

RAVENNA TOWNSHIP BOARD OF TRUSTEES

MINUTES OF REGULAR MEETING OF JANUARY 20, 2026

The Ravenna Township Board of Trustees met in Regular Session at the Ravenna Township Trustee's Meeting Room, 6145 Spring Street, Ravenna, Ohio, on January 20, 2026.

Roll call showed the following present: Trustees Vince Coia, Kristi Blazek-Hack and Hank Gibson-Lampley, 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.

AUDIENCE

None

REGULAR BUSINESS

A motion by Vince Coia, seconded by Hank Gibson-Lampley to approve the minutes of the Regular Meeting of December 23, 2025. R/C: Mr. Coia, yes; Mrs. Blazek-Hack, yes; Mr. Gibson-Lampley, yes. Motion Passed.

A motion by Vince Coia, seconded by Hank Gibson-Lampley to approve the minutes of the Special Meeting of December 30, 2025. R/C: Mr. Coia, yes; Mrs. Blazek-Hack, yes; Mr. Gibson-Lampley, yes. Motion Passed.

A motion by Hank Gibson-Lampley, seconded by Vince Coia to approve the minutes of the Regular Meeting of January 6, 2026. R/C: Mr. Coia, yes; Mrs. Blazek-Hack, yes; Mr. Gibson-Lampley, yes. Motion Passed.

A motion by Vince Coia, seconded by Hank Gibson-Lampley to approve the minutes of the Special Meeting of January 8, 2026. R/C: Mr. Coia, yes; Mrs. Blazek-Hack, yes; Mr. Gibson-Lampley, yes. Motion Passed.

Hank 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-Lampley to approve payroll warrants for January 23, 2026 in the amount of \$63,658.24 and other warrants in the amount of \$40,263.01 with warrants over \$1,000.00 being read aloud for approval. R/C: Mr. Coia, yes; Mrs. Blazek-Hack, yes; Mr. Gibson-Lampley, yes. Motion Passed.

OLD BUSINESS **TRUSTEES**

Vince said the sewer meeting between the county and the contractor for the Chinn Development area was cancelled.

Hank asked Gail about the status of a couple of insurance claims. Gail said the fire engine claim was paid and the insurance company will be working directly with the homeowner for the damage done by a falling tree and they will pay in full.

FISCAL OFFICER

Gail was present and reported the following:

Gail asked who wanted to be the contact person for the Chamber of Commerce. Hank said he would do that.

The BWC true up has been calculated. The township owes an additional \$3,322.23.

DEPARTMENTAL REPORTS**ROAD DEPARTMENT**

Ray was present and reported the following:

Ray has asked the County Engineer for an estimate for road work to be done in 2026.

The Safety Data Book has been completed and Ray presented a copy for the Trustees to review.

We have purchased 424 tons of salt from the City of Ravenna so far this season. The salt bin is well stocked.

The road crew has gone around the township and inspected the right of way areas.

The trustees asked Ray to start getting prices for spring cleanup.

GRANDVIEW CEMETERY

There was one burial and one niche sale in the past 2 weeks.

A motion by Vince Coia, seconded by Kristi Blazek-Hack to authorize Soboro to do tree work in the cemetery. R/C: Mr. Coia, yes; Mrs. Blazek-Hack, yes; Mr. Gibson-Lampley, yes. Motion Passed.

ZONING DEPARTMENT

Lori Rotondo was present and reported the following:

Lori asked for a motion to approve a fence permit with a setback at 1' since, at the time of issuance, the new code amendment had not been recorded.

A motion by Hank Gibson-Lampley, seconded by Kristi Blazek-Hack to approve the fence permit at the 2025 setback at 1 foot for 5377 Winding Creek because at the time of issuance, the new code amendment had not been recorded with the County Recorder. R/C: Mr. Coia, yes; Mrs. Blazek-Hack, yes; Mr. Gibson-Lampley, yes. Motion Passed.

Lori has been notified that the electric and gas are both shut off at the 3145 Wolf Run address. Catanese Construction will notify her when the demolition will take place.

Lori gave updates on the current ongoing court cases.

Lori reviewed the most recent permits, violations and compliances.

The BZA met January 14, 2026 and approved the gas station/mini mart request at 3359 SR59 with conditions.

Lori asked for a resolution to send a violation to the county prosecutor.

RES # 26-009 A motion by Kristi Blazek-Hack, seconded by Vince Coia to adopt the following :

WHEREAS, the Township Zoning Inspector has notified the Landowner of 2787 Brady Lake Road., Parcel #29-350-00-00-021-000 located in Ravenna Township, Portage County, Ohio that the property owner's use of visual markers for property lines (20 poles ranging in height from 56 inches to 93 inches and connected by cord) is in violation of the current Township Zoning Resolution 600.03 A (previously 605.00 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; Mrs. Blazek-Hack, yes; Mr. Gibson-Lampley, yes. Motion Passed.

FIRE DEPARTMENT

Fire Chief Abbie Buday was present and reported the following:

The repairs on the cabinet and bumper on #2414 are in the works, parts are ordered.

Abbie had a list of training requests from the Fire Dept. and presented them.

A motion by Hank Gibson-Lampley, seconded by Kristi Blazek-Hack to authorize sending Firefighter Crevar to the Winning the Fireground held at the Brunswick FD on February 6, 2026 at the cost of \$85.00. R/C: Mr. Coia, yes; Mrs. Blazek-Hack, yes; Mr. Gibson-Lampley, yes. Motion Passed.

A motion by Hank Gibson-Lampley, seconded by Vince Coia to authorize sending Chief Buday and Firefighter Mason to the Turning Tragedy Into Purpose training class presented by the Stark County Prosecutors Office February 12 & 13, 2026 at the cost of \$25/ea. Trustee Kristi Blazek-Hack will also attend. R/C: Mr. Coia, yes; Mrs. Blazek-Hack, yes; Mr. Gibson-Lampley, yes. Motion Passed.

Firefighter Dix will be returning from his leave of absence February 1, 2026.

Abbie requested rehiring Greyson Henderson as Part Time FF Paramedic. He is currently working full-time with the Akron Fire Department.

RES #26-010 A motion by Hank Gibson-Lampley, seconded by Kristi Blazek-Hack to hire Greyson Henderson as Part time Firefighter 2/Paramedic at the rate dictated by the CBA pending the usual background checks and physical. R/C: Mr. Coia, yes; Mrs. Blazek-Hack, yes; Mr. Gibson-Lampley, yes. Motion Passed.

The training mannequin, Rescue Randy, is broken and leaking his insides. Abbie requested to purchase a new mannequin. OK Fine Productions has one at the cost of \$2,392. The trustees said they would work on that after the books are closed for 2025 and we are working with permanent appropriations.

Abbie requested an executive session at the end of the meeting for the purpose of discussing employee discipline, employment and hiring, and compensation.

NEW BUSINESS

TRUSTEES

Vince said the quarterly township meeting will be held in February.

FISCAL OFFICER

RES #26-011 A motion by Hank Gibson-Lampley, seconded by Kristi Blazek-Hack to approve the PO's and BC's listed below

Item	PO#	Amount	Vendor	Purpose	Fund
A	113-2026	\$1,000.00	Brandon Heating	Repairs to fire dept area	Fire
B	114-2026	\$6,000.00	Sutphen	Repairs on ins claim	Fire
C	115-2026	\$3,322.23	BWC	2025 true up	FRG
D	116-2026	void			
E	117-2026	\$5,000.00	Mike Soboro	Tree trimming	Grandview
F	118-2026	\$500.00	Klaben	Repair	Fire
G	119-2026	\$10,000.00	City of Ravenna	Salt	Road
H	120-2026	\$500.00	Chase Card Services	Training	Fire
I	121-2026	\$500.00	Chase Card Services	Training	General

R/C: Mr. Coia, yes; Mrs. Blazek-Hack, yes; Mr. Gibson-Lampley, yes. Motion Passed.

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

The subject of website maintenance was discussed and it was decided that Sam Francis would be placed in charge of that. Abbie will assist him in gaining access and learning what to do.

Pursuant to R.C 121.22(g) Executive Session was requested for the purpose of discussing employment, discipline and compensation.

A motion by Vince Coia, seconded Kristi Blazek-Hack to suspend the Regular session at 8:17 pm. R/C: Mr. Coia, yes; Mrs. Blazek-Hack, yes; Mr. Gibson-Lampley, yes. Motion Passed.

A motion by Kristi Blazek-Hack, seconded by Vince Coia to enter Executive session at 8:17 pm. R/C: Mr. Coia, yes; Mrs. Blazek-Hack, yes; Mr. Gibson-Lampley, yes. Motion Passed.

Attendance: Vince Coia, Kristi Blazek-Hack, Hank Gibson-Lampley, Gail Pittman, Abbie Buday.

Returned to open session at 9:38 pm.

RES #26-012 A motion by Hank Gibson-Lampley, seconded by Kristi Blazek-Hack to terminate the contract of Fire Liaison Mark Kozak effective 90 days from January 11, 2026 as Chief Buday is excelling in her position and is not in need of the transition assistance that has been provided by Liaison Kozak. R/C: Mr. Coia, yes; Mrs. Blazek-Hack, yes; Mr. Gibson-Lampley, yes. Motion Passed.

A motion by Hank Gibson-Lampley, seconded by Vince Coia to authorize the installation of 2 door locks by Detect Alarm not to exceed \$3,200.00. R/C: Mr. Coia, yes; Mrs. Blazek-Hack, yes; Mr. Gibson-Lampley, yes. Motion Passed.

ADJOURNMENT

A motion by Vince Coia, seconded by Kristi Blazek-Hack to adjourn the meeting at 9:43 pm. Mr. Coia, yes; Mrs. Blazek-Hack, yes; Mr. Gibson-Lampley, yes. Motion Passed.

ATTEST:

CHAIR

TRUSTEE

FISCAL OFFICER

TRUSTEE