

RAVENNA TOWNSHIP BOARD OF TRUSTEES
MINUTES OF REGULAR MEETING OF FEBRUARY 25, 2020

The Ravenna Township Board of Trustees met in Regular Session at the Ravenna Township Trustee's Meeting Room, 6115 Spring Street, Ravenna, Ohio, on February 25, 2020. Trustee Hank Gibson called the meeting to order at 7:07 P.M.

Roll call showed the following present: Trustees Pat Artz and Hank Gibson, Fiscal Officer Gail Pittman, Zoning Inspector Jim DiPaola, Fire Chief Mark Kozak, Road Superintendent Ray Taylor and Assistant Fiscal Officer Jon Summers. Trustee Vince Coia was absent.

In the audience were Bill Williams and Frank Hairston.

AUDIENCE

Mr. Williams asked about the status of the house next door to him on Bridge St. Jim said that the Land Bank will be taking over the house and expects that to happen sometime this year, but was unable to provide any more information. Mr. Williams complained about the state of disrepair of the house and property. Jim and the Trustees agreed with his assessment and said that the condition of the property is exactly why the Land Bank will be taking it over and cleaning it up.

Frank Hairston asked for an update on another property in his area, owned by Davis. Jim explained that the Land Bank is also working on cleaning up that property. Mr. Hairston explained that the dumping is getting worse in that area again and asked if signs can be placed in the area or if something else can be done. Jim said he is going to call the Deputy assigned to the illegal dumping again. Due to the exorbitant amount of dumping in the McElrath neighborhood, the trustees desire to purchase two trail cams for use in conjunction with the PCSO in an attempt to enforce dumping restrictions.

A motion by Pat Artz, seconded by Hank Gibson to purchase two trail cams for surveillance usage pending being able to coordinate the checking of the cameras by the sheriff's office. R/C: Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

Mr. Hairston asked about spring clean up and the Trustees told him there is a drop off date set for April 11th and the township will post this on the Facebook page and put together a flyer.

REGULAR BUSINESS

A motion by Hank Gibson, seconded by Pat Artz to approve the minutes of the Regular Meeting of February 11, 2020. R/C: Mrs. Artz, yes; Mr. Gibson, yes. 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, seconded by Pat Artz to approve payroll warrants for February 28, 2020 in the amount of \$34,550.36 and other warrants in the amount of \$85,951.37 with warrants over \$1,000.00 being read aloud for approval. R/C: Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

OLD BUSINESS:

TRUSTEES

None.

FISCAL OFFICER

Gail said the 2019 year-end financials have been closed, financial information submitted to the State Auditor, 2020 permanent appropriations have been entered and numerous POs have been put on the books in anticipation of possible spending for 2020.

DEPARTMENTAL REPORTS

ROAD DEPARTMENT

Ray was present and reported the following:

Ray requested permission to send all his crew to LTAP Zoned Traffic Control Safety Class. Pat asked him how much that was and Ray said it was free.

A motion by Pat Artz, seconded by Hank Gibson to authorize sending the Road Department to LTAP zoned traffic control safety class on Wednesday, March 4, 2020 from 12:00 to 3:00 PM. R/C: Mrs. Arts, yes; Mr. Gibson, yes. Motion passed.

Ray discussed options for replacing or repairing the salt shed. He said the approximate cost to repair the current one would be about \$15,000. Gail asked him to estimate the man hours. Ray said he would work on it over the next several months during the down time days and do all the work in-house. The trustees agreed that repairing what we have and doing the work in-house was certainly more practical.

A motion by Pat Artz, seconded by Hank Gibson to authorize a purchase order to Carter Lumber in the amount of \$20,000 for the repairs to the salt shed from the General fund. R/C: Mrs. Arts, yes; Mr. Gibson, yes. Motion passed.

Ray discussed replacing the 2008 Chevy truck this year and got estimates through state bid. The approximate cost of the truck with build out is about \$70,000.

The Road Crew had to do emergency repairs on Lois St. for a drain pipe that had collapsed.

GRANDVIEW CEMETERY

No burials to report for the past two weeks.

The cemetery section signs are going to be installed and will need about \$500 worth of supplies from Carter Lumber for the posts and miscellaneous supplies. Once it is completed, Sarah will submit all the copies of the invoices to finalize the grant.

ZONING DEPARTMENT

Zoning Inspector Jim DiPaola was present and reported the following:

The Board of Zoning Appeals will meet March 11, 2020 to hear a variance request by RHS Development to reduce the required 100 foot frontage to 90 feet and reduce the required lot size of 1.5 acres to 1.4 acres on 2 new lots to be created.

Jim received an email from a resident interested in serving on the Zoning Commission.

Jim is working with the Prosecutor's Office on zoning code violators and with the Land Bank on properties available for purchase.

LIAISON

Jim is working on the NOPEC grant expenditures for 2020. He will get an estimate on reworking the roof over the fire apparatus bays.

Jim submitted the weekly report from the Economic Development Director, Dennis West.

Frank Hairston suggested forming an economic development committee comprised of township residents and business owners to offer suggestions and ideas for economic development.

FIRE DEPARTMENT

Fire Chief Mark Kozak was present and reported the following:

A motion by Hank Gibson, seconded by Pat Artz to authorize Mark to apply for a truck grant. R/C: Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

A motion by Hank Gibson, seconded by Pat Artz to authorize Mark to apply for an extrication equipment grant. R/C: Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

Suggestions for the Portage County Mitigation Plan were discussed. Among them were the flooding at Breakneck Creek, flooding at Dawley Road, and placing a Tornado Shelter in Birchwood Manor.

Mark mentioned the need to be getting the renewal levies submitted for the November elections.

Mark discussed a memorandum of understanding written by the Health Department.

RES # 20-014 A motion by Pat Artz, seconded by Hank Gibson to approve the Health Department MOU contingent upon PCPO approval of the language. R/C: Mrs. Arts, yes; Mr. Gibson, yes. Motion passed.

Mark discussed the Stryker preventative maintenance agreement for the cot loading system.

A motion by Hank Gibson, seconded by Pat Artz to authorize the extended warranty for the Power Cot with Stryker as presented. R/C: Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

The purchase of a treadmill was discussed using the BWC billions back money for use by the township employees.

A motion by Hank Gibson, seconded by Pat Artz to authorize the purchase of a commercial treadmill with a maintenance contract at a cost of no more than \$4,000 to be purchased from the General fund. R/C: Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

New roof leaks were found in the stairwell. Mark thanked the Road crew for repairing them. The NOPEC roof repairs and insulation installation over the fire department bays was discussed and Mark will get estimates.

A motion by Hank Gibson, seconded by Pat Artz to set the community holiday event date as December 12, 2020 from 12:00 Noon to 2:00 PM. R/C: Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

The ambulances will be going out for their semi-annual preventative maintenance appointments soon.

NEW BUSINESS

TRUSTEES

None.

FISCAL OFFICER

RES # 20-015 A motion by Pat Artz, seconded by Hank Gibson to approve the POs and BCs listed on the accompanying sheet totaling \$345,456.16. R/C: Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

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

ADJOURNMENT

A motion by Hank Gibson, seconded by Pat Artz to adjourn the meeting at 8:56 pm. R/C: Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

ATTEST:

CHAIR

TRUSTEE

FISCAL OFFICER

TRUSTEE