

RAVENNA TOWNSHIP BOARD OF TRUSTEES

MINUTES OF SPECIAL MEETING OF JUNE 19, 2026

The Ravenna Township Board of Trustees met in Special Session at the Ravenna Township Trustee's Meeting Room, 6145 Spring Street, Ravenna, Ohio, on June 19, 2026. Trustee Kristi Blazek-Hack called the meeting to order at 5:21 P.M.

Roll call showed the following present: Trustees Vince Coia, Kristi Blazek-Hack, Fiscal Officer Gail Pittman, and Fire Chief Abbie Buday. Hank Gibson-Lampley was absent.

The purpose of the meeting was to discuss and authorize migration to serverless (cloud) file server and to enter into executive session to discuss fire department employee leave of absence.

There have been numerous issues with the server shutting itself down unpredictably, three times today. The technician examined and diagnosed the root cause – a critical system failure. In addition, when the server goes down there is no access to the internet and telephone because the phones are VOIP. Gail has been working with CTMS to obtain replacement options prior to the most recent equipment failures and has evaluated the options between replacing the host and having the server housed on-site vs the use of a cloud-based system. With our recent migration to a .gov domain, the cloud-based system options have changed and become more cost effective and useful. The estimate of migration cost to cloud based is \$6,000 vs an on-site hosted of approximately \$16,000. Also, on the proposed cloud-based system, we will not need certain monthly services and costs saving the township approximately \$350-\$400/ month. Gail requested authorization to move forward with a serverless system migration using SharePoint.

RES #26-089 A motion by Vince Coia, seconded by Kristi Blazek-Hack to approve and authorize migration to a serverless system using SharePoint immediately with CTMS at a cost of \$6,000.00. R/C: Mr. Coia, yes; Mrs. Blazek-Hack, yes. Motion passed.

A motion by Vince Coia, seconded by Kristi Blazek-Hack to approve PO #326-2026 in the amount of \$6,000.00 to CTMS. R/C: Mr. Coia, yes; Mrs. Blazek-Hack, yes. Motion passed.

Pursuant to R.C 121.22(g) Executive Session was requested for the purpose of discussing a matter required to be kept confidential under federal law HIPAA and employee leave of absence.

A motion by Kristi Blazek-Hack, seconded by Vince Coia to suspend the Regular session at 5:24 pm. R/C: Mr. Coia, yes; Mrs. Blazek-Hack, yes. Motion passed.

A motion by Kristi Blazek-Hack, seconded by Vince Coia to enter Executive session at 5:24 pm. R/C: Mr. Coia, yes; Mrs. Blazek-Hack, yes. Motion passed.

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

Returned to open session at 5:39 pm.

RES #26-090 The Board recognizes a request for light duty work in the Fire Department from Lt. Frawley. At this time there is no light duty work available. A motion by Vince Coia, seconded by Kristi Blazek-Hack to deny the request for light duty work for Lt Frawley. R/C: Mr. Coia, yes; Mrs. Blazek-Hack, yes. Motion passed.

RES #26-091 A motion by Kristi Blazek-Hack, seconded by Vince Coia to hire Amy Marsh as Part Time Zoning Secretary at a pay rate of \$18.00/hr. to start ASAP pending passage of background and drug testing. R/C: Mr. Coia, yes; Mrs. Blazek-Hack, yes. Motion passed.

A motion by Vince Coia, seconded by Kristi Blazek-Hack to accept the MOU with Randolph Township to apply for a Regional AFG grant. R/C: Mr. Coia, yes; Mrs. Blazek-Hack, yes. Motion passed.

ADJOURNMENT

A motion by Kristi Blazek-Hack, seconded by Vince Coia to adjourn the meeting at 5:43 pm. R/C: Mr. Coia, yes; Mrs. Blazek-Hack, yes. Motion passed.

ATTEST:

CHAIR

TRUSTEE

FISCAL OFFICER

TRUSTEE