

RAVENNA TOWNSHIP BOARD OF TRUSTEES

MINUTES OF REGULAR MEETING OF APRIL 28, 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 April 28, 2026. Trustee Hank Gibson called the meeting to order at 7:02 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, Interim Zoning Inspector Jim DiPaola, Road Superintendent Ray Taylor, and Asst. Fiscal Officer Jon Summers.

AUDIENCE

None

REGULAR BUSINESS

A motion by Vince Coia, seconded by Kristi Blazek-Hack to approve the minutes of the Regular Meeting of March 31, 2026. 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 April 14, 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 approve the minutes of the Special Meeting of April 16, 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 May 1, 2026, in the amount of \$80,867.26 and other warrants in the amount of \$20,454.02 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 he and Ray had another teams meeting today between the contractor and the Portage County Engineers regarding the Chinn sewer project. He gave an update about the spring cleanup last Saturday; we filled five and a half of the six dumpsters.

Vince checked on the light at Hayes and SR14, it still is not working.

Hank thanked Jim DiPaola for stepping back in to cover the zoning inspector position until we find someone to fill it.

FISCAL OFFICER

Gail was present and reported the following:

Both NOPEC grants have been submitted and Gail summarized the grant activity so far. \$11,688.86 of the awarded money is set to expire by November 30, 2026 of this year.

The ravennatownshipohio.gov has been approved and the switchover from the .com shall be done on the evening of May 14, 2026. On the morning of Friday May 15, 2026 everyone will have

to log in again to their new email and using the passwords just set up because the user id will have changed to the new.gov email.

Jacob Stacks has filed a small claims suit against the township for damage he alleges occurred to his vehicle. A summons was issued for a trial date on June 3, 2026. The trustees agreed to ask Chad Murdock to appear on behalf of the township.

Ads have been placed on Indeed.com for both the open Zoning Inspector and Road Worker positions.

DEPARTMENTAL REPORTS

ROAD DEPARTMENT

Ray was present and reported the following:

Ray thanked everyone for all their help on the spring cleanup.

We received quotes from Eagle Eye Roofing for three different portions of the township building. There was much discussion about how to approach the replacement of the roof. Either do the entire roof at once or split it in three sections.

A motion by Vince Coia, seconded by Hank Gibson-Lampley to authorize beginning roof repairs on the main township building. R/C: Mr. Coia, yes; Mrs. Blazek-Hack, yes; Mr. Gibson-Lampley, yes. Motion passed.

We received all the signs from the sign grant. The road crew is busy organizing and storing all of the signs – old and new.

All of the culverts that were to be fixed/replaced on East Highland have been completed and the crew will be moving on to the Harding St intersections next.

A catch basin on Hidden Brook Dr failed and the crew is in the process of repairing it.

All the receipts have been turned in for the clothing allowance.

Ray needs to order a couple of skids of concrete to use for repairs.

A motion by Vince Coia, seconded by Kristi Blazek-Hack to authorize Ray to purchase two skids of concrete from Quikrete at the cost of \$599.20. R/C: Mr. Coia, yes; Mrs. Blazek-Hack, yes; Mr. Gibson-Lampley, yes. Motion passed.

GRANDVIEW CEMETERY

There was one burial, two lot sales in the past two weeks.

Mike Soboro will remove two trees and grind the stumps next week.

ZONING DEPARTMENT

Jim DiPaola was present and reported the following:

Jim needed a resolution for one of the court cases.

RES #26-065 A motion by Hank Gibson-Lampley, seconded by Kristi Blazek-Hack to adopt the following:

WHEREAS, the trustees have filed legal action regarding zoning violations on property at 6206 Gladys Street; Case #2024CV00918 and

WHEREAS, as of the date of this resolution, the property owner has not complied with the violation, and the court has ruled in our favor.

NOW THEREFORE, be it Resolved by the Board of Trustees of Ravenna Township,

Portage County, Ohio that the Board of Trustees hereby directs the Portage County Prosecutor proceed with a contempt motion.

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

Jim reviewed the permits issued, violation letters sent and case compliances.

The next Zoning Commission meeting will be held on Wednesday, May 6, 2026.

There will be two hearings before the BZA to be heard on May 13, 2026.

FIRE DEPARTMENT

Fire Chief Abbie Buday was present and reported the following:

The Fire Behavior Lab held last week went well. They had 11 students the first day and 5 students the second day. The lab left the third day due to lack of participation on that day.

Training weekends are planned for May and the EPA permits have been obtained.

Firefighters Swain and Crevar attended the Swift Water training this week through Dive Rescue International. They said they really enjoyed it.

Firefighters Sterrett's and Strunk's repayment plans have been sent via certified mail.

Abbie requested another PO be opened for general EMS supplies through Bound Tree.

May 15, 2026 will be National Service Day. The local high school students will be coming to do work around the station.

Abbie reminded everyone that Friday, May 1, 2026 will be the community CPR event.

Abbie said the graphics are peeling off of her vehicle. She asked to have them reapplied through Graphic expressions and do a wrap.

A motion by Hank Gibson-Lampley, seconded by Vince Coia to authorize Laad Sign & Lighting to remove the peeling graphics on the Fire Chief's truck and wrap the vehicle. R/C: Mr. Coia, yes; Mrs. Blazek-Hack, yes; Mr. Gibson-Lampley, yes. Motion passed.

Truck #2413 was not holding air. Sutphen came out and fixed it.

NEW BUSINESS

TRUSTEES

Vince and Kristi responded to a few residents' concerns regarding the article in the Portager where the City of Ravenna talked about merging with the township. This is not in the township's plans.

There will be a blood drive here on May 8, 2026 from 10:00 am until 4:00 pm

FISCAL OFFICER

RES #26-066 A motion by Hank Gibson-Lampley, seconded by Vince Coia to approve the PO's and BC's listed below

Item	PO#	Amount	Vendor	Purpose	Fund
A	243-2026	\$179.60	PC USAR Team	2026 support	General
B	244-2026	\$1,885.80	PC Hazmat Team	2026 support	General
C	245-2026	\$550.00	Levinson's	Gemberling's Capt. Uniform	Fire
D	246-2026	\$1,000.00	Falls Flag	Flags	General
E	247-2026	\$500.00	Battaglia's GC	Flowers	General

F	248-2026	\$500.00	Witmer Fire Store	Helmet fronts, badges, etc	Fire
G	249-2026	\$400.00	Chase Card	Amz uniforms Lowery	Fire
H	250-2026	\$178.00	Witmer Fire Store	Uniforms Valetta	Fire
I	251-2026	\$222.00	Blue Line	Uniforms Valetta	Fire
J	252-2026	\$400.00	Chase Card	Amz uniforms Spraggins	Fire
K	253-2026	\$300.00	Chase Card	Amz uniforms Fabinak	Fire
L	254-2026	\$70.00	Blue Line	Uniforms Fabinak	Fire
M	255-2026	\$16.00	Blue Line	Uniforms Birrer	Fire
N	256-2026	\$155.00	Chase Card	Amz uniforms Birrer	Fire
O	257-2026	\$228.00	Witmer	Uniforms Birrer	Fire
P	258-2026	\$400.00	Chase Card	Amz uniforms Ciptak	Fire
Q	259-2026	\$134.00	Blue Line	Uniforms Varner	Fire
R	260-2026	\$248.00	Chase Card	Amz uniforms Varner	Fire
S	261-2026	\$270.00	Chase Card	Amz uniforms Puchajda	Fire
T	262-2026	\$130.00	Blue Line	Uniforms Puchajda	Fire
U	263-2026	\$1,500.00	Quikrete Cleve	Supplies	Road
V	264-2026	\$300.00	Clearwater	Supplies	Road
W	265-2026	\$1,008.30	Bound Tree	Ems supplies	EMS levy
X	266-2026	\$1,400.00	Bound Tree	EMS supplies	EMS levy
Y	267-2026	\$500.00	Chase Card	Business cards	General
Z	268-2026	\$5,200.00	Portage Comm Bk	HSA payments	Road
AA	269-2026	\$800.00	Chase Card	Ad for Zoning Inspector	General
AB	270-2026	\$800.00	Chase Card	Ad for PT road worker	Road
AC	271-2026	void			
AD	272-2026	\$150.00	NEOFCA	Annual dues	Fire
AE	273-2026	\$1,500.00	LAAD Sign & Lighting	Wrap Chief's truck	Fire

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

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

A motion by Vince Coia, seconded by Kristi Blazek-Hack to approve warrant #26514 void and warrant #26515 in the amount of \$150.00 to the North East Ohio Fire Chief's Assn. R/C: Mr. Coia, yes; Mrs. Blazek-Hack, yes; Mr. Gibson-Lampley, yes. Motion passed.

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

A motion by Hank Gibson-Lampley, seconded by Vince Coia to suspend the Regular session at 8:12 pm. 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 enter Executive session at 8:13 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, and Abbie Buday.

Returned to open session at 9:01 pm.

RES #26-067 A motion by Hank Gibson-Lampley, seconded by Kristi Blazek-Hack to approve and accept the MOU with IAFF 4201 to hire a full-time firefighter with the EMT level to start June 1, 2026 and with the agreement the person obtains the Medic certification within 18 months. 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 9:03 pm. R/C: Mr. Coia, yes; Mrs. Blazek-Hack, yes; Mr. Gibson-Lampley, yes. Motion passed.

ATTEST:

CHAIR

TRUSTEE

FISCAL OFFICER

TRUSTEE