWNSHIP BOARD OF TRUSTEES

MINUTES OF REGULAR MEETING OF JULY 22, 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 July 22, 2025. Trustee Vince Coia called the meeting to order at 7:01 P.M.

Roll call showed the following present: Trustees Vince Coia and Jim DiPaola, 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. Trustee Hank Gibson was absent.

In the audience was Todd Peetz.

AUDIENCE

Todd Peetz discussed the pagoda he wants to put in the township park by the diagonal sidewalk. He asked for references for a vendor to do concrete work.

REGULAR BUSINESS

The approval of the minutes from the meetings held on July 8, 2025 and July 16, 2025 were tabled.

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 Jim DiPaola to approve payroll warrants for July 25, 2025, in the amount of \$62,337.11 and other warrants in the amount of \$113,252.22 with warrants over \$1,000.00 being read aloud for approval. R/C: Mr. Coia, yes; Mr. DiPaola, yes. Motion Passed.

OLD BUSINESS **TRUSTEES**

RES #25-141 A motion by Jim DiPaola, seconded by Vince Coia to adopt the following resolution :

WHEREAS, the amount of taxes which may be raised within the ten mill limitation will be insufficient to provide an adequate amount for the necessary requirements of the Township of Ravenna, Portage County, Ohio; and

WHEREAS, a resolution declaring the necessity of levying a tax under RC 5705.19 (A) outside the ten-mill limitation must be passed and certified to the county auditor of Portage County in order to permit the Board of Trustees to consider the levy of such a renewal tax and must request the county auditor certify to the Board of Trustees the total current tax valuation of the Township of Ravenna, and the dollar amount of revenue that would be generated by a 3.5 mill renewal and levy; and

WHEREAS, currently there is a 3.5 mill levy in excess of the ten mill limitation for the benefit of Ravenna Township for the purpose of "current expenses" as set forth more fully in R.C. 5705.19(A), which was a levy placed before the electorate in 2020, and a renewal thereof requires a vote of the people pursuant to R.C. 5705.19(A), R.C. 5705.191, and R.C. 5705.25.

RESOLVED, by the Board of Trustees, two-thirds of all members elected thereto concurring, that it is necessary to levy a renewal totaling three (3.5) mill, to constitute a tax in excess of the ten

mill limitation levied upon the entire territory of the Township of Ravenna and for the benefit of the Township of Ravenna under R.C. 5705.19(A) for the following purpose:

For current expenses of the subdivision, except that the total levy for current expenses of a detention facility district or district organized under section 2151.65 of the Revised Code shall not exceed two mills and that the total levy for current expenses of a combined district organized under sections 2151.65 and 2152.41 of the Revised Code shall not exceed four mills;

As provided by Ohio Revised Code Section 5705.19(A) at a rate not to exceed three (3.5) mills for each one dollar of valuation, for the tax years 2026, 2027, 2028, 2029, 2030.

RESOLVED, that the levy be placed upon the tax list commencing in 2026 and first due in calendar year 2027 in compliance with Ohio Revised Code section 5705.34, if a majority of the electors voting thereon vote in favor thereof and,

RESOLVED, that the question of such tax levy shall be submitted to the electors of the Township of Ravenna in its entirety, at the election to be held therein on November 4, 2025 and,

RESOLVED, that the Fiscal Officer is hereby directed to certify a copy of the resolution to the county auditor and that the county auditor certify to this board of trustees the following:

- (i) total current tax valuation of the Township of Ravenna
- (ii) the dollar amount of revenue that would be generated by a renewal levy of 3.5 mill if approved by the electors and;
- (iii) The renewal levy's rate expressed in dollars, rounded to the nearest dollar, that would be generated by 3.5 mills for each one dollar of taxable value, for each one hundred thousand dollars of the county auditor's appraised value;
- (iv) An estimate of the renewal levy's annual collections rounded to the nearest dollar.

RESOLVED, that the Board of Trustees finds and determines that all formal actions of this Board concerning and related to the adoption of this Resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meetings open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code. R/C: Mr. Coia, yes; Mr. DiPaola, yes. Motion Passed.

The Portage County Commissioners established a public hearing for July 31 at 9:00 AM in the Commissioner's office to review the road rename request regarding Beatrice Mitchell Blvd. and hear testimony. Jim said he would go to the hearing. Ray said he would get a price for the new road signs from the County Engineer's.

FISCAL OFFICER

Gail was present and reported the following:

Frank Harmon sent a letter explaining reasons for current trends in increased health insurance costs. He is expecting an increase in costs for our next renewal.

The County Prosecutor is handling the reissue of the insurance check for the damaged headstone in Grandview. They sent a letter to the insurance company explaining that the stone is not owned by the cemetery and the check needs to go to the owner of the headstone and they are to determine if repairs were made to their satisfaction.

Gail asked for a resolution authorizing the transfer \$50,000 from the general fund to the cemetery fund as is currently in the budget.

RES #25-142 A motion by Vince Coia, seconded by Jim DiPaola to authorize the transfer of \$50,000.00 from the General Fund to the Grandview Fund. R/C: Mr. Coia, yes; Mr. DiPaola, yes. Motion Passed.

Gail transferred another \$150,000 to Chase from Star Ohio.

The date for a work session for reviewing the new handbook was discussed and tentatively set for August 6, 2025 at 6:00 PM. Gail noted that the risk analyst sent a copy of general driving rules and regulations and a form of that policy which is appropriate for our township should get incorporated into the handbook.

DEPARTMENTAL REPORTS

ROAD DEPARTMENT

Ray was present and reported the following:

The chip and seal project should be starting at the end of August. The road crew is still working on repairs to the roads in the McElrath development in preparation for the project.

All of the equipment has been moved from the old building on Cleveland Rd into the new storage building. Ray will be pulling some of the old shelving to move into the new building.

Per the Fire Department inspection report, we need to order a fireproof safety cabinet for storage of fuel cans.

A motion by Vince Coia, seconded by Jim DiPaola to authorize the purchase of a fireproof storage cabinet from Amazon for the price of \$1,500.00. R/C: Mr. Coia, yes; Mr. DiPaola, yes. Motion Passed.

Rocco Crone resigned today without notice and left about noon.

RES #25-143 A motion by Vince Coia, seconded by Jim DiPaola to accept the resignation of Rocco Crone effective immediately. R/C: Mr. Coia, yes; Mr. DiPaola, yes. Motion Passed.

A motion by Vince Coia, seconded by Jim DiPaola to authorize advertising for a full-time road worker. R/C: Mr. Coia, yes; Mr. DiPaola, yes. Motion Passed.

GRANDVIEW CEMETERY

There were five cremations, one burial, and one niche sale in the last two weeks.

ZONING DEPARTMENT

Lori Rotondo was present and reported the following:

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

The BZA will be meeting August 13, 2025 to hear an appeal at 6191 Gladys for an addition which would encroach into the side setback.

FIRE DEPARTMENT

Fire Chief Abbie Buday was present and reported the following:

Abbie said the fire inspections continue and gave an update on the one on the corner of Hoover and SR 59.

The lighting issues continue to plague #2413. Sutphen is working on remedying the situation.

All the turnout gear has been ordered and many of the smaller items have been received. We will likely need to rent some gear for new employees until their primary sets arrive.

Abbie requested that the trustees hire a part-time firefighter/EMT applicant that has passed all the interviews.

RES #25-144 A motion by Jim DiPaola, seconded by Vince Coia to hire Vince Kubala as part time Firefighter/EMT subject to passage of the background/drug tests and physical at the pay rate in accordance with the collective bargaining agreement. R/C: Mr. Coia, yes; Mr. DiPaola, yes. Motion Passed.

First aid kits for the Road Dept and individual trucks have been ordered.

The Township has received an ISO score of 4 effective October 1, 2025.

Abbie requested an executive session to discuss consideration of employment of new full-time firefighters and collective bargaining agreement negotiations.

NEW BUSINESS

TRUSTEES

A motion by Vince Coia, seconded by Jim DiPaola to accept the generous donations for the Fire Department from Mark & Jill Fankhauser, Peggy DiPaola, and Victor and Lori Marozzi in memory of Suzanne Coia. R/C: Mr. Coia, yes; Mr. DiPaola, yes. Motion Passed.

Heidi Workman's office called and said she would be attending the meeting that will be held on August 19, 2025.

FISCAL OFFICER

RES #25-145 A motion by Vince Coia, seconded by Jim DiPaola to approve the P.O.s listed below.

Item	PO#	Amount	Vendor	Purpose	Fund
A	282-2025	\$1,000.00	Phoenix Safety	Gear boots	Fire
B	283-2025	\$500.00	Capital One	Supplies – Walmart	Road
C	284-2025	\$1,100.00	H&W Door Co	Replace section of bay door	Fire
D	285-2025	\$800.00	Chase	Fire investigation supplies	Fire
E	286-2025	\$700.00	Bound Tree	First aid supplies -trucks & dept	Road
F	287-2025	\$1,859.38	Stryker Sales	Lucas batteries	Fire
G	288-2025	\$248.00	CLIA Lab Program	Permit	Fire
H	289-2025	\$200.00	OH Fire Chief Assn	Application	Fire
I	290-2025	\$317.00	OTARMA	Ambulance additional for 2024	Fire
J	291-2025	\$1,000.00	UH Corp Health	Drug screen & physical	Fire
K	292-2025	\$500.00	Alpha Background	Background checks	Fire
L	293-2025	\$3,000.00	Kastner Westman	Legal fees	General
M	294-2025	\$2,730.00	Ohio Edison	Streetlight utility fees in districts	240x special
N	295-2025	\$1,600.00	Chase	Fire proof cabinet	Road
O	296-2025	\$600.00	Chase	Employment ads	Road

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

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

Pursuant to R.C 121.22(g) Executive Session was requested for the purpose of discussing consideration of employment of full-time firefighters and collective bargaining agreement negotiations.

A motion by Vince Coia, seconded by Jim DiPaola to suspend the Regular session at 8:19 pm. R/C: Mr. Coia, yes; Mr. DiPaola, yes. Motion Passed.

A motion by Vince Coia, seconded by Jim DiPaola to enter Executive session at 8:19 pm. R/C: Mr. Coia, yes; Mr. DiPaola, yes. Motion Passed.

Attendance: Vince Coia, Jim DiPaola, Gail Pittman, Mark Kozak and Abbie Buday.
Returned to open session at 9:05 pm.

RES #25-146 A motion by Jim DiPaola, seconded by Vince Coia to approve and accept the last chance agreement for Firefighter Crevar and reduce the 10-day unpaid suspension to a 2-day unpaid suspension to be served at a time set by the Fire Chief. R/C: Mr. Coia, yes; Mr. DiPaola, yes. Motion Passed.

RES #25-147 A motion by Vince Coia, seconded by Jim DiPaola to hire Noah Rose as full time Firefighter subject to passage of the pension physical at the step 1 payrate in accordance with the collective bargaining agreement. R/C: Mr. Coia, yes; Mr. DiPaola, yes. Motion Passed.

RES #25-148 A motion by Jim DiPaola, seconded by Vince Coia to hire Grace Swain as full time Firefighter subject to passage of the pension physical at the step 1 payrate in accordance with the collective bargaining agreement. R/C: Mr. Coia, yes; Mr. DiPaola, yes. Motion Passed.

RES #25-149 A motion by Jim DiPaola, seconded by Vince Coia to hire Kaitlyn Mason as full time Firefighter subject to passage of the pension physical, drug screen and background tests at the step 2 payrate in accordance with the collective bargaining agreement. R/C: Mr. Coia, yes; Mr. DiPaola, yes. Motion Passed.

ADJOURNMENT

A motion by Vince Coia, seconded by Jim DiPaola to adjourn the meeting at 9:07 pm. Mr. Coia, yes; Mr. DiPaola, yes. Motion Passed.

ATTEST:

CHAIR

TRUSTEE

FISCAL OFFICER

TRUSTEE