

**RAVENNA TOWNSHIP BOARD OF TRUSTEES**  
**MINUTES OF REGULAR MEETING OF APRIL 23, 2019**

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The Ravenna Township Board of Trustees met in Regular Session at the Ravenna Township Trustee's Meeting Room, 6115 Spring Street, Ravenna, Ohio, on April 23, 2019. Trustee Hank Gibson called the meeting to order at 7:02 P.M.

Roll call showed the following present: Trustees Vince Coia, Hank Gibson, Fiscal Officer Gail Pittman, Zoning Inspector Jim DiPaola, Road Superintendent Ray Taylor, Firefighter Matt Frawley sat in for Chief Kozak. Trustee Pat Artz, Fire Chief Mark Kozak, and Assistant Fiscal Officer Jon Summers were absent. Audience members were Julie McLain, Annie Allman, William Barber, Jack Giulitto, and Frank Hairston.

**REGULAR BUSINESS**

A motion by Vince Coia, seconded by Hank Gibson to approve the minutes of the Regular Meeting of April 9, 2019. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

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

A motion by Hank Gibson, seconded by Vince Coia to approve payroll warrants for April 26, 2019 in the amount of \$45,217,83 and other warrants in the amount of \$49,912.69 with warrants over \$1,000.00 being read aloud for approval. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

**AUDIENCE**

Annie Allman was representing the Girl Scouts and was considering different projects for the organization to do. She was wondering if the Trustees would consider allowing them to fix up the Township Park. The Trustees said they would consider that, would need to see the expected costs. Vince said he would be the contact for the organization.

Julie McLain, Executive Director for Main Street Ravenna, spoke about their initiatives and events.

Jack Giulitto came to register a complaint about odors from a neighboring business. He said it occasionally produces a skunk smell, depending on the speed and direction of the wind. The Trustees said they had not received any complaints. Jim said he had just heard about the complaint that day and will be checking out the situation the following day.

Frank Hairston wanted to thank the Trustees and Ray for mowing the McElrath ballfield. He said the McElrath Improvement Corp. was planning some activities for the summer, e.g. a Jazz band in July, Art in the Park in August, and a Gospel Festival in September.

**OLD BUSINESS:**  
**TRUSTEES**

The Trustees discussed the Township building's roof issues.

**RES # 19-038** A motion by Vince Coia, seconded by Hank Gibson to authorize the roof replacement for the Fire Department apparatus bays and living quarters with Robert Romea Roofing using the SPF roofing system for no more than \$40,000 and approving PO#253-2019 for the same to be paid out of the Capital Improvement Fund. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

The road Department roof section will be replaced at a later date.

**FISCAL OFFICER**

None

**DEPARTMENTAL REPORTS****ROAD DEPARTMENT**

*Road Superintendent Ray Taylor reported the following:*

The Trash Cleanup day held April 20<sup>th</sup> went well. We filled three (3) roll of containers. The Tire Cleanup is scheduled for this Saturday, April 27<sup>th</sup> from 8:00 until noon.

The culvert pipe replacement repair on Adams Street has been completed.

Ray is still waiting on the County for the estimate for repaving Hidden Brook and chip/sealing the McElrath neighborhood. Ray thinks Hidden Brook is going to be about \$100K and McElrath around \$106K. We had budgeted \$150K for this year.

**GRANDVIEW CEMETERY**

The Cushman dump cart sold for \$527 on GovDeals.com. Ray wanted to thank Mark for handling that. Ray would like to take that money and buy some plants for the islands around the cemetery.

The grant funds for the archiving project have been received.

**ZONING DEPARTMENT**

*Zoning Inspector Jim DiPaola was present and reported the following:*

Jim has been working with the property owner at 6015 Lakewood Rd to have the home repaired and a barn demolished. The homeowner has limited funds.

Jim is working with the property owner at 6704 Wall St. to have the junk, trash and junk motor vehicles removed from the property. The property has taken the tenant to court to get permission to remove the tenant's property that was left behind from a defaulted land contract.

The property owner at 7582 Infirmary Rd, Henry Spriestersbach, has not picked up his certified letter from the post office. The letter will be returned to Ravenna Township after April 26, 2019.

The property owner at 7423 Infirmary Rd, John McFarland, has not picked up his certified letter from the post office. The letter will be returned to Ravenna Township after April 26, 2019.

Jim will be out of town from May 1 through May 5, 2019 and will be back in the office on Monday, May 6<sup>th</sup>.

**LIAISON**

The Economic Development Director applications have been received and a meeting is set for April 24, 2019.

The grease and oil interceptor has passed re-inspection by Portage County Water Resources. The County is requiring that the interceptor be cleaned quarterly and a log book maintained.

**FIRE DEPARTMENT**

*Fire Chief Mark Kozak was absent and Firefighter Frawley reported the following:*

We are still waiting to hear on the grants

The MARCS radios are being tested with dispatch.

We ran 24 calls within 3 hours on Sunday, April 16 related to the storm that hit the township. Mark wanted to thank the Duty Crew, the General Alarm Crew, the Road Department and the Zoning Department for all their help.

The quote from CTMS for the phone drop in the lobby came in at \$1,000. Mark is going to see if we can run it ourselves.

The building repairs in the fire dept. are going well.

Unit #2400 lights sirens are good, still awaiting the chargers to be installed.

## **NEW BUSINESS**

### **TRUSTEES**

### **FISCAL OFFICER**

**RES # 19-039** A motion by Hank Gibson, seconded by Vince Coia to approve the following POs and BCs:

#	PO #	Amount	Vendor	Fund	Purpose
A	241-2019	1000.00	AT&T	Fire	Cell phone
B	242-2019	250.00	Falls flag & banner	Grandview	Flags
C	243-2019	1000.00	The garden spot	Grandview	Shrubbery
D	244-2019	1000.00	Allen drain	General	Cleaning drain qtrly
E	245-2019	500.00	Kayline	Fire	Supplies
F	246-2019	500.00	Kayline	Road	Supplies
G	247-2019	125.00	Hivissupply.com	Fire	Uniforms
H	248-2019	4000.00	Witmer public safety	Fire	Uniforms
I	249-2019	1600.00	Route 14 embroidery	Fire	Uniforms
J	250-2019	275.00	Red diamond uniform	Fire	Uniforms
K	251-2019	1000.00	Marchese Communication	Fire	Install electronic equip
L	252-2019	500.00	Perfect choice auto	Fire	For new vehicle

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

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

A motion by Hank Gibson, seconded by Vince Coia to approve and accept March bank reconciliation and March financial reports as presented by the Fiscal Officer. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

**RES # 19-040** A motion by Vince Coia, seconded by Hank Gibson to authorize the disposition of EMS accounts as indicated on the LifeForce report. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

**ADJOURNMENT**

A motion by Vince Coia, seconded by Hank Gibson to adjourn the meeting at 8:54 pm.  
R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

ATTEST:

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CHAIR

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TRUSTEE

\_\_\_\_\_  
FISCAL OFFICER

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TRUSTEE