

**RAVENNA TOWNSHIP BOARD OF TRUSTEES
MINUTES OF REGULAR MEETING OF JANUARY 15, 2019**

The Ravenna Township Board of Trustees met in Regular Session at the Ravenna Township Trustee's Meeting Room, 6115 Spring Street, Ravenna, Ohio, on January 2, 2019. Trustee Vince Coia called the meeting to order at 7:06 P.M.

Roll call showed the following present: Trustees Vince Coia, Pat Artz, Hank Gibson (joined at 7:17), Fiscal Officer Gail Pittman, Fire Chief Mark Kozak, , Road Superintendent Ray Taylor and Assistant Fiscal Officer Jon Summers. Zoning Inspector Jim DiPaola was absent. Audience members were Chris Craycroft and Diane Smith.

AUDIENCE

Chris Craycroft, director of the Portage Park District, requested that the Trustees support the park district acquiring property to add to Towners Woods. The property abuts Red Brush Rd and was adjacent to Towners Woods.

RES # 19-003 A motion by Vince Coia, seconded by Pat Artz to hereby state the Township's support of West Creek Conservancy's application to the Clean Ohio Greenspace Conservation program for acquisition and conservation of land adjacent to Towner's Woods Park in Ravenna Township and the eventual transfer of that land to the Portage Park District. R/C: Mr. Coia, yes; Mrs. Artz, yes. Motion Passed.

REGULAR BUSINESS

A motion by Vince Coia, seconded by Pat Artz to approve the minutes of the Special Meeting of December 28, 2018. R/C: Mr. Coia, yes; Mrs. Artz, yes. Motion Passed.

A motion by Vince Coia, seconded by Pat Artz to approve the minutes of the Regular Meeting of January 2, 2019. R/C: Mr. Coia, yes; Mrs. Artz, yes. Motion Passed.

Vince announced the correspondence book was present and available for public viewing.

A motion by Vince Coia, seconded by Pat Artz to approve payroll warrants for January 18, 2019 in the amount of \$36,617.52 and other warrants in the amount of \$4,832.57 with warrants over \$1,000.00 being read aloud for approval. R/C: Mr. Coia, yes; Mrs. Artz, yes. Motion Passed.

**OLD BUSINESS:
TRUSTEES**

Vince asked whether the streetlight billing at Peck Road and SR 59 was done yet. Gail said no.

FISCAL OFFICER

None

DEPARTMENTAL REPORTS

ROAD DEPARTMENT

Road Superintendent Ray Taylor reported the following:

Everything in the department is running smoothly. We are ready for the storm forecasted for the upcoming weekend.

GRANDVIEW CEMETERY

There have been 3 burials since the last meeting.

ZONING DEPARTMENT

Zoning Inspector Jim DiPaola was absent, no report.

FIRE DEPARTMENT

Fire Chief Mark Kozak was present and reported the following:

Mark presented the annual Fire Department activity report.

The State equipment and reimbursement training grant has been submitted.

A motion by Hank Gibson, seconded by Pat Artz to apply for any and all grants that do not require matching funds for the duration of the year. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

Mark requested that the township send some more full time fire fighters to fire inspector school.

A motion by Hank Gibson, seconded by Pat Artz to authorize full time fire fighters Frawley and Myers to attend the February 18th – March 3rd Inspector School through the Akron Fire Department. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

A motion by Hank Gibson, seconded by Vince Coia to authorize the purchase of COR mannequins. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

Mark requested an executive session at the end of the meeting to discuss personnel attendance.

Firefighter Bowers submitted his letter of resignation.

RES # 19-004 A motion by Hank Gibson, seconded by Vince Coia to accept the resignation of Firefighter Bowers effective January 5, 2019. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

The recent ISO Survey has moved the township from a Class 4 to a Class 3 Fire Department.

Construction is scheduled for SR 88 in 2019. Mark has determined that to get to certain areas would take at least 15 minutes after receiving our alerts. He suggested that we ask Mantua FD to cover these areas during the construction.

A motion by Vince Coia, seconded by Hank Gibson to ask Mantua FD to respond on the Township's behalf during road construction scheduled for SR 88. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

NEW BUSINESS**TRUSTEES**

There is a liquor license request for the Cimmaron Lounge. The State wants to know if there are any objections or hearing requests.

A motion by Vince Coia, seconded by Hank Gibson to notify the State that the Township does not request a hearing on the liquor license request for the Cimmaron Lounge. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

Pat said she will be attending a meeting the next day with the city at the Mayor's office in regards to the Economic Development job position.

FISCAL OFFICER

RES # 19-005 A motion by Hank Gibson, seconded by Pat Artz to approve the following POs and BCs:

- a. PO #39-2019 in the amount of \$500.00 to Coia Implement Sales for misc parts and repairs from the Road fund.
- b. PO #73-2019 in the amount of \$200.00 to Coia Implement Sales for repairs from the Grandview fund.
- c. PO #89-2018 in the amount of \$150.00 to Coia Implement Sales for misc parts and repairs from the Fire fund. R/C: Mr. Coia, abstain; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

RES # 19-006 A motion by Vince Coia, seconded by Hank Gibson to approve the following POs and BCs:

- d. PO #121-2019 in the amount of \$500.00 to Southeastern Emergency Equipment Co. for EMS supplies from the EMS fund.

R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

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

RES # 19-006 A motion by Vince Coia, seconded by Hank Gibson to accept and approve the December bank reconciliation and financial reports as presented by the fiscal officer. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

Pursuant to R.C 121.22(g) Executive Session was requested to discuss employee attendance issues.

A motion by Vince Coia, seconded by Hank Gibson to suspend Regular session at 7:44 pm. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

A motion by Vince Coia, seconded by Pat Artz to enter into Executive session at 7:47 pm. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

Roll call showed the following present: Trustees Vince Coia, Hank Gibson, Pat Artz, Fiscal Officer Gail Pittman, Fire Chief Mark Kozak.

A motion by Vince Coia, seconded by Hank Gibson to close Executive session at 8:01 pm. R/C: Mr. Coia, yes; Mrs. Artz, yes. Motion Passed.

A motion by Vince Coia, seconded by Hank Gibson to re-enter into Regular session at 8:02 pm. R/C: Mr. Coia, yes; Mrs. Artz, yes. Motion Passed.

Roll call showed the following present: Trustees Vince Coia, Pat Artz, Fire Chief Mark Kozak, Fiscal Officer Gail Pittman, and Zoning Inspector Jim DiPaola.

The purpose of the Executive Session was to discuss employee attendance issues. No action was taken.

ADJOURNMENT

A motion by Hank Gibson, seconded by Vince Coia to adjourn the meeting at 8:22 pm.
R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

ATTEST:

CHAIRMAN

TRUSTEE

FISCAL OFFICER

TRUSTEE