

RAVENNA TOWNSHIP BOARD OF TRUSTEES

MINUTES OF REGULAR MEETING OF FEBRUARY 17, 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 February 17, 2026. Trustee Hank Gibson-Lampley called the meeting to order at 7:07 P.M.

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 and Asst. Fiscal Officer Jon Summers. Fire Dept. Liaison Mark Kozak was absent. In the audience were Noell Evans from The Portager, and Chris and Patrick Untrouer. A couple of the township's firefighters came in also.

AUDIENCE

Chris Untrouer updated the trustees on her mission to mark all of the military graves in the county's cemeteries. She is having a fund raiser on May 2, 2026 at 5:30 pm at the Kent American Legion Hall. Tickets are \$50/ea. and there will be a Moody Blues tribute band playing.

Lt. Crevar, one of our full-time firefighters, displayed and discussed a piece of equipment called a laryngoscope. He told how the replacement parts for our models are no longer available and discussed the new ones available and their pricing.

REGULAR BUSINESS

A motion by Vince Coia, seconded by Hank Gibson-Lampley to approve the minutes of the Regular Meeting of February 3, 2026. 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 approve the minutes of the Special Meeting of February 11, 2026. R/C: Mr. Coia, yes; Mrs. Blazek-Hack, yes; Mr. Gibson-Lampley, abstain. Motion passed.

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

A motion by Hank Gibson-Lampley, seconded by Vince Coia to approve payroll warrants for February 20, 2026 in the amount of \$58,946.44 and other warrants in the amount of \$43,904.57 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**

Hank said he had reached out to Allen Drain to get the trap cleaned. They are supposed to be sending a quote to Jon. The backflow test is done annually, and their reminder letter has not yet gone out this year. It is usually sent out in late April or May and Jon will call to have it done once he receives the letter. On another note, Hank spoke with the attorney representing the mortgage company on the Wolf Run house that is getting demolished. He has forwarded to him our attorney's contact information so that they can work together to hopefully get some of our money back.

Vince said The Portager called both Hank and himself about the sewer project in the Chinn development. Vince referred her to Todd Peetz for the most current information. Vince said there

was about \$2 million in grants that are available but wasn't sure how the monies would be distributed, whether directly to the homeowners for hookups or some other way.

Vince talked to the Elks and has reserved the date for when the township hosts the Township Association meeting this year. He is also working on the historic flagpole maintenance repairs but has nothing new to report.

Detect Alarm has submitted an estimate for two swipe card door locks.

A motion by Vince Coia, seconded by Hank Gibson-Lampley to authorize installing swipe card access to the meeting room and fire department doors by Detect Alarm for the estimated price of \$4,395.00. R/C: Mr. Coia, yes; Mr. Gibson-Lampley, yes. Motion passed.

Vince received a thank you card from Denise Appleby for assistance in the damage claim for the fallen tree.

Vince noted that the NOPEC grant must be submitted by April 30th. Discussion followed regarding repairs, maintenance and improvements to the township buildings.

FISCAL OFFICER

Gail was present and reported the following:

We received a refund check in the amount of \$2,745.60 from ESO Solutions for a payroll module of the fire program that we decided not to utilize.

The Portage County Prosecutor's Office sent a notice that we have new legal counsel, Mr. James W. Armstrong. The letter is in the trustees' folder.

The township did not receive the 2026 Marc's grant. They only awarded a few of the grants because of budget constraints and our township is positioned better than others in the state, so we didn't make the cut.

DEPARTMENTAL REPORTS

ROAD DEPARTMENT

Ray was present and reported the following:

Hunter and Ray went to the Storm Water meetings held on February 10th and 17th. They gave a lot of good information and Ray asked the trustees if they were alright putting a couple of links for the Storm Water on the township's website. The trustees said that would be fine.

The township needs to pass a resolution for the County to continue to be the issuing agent for the right of way permits.

RES #26-026 A motion by Hank Gibson-Lampley, seconded by Vince Coia to grant Portage County to be the issuing agency for Right-Of-Way permits for work performed within Ravenna Township and to name the Fiscal Officer as the contact for the Portage County Engineer's Office to send a copy of the permits once issued. R/C: Mr. Coia, yes; Mrs. Blazek-Hack, yes; Mr. Gibson-Lampley, yes. Motion passed.

Ray has a meeting with Eagle Eye Roofing on February 26th to get an estimate for repairing the roof over our main building. The birds are pecking holes in the material. The fire department has a couple spots with leaks on their side and the road department has one also.

The outrigger leg on the backhoe needs repaired. The road crew couldn't remove the pin to get the hydraulic cylinder off, so it needs to go to a shop. Southeastern Equipment is quoting \$4,630.60. Ray said transporting the thing back and forth to the shop is about \$1,000 of the cost.

He is going to check around to see if he can borrow a trailer so that we can haul it ourselves and save on the cost.

GRANDVIEW CEMETERY

There were two burials and one cremation in the past 2 weeks.

H&W Doors will be out February 25th to install the new door. The crew is unable to raise and lower the door themselves, so we're stuck right now with whatever equipment that can fit through the man door.

Mike Soboro will begin the tree work next week at the cemetery.

ZONING DEPARTMENT

Lori Rotondo was present and reported the following:

Lori has sent a letter out to the neighbor about connecting their sump discharge to the storm drain out front ASAP.

Lori asked whether we could get Jackie to be a notary? Gail asked to table that idea for now.

Sam, the Zoning intern, will be out of the office March 19th through the 26th.

Lori reviewed the most recent permits, violations and compliances.

FIRE DEPARTMENT

Fire Chief Abbie Buday was present and reported the following:

We have been awarded the State Fire Marshall's training reimbursement grant.

A motion by Hank Gibson-Lampley, seconded by Vince Coia to accept the State Fire Marshall training reimbursement grant in the amount of \$6,200.00. R/C: Mr. Coia, yes; Mrs. Blazek-Hack, yes; Mr. Gibson-Lampley, yes. Motion passed.

Abbie requested approval for a couple of training sessions.

A motion by Hank Gibson-Lampley, seconded by Kristi Blazek-Hack to approve that Chief Buday attend the L0105 Public Information Basics Course hosted by the Trumbull County EMA to be held April 14, 2026 through the 16th at no cost. 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 Chief Buday to attend Officer Development Series Budgeting for Fire Service Leaders being held March 27, 2026 from 10:00 am – 3:00 pm in Worthington, OH at the cost of \$125.00. R/C: Mr. Coia, yes; Mrs. Blazek-Hack, yes; Mr. Gibson-Lampley, yes. Motion passed.

The Chief reminded everyone that she would be taking vacation March 15th through the 20th.

Abbie requested the purchase of the video laryngoscopes previously discussed by Lt. Crevar. It would cost \$4,007.90 through Bound Tree for two of them.

A motion by Hank Gibson-Lampley, seconded by Kristi Blazek-Hack to authorize the purchase of two (2) laryngoscopes from Bound Tree, including (5) Mac 3 blades and (5) Mac 4 blades, at the cost of \$4,007.90. R/C: Mr. Coia, yes; Mrs. Blazek-Hack, yes; Mr. Gibson-Lampley, yes. Motion passed.

We are down to 4 remaining door swipe cards. The trustees said to order 50 more from Detect Alarm.

The gear washer needs servicing. It is out of balance and walking across the floor.

A motion by Hank Gibson-Lampley, seconded by Vince Coia to approve Turnouts LLC come service the gear washer at the estimated cost of \$300.00. R/C: Mr. Coia, yes; Mrs. Blazek-Hack, yes; Mr. Gibson-Lampley, yes. Motion passed.

NEW BUSINESS

TRUSTEES

The State's annual Boundary and Annexation survey needs completed; Gail forwarded the survey email to all trustees.

FISCAL OFFICER

RES #26-027 A motion by Vince Coia, seconded by Hank Gibson-Lampley to approve the PO's and BC's listed below

Item	PO#	Amount	Vendor	Purpose	Fund
A	134-2026	\$340.90	Vince Coia	OTA Winter conf exp	General
B	135-2026	\$4,500.00	Bound Tree	Laryngoscope machines	EMS Levy
C	136-2026	\$6,000.00	Southeastern Eq	Backhoe repairs	Road
D	137-2026	\$266.52	Kristi Blazek-Hack	OTA Winter conf exp	General
E	138-2026	\$300.00	Turnouts, LLC	Gear washer repair	Fire
F	139-2026	\$125.00	Ohio Fire & Emerg Serv	Training	Fire
G	140-2026	\$387.50	PC Clerk of Courts	Court costs	Zoning

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

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

Gail requested executive session to discuss employment and compensation.

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

A motion by Vince Coia, seconded Hank Gibson-Lampley to suspend the Regular session at 8:27 pm. 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 enter Executive session at 8:28 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.

Returned to open session at 9:12 pm.

A motion by Vince Coia, seconded by Hank Gibson-Lampley to accept the resignation letter of Jackie Rhone as of February 20, 2026. R/C: Mr. Coia, yes; Mrs. Blazek-Hack, yes; Mr. Gibson-Lampley, yes. Motion passed.

A motion by Vince Coia, seconded by Kristi Blazek-Hack to authorize advertising the position for part time Zoning Secretary. R/C: Mr. Coia, yes; Mrs. Blazek-Hack, yes; Mr. Gibson-Lampley, yes. Motion passed.

ADJOURNMENT

A motion by Vince Coia, seconded by Hank Gibson-Lampley to adjourn the meeting at 9:14 pm. R/C: Mr. Coia, yes; Mrs. Blazek-Hack, yes; Mr. Gibson-Lampley, yes. Motion passed.

ATTEST:

CHAIR

TRUSTEE

FISCAL OFFICER

TRUSTEE