

**RAVENNA TOWNSHIP BOARD OF TRUSTEES
MINUTES OF REGULAR MEETING OF JULY 2, 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 July 2, 2019. Trustee Hank Gibson called the meeting to order at 7:00 P.M.

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

AUDIENCE

Beth Straubhaar said her great-grandmother was buried at Maple Grove Cemetery and her marker has been destroyed by the mower. She was wondering the proper procedure for getting it replaced. Hank told her that he was on the Maple Grove Board and referred her to speak with Mark Gabriel at Maple Grove. Hank will follow up with Mark.

Mr. Todd asked about paving Hidden Brook. He was disappointed upon reading the past minutes to hear that the paving wasn't going to be done soon. The Trustees told him that the current budget wouldn't allow paving of that road yet. Ray told him that he would be maintaining the road as best he can, but the repaving would not be happening for a while. Gail told him the Hidden Brook repaving project is budgeted to be done in 2022.

REGULAR BUSINESS

A motion by Vince Coia, seconded by Hank T. Gibson to approve the minutes of the Regular Meeting of June 18, 2019. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

The approval of the Special Meeting minutes on June 25, 2019 was tabled until the next meeting.

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 July 5, 2019 in the amount of \$50,574.93 and other warrants in the amount of \$13,028.20 with warrants over \$1,000.00 being read aloud for approval. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

OLD BUSINESS:

TRUSTEES

Vince said he had spoken with Pat and she has asked Frank Hairston to be on the PARTA Board and believes he is interested.

RES #19-055 A motion by Hank Gibson, seconded by Vince Coia to appoint Frank Hairston to the PARTA Board for the 3 year term beginning July 2019 pending Frank's agreement to the appointment. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

FISCAL OFFICER

Jon's printer has been replaced. The old printer needs disposed of.

A motion by Hank Gibson, seconded by Vince Coia to declare Jon's old printer as obsolete and authorize its disposal. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

The dental insurance renewal for 2020 has been received. There is no increase in cost or decrease in benefit.

Gail presented the OTARMA insurance appraisal report of tangible property assets. She said the main building value has gone down by a million dollars. The Trustees asked Gail to have the insurance agent come to the next scheduled meeting to discuss the changes.

The state has approved the new flag pole fund. Fund #2902 has been added.

The quotes for computer upgrades/replacements have been received. The new server will be \$7,719. Estimates on new Chrome Books are \$279 each plus install. To upgrade the 7 old desktops with memory and new operating systems would be \$3,100 or replacement cost of 7 new computers would be about \$7,000.

A motion by Hank Gibson, seconded by Vince Coia to purchase 3 new ChromeBooks for the Trustees. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

A motion by Hank Gibson, seconded by Vince Coia to purchase the new server and 7 new desktop computers. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

The cemetery grant application guidelines were received, the maximum award per year is \$1,000 for projects. This money cannot be used for regular operating costs. The deadline for application is August 15th.

A motion by Hank Gibson, seconded by Vince Coia to authorize Sarah Lund-Goldstein to apply for this year's Cemetery Grant. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

DEPARTMENTAL REPORTS

ROAD DEPARTMENT

Ray was present and reported the following:

Repairs are being made in the McElrath Development in preparation for the chip and seal.

The road side mower is repaired and out mowing now.

Road patching is being done in multiple areas of the township.

The brush chipping is being done as soon as the road crew can get to it. With all the storm damage this season, the normal 1-2 loads every other week has become 6-7 loads.

GRANDVIEW CEMETERY

There were 3 burials and 4 cremations in the past 2 weeks.

A small marble door at the mausoleum was damaged during an interment this past Saturday. Ray will get a quote from Portage Marble to replace it.

ZONING DEPARTMENT

Zoning Inspector Jim DiPaola was present and reported the following:

The BZA will meet July 10, 2019 to hear 2 cases.

Jim presented the June Zoning Report.

LIAISON

The Economic Development Director Committee has interviewed one applicant so far.

FIRE DEPARTMENT

Fire Chief Mark Kozak was present and reported the following:

We received \$2,995.00 Ohio EMS Reimbursement Grant.

The MARCS radios are still being tested.

An executive session was requested at the end of the meeting for employee disciplinary issues.

The new positive pressure fan has been installed. Mark asked to have the old one put up for auction.

A motion by Hank Gibson, seconded by Vince Coia to declare the old positive pressure fan as surplus and allow for its disposal. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

NEW BUSINESS**TRUSTEES**

None

FISCAL OFFICER

RES # 19-056 A motion by Vince Coia, seconded by Hank T. Gibson to approve the following POs and BCs:

- a. PO #285-2019 in the amount of \$600.00 to Chase Card Services for printer & supplies from the General fund
- b. PO #286-2019 in the amount of \$500.00 to Tyres International, Inc for mower tires from the Road fund
- c. PO #287-2019 in the amount of \$1,800.00 to Brandon Heating & Air Conditioning for hvac upgrades on NOPEC grant from the General fund
- d. PO #288-2019 in the amount of \$800.00 to Chase Card Services for misc repairs and maintenance from the Road fund
- e. PO #289-2019 in the amount of \$700.00 to Portage Marble & Granite for marble repair from the Grandview fund.

R/C: Vince Coia, yes; Hank Gibson, yes. Motion passed.

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

RES # 19-057 A motion by Vince Coia, seconded by Hank Gibson to accept the recommendations and authorize the disposition of EMS accounts as indicated on the LifeForce report. R/C: Vince Coia, yes; Hank Gibson, yes. Motion passed.

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

A motion by Vince Coia, seconded by Hank Gibson to suspend Regular session at 8:09 pm. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

A motion by Hank Gibson, seconded by Vince Coia to enter into Executive session at 8:09 pm. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

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

A motion by Hank Gibson, seconded by Vince Coia to close Executive session at 8:49 pm. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

A motion by Hank Gibson, seconded by Vince Coia to re-enter into Regular session at 8:49 pm. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

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

The purpose of the Executive Session was to discuss employee disciplinary issues and investigation of charges.

A motion by Hank Gibson, seconded by Vince Coia to suspend Firefighter Coleman for 3 shifts. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

A motion by Hank Gibson, seconded by Vince Coia to suspend Captain Collins for eight (8) hours. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

A motion by Hank Gibson, seconded by Vince Coia to suspend Firefighter Myers for 24 hours. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

ADJOURNMENT

A motion by Hank Gibson, seconded by Vince Coia to adjourn the meeting at 9:03 pm. R/C: Vince Coia, yes; Hank Gibson, yes. Motion passed.

ATTEST:

CHAIR

TRUSTEE

FISCAL OFFICER

TRUSTEE