

RAVENNA TOWNSHIP BOARD OF TRUSTEES MINUTES OF REGULAR MEETING OF JULY 16, 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 16, 2019. Trustee Hank Gibson called the meeting to order at 7:00 P.M.

Roll call showed the following present: Trustees Vince Coia, Pat Artz, Hank Gibson, Fiscal Officer Gail Pittman, Zoning Inspector Jim DiPaola, Road Superintendent Ray Taylor and Assistant Fiscal Officer Jon Summers. Fire Chief Mark Kozak was absent and Firefighter Frawley sat in for him. In the audience were Daniel Edwards, Peggy DiPaola, Grace Kleinsmith, Jim Zuccaro from OTARMA, and Bill Williams.

Hank said the Fire Department should do their report first since storms were moving in and Firefighter Frawley may be needed on calls.

FIRE DEPARTMENT

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

We did not receive the FireHouse Subs grant this year. Mark would like to reapply.

The MARCS radios are still being tested by Dispatch.

The Knox Key Secure System will run on Chromebooks, Mark will discuss this at the next meeting.

More surplus equipment has been placed on GovDeals.com.

The Fire Department will be running cables for the CPU and phones in their front office.

AUDIENCE

Danny Edwards said he lives on Peck Rd and heard the vacant property owned by Bob Cherry was for sale with rumors that a developer was buying the property and putting in a development. Danny was concerned about being forced to tie into the city water/sewer that would be put in for the development. Pat explained that unless his septic system was bad, or if the whole area around him had bad septic systems, that he would not be forced into that situation. Vince further elaborated on the requirements to hook into the city sewer. Danny was also concerned about the cars speeding on Peck Rd.

Peggy DiPaola said the Friends of the Flagpole have now been dissolved and was delivering the check of the remaining funds to donate to the Township's flagpole fund. She thanked the Trustees for allowing them to refurbish the flagpole and the Trustees thanked the Friends of the Flagpole for their work. Pat asked Peggy about progress on the interviews for the economic developer position. Peggy said it was going well and they were going to be doing another in person interview soon.

Grace Kleinsmith complained about her neighbor's trash in the yard and asked what can be done. The Trustees asked for the address of the neighbor (7642 SR 44). Jim said there is a current pending court case for that person for that specific reason.

Jim Zuccaro from OTARMA explained about a reduction in the insurance premium since 2014. He elaborated that the Township was one of the few where the valuation went down. Gail asked how the building was originally valued and why the replacement value went down so much without a corresponding reduction in the premium. Jim said he would check on those items and get

back to her. Jim talked about a grant for policy handbooks and Gail said the Township had already looked into that and spoke to Wendy. Jim offered to help advocate for award of the grant.

Bill Williams complained about a property next to him. The grass has not been cut in several years and said the woman that had lived there had been dead for 10 years and the property has been in probate the whole time. Jim said the Land Bank was going to look into acquiring the property. Bill said he would be interested in purchasing the property and tearing down the house. It is dilapidated; the roof is falling in, and infested with vermin.

BID OPENING

The bids for the McElrath Development chip and seal project were opened and read. The first bid was from H Luli Construction at \$101,994.00. The second bid was from Ronyak Paving at \$114,449.60. The apparent low bidder is H Luli Construction and the bids were to be delivered to the Portage County Engineers for tabulation and the Portage County Prosecutor review for compliance.

REGULAR BUSINESS

A motion by Pat Artz, seconded by Vince Coia to approve the minutes of the Special Meeting of June 25, 2019. R/C: Mr. Coia, yes; Mrs. Artz, yes; Mr. Gibson, abstain. Motion Passed.

A motion by Hank Gibson, seconded by Vince Coia to approve the minutes of the Budget Hearing Meeting of July 2, 2019. R/C: Mr. Coia, yes; Mrs. Artz, abstain; Mr. Gibson, yes. Motion Passed.

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

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

A motion by Vince Coia, seconded by Hank Gibson to approve the electronic deposit slip order charge of \$64.00 from June 11, 2019. R/C: Mr. Coia, yes; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

A motion by Vince Coia, seconded by Pat Artz to approve payroll warrants for July 19, 2019 in the amount of \$36,939.13 and other warrants in the amount of \$98,904.45 with warrants over \$1,000.00 being read aloud for approval. R/C: Mr. Coia, yes; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

RES #19-058 A motion by Vince Coia, seconded by Pat Artz to approve and accept the OTARMA Insurance Policy Renewal for 2019/2020 as presented. R/C: Mr. Coia, yes; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

A motion by Vince Coia, seconded by Pat Artz to accept the generous donation from the Friends of the Flagpole in the amount of \$12,635.44 and to send a thank you letter. R/C: Mr. Coia, yes; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

OLD BUSINESS:

TRUSTEES

Pat talked about the rain barrel workshop. It was the Trustees consensus to opt not to participate.

Vince asked Jon if First Energy had removed the late charges on the Peck Road pole installation. Jon said another bill had come in the previous week with the same charges, so he did not think it was fixed yet. Vince said he would follow up with his First Energy contact.

Hank said he would contact Clemens about possible writing of our policy manual.

Polichena called about his development and asked if the road will be repaired. Vince told him that it will not be repaired until all of his construction work was done. Polichena was also concerned about the hydrant flushing damaging the roads.

FISCAL OFFICER

All the new computer equipment is on order with CTMS.

DEPARTMENTAL REPORTS

ROAD DEPARTMENT

Ray was present and reported the following:

The storm damage to Cooley Rd culverts have been repaired.

Cooley Road has two trees that need cut down. Ray called Saboro's Tree service for a quote. Mike said he could take down the two trees and go down the whole west side of Cooley Rd and trim up the low limbs for \$2,000. Gail said to get all his information (W9 and certificate of insurance, etc.) so she could enter him in the database.

Ravenna City came out and jetted the storm drain lines down Fairhill Dr. They found a bad culvert in a driveway which the resident said they will purchase the new pipe and the Township will replace. Ray said the main problem with that street is that all the drains are different sizes. Ideally, they would have no issues if all the pipe were one size.

GRANDVIEW CEMETERY

There were 4 burials and 1 cremation and 1 pet burial in the past 2 weeks.

Ray had Sarah type up a response letter for Mrs. Al-Nouri's email complaint which our attorney has approved.

Ray mentioned an issue he had had with Short's Funeral Home not calling Akron Burial Vault to come to lower the casket. Ray's crew had to lower the casket by hand with straps. Ray was told to refuse to do that in the future. The Trustees told Ray to have Sarah write a letter to go out to all the funeral homes reiterating that we do not have the equipment for that and do not provide that service.

ZONING DEPARTMENT

Zoning Inspector Jim DiPaola was present and reported the following:

The BZA met July 10, 2019 for 2 variance requests. One for 3437 Marian Road was tabled until August 14, 2019. The variance request for an accessory building to be built in front of the house at 2994 Lovers Lane was approved.

Jim met with the new Assistant Prosecutor and discussed the status of current pending court cases.

Jim requested resolutions to forward 3 violation cases to the prosecutor.

RES # 19-059 A motion by Vince Coia, seconded by Pat Artz to forward 2019 VIO 10, David Chrin, 7146 Red Brush Rd, Ravenna OH, parcel 29-201-00-00-0030--- to the Portage County

Prosecutor fore enforcement of the Zoning Resolution. R/C: Mr. Coia, yes; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

RES # 19-060 A motion by Pat Artz, seconded by Vince Coia to forward 2019 VIO 13, June Tomor, 6797 Wall St, Ravenna OH, parcel 29-201-00-00-0030-000 to the Portage County Prosecutor fore enforcement of the Zoning Resolution. R/C: Mr. Coia, yes; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

RES # 19-061 A motion by Vince Coia, seconded by Hank Gibson to forward 2019 VIO 14, Michael Frampton, State Route 59, Ravenna OH, parcel 29-357-00-00-023-007 to the Portage County Prosecutor fore enforcement of the Zoning Resolution. R/C: Mr. Coia, yes; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

LIAISON

The Economic Development Director Committee is interviewing a second applicant this week.

NEW BUSINESS

TRUSTEES

The annual notification was received from the Dept. of Commerce regarding rights to object to any liquor permit renewals.

Pat said she spoke with the owner of Megan's Diner. They would like to install and maintain a couple of picnic tables in the Township Park.

A motion by Pat Artz, seconded by Vince Coia to allow Megan's Diner to install and maintain up to 3 picnic tables in the Township Park. If any problems arise, they will be responsible to remove the tables. R/C: Mr. Coia, yes; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

Vince said he would get in touch with the young woman who is planning on doing her Girl Scout landscaping project in the park so she and Megan's Diner can't coordinate the placement of the tables.

FISCAL OFFICER

RES # 19-062 A motion by Vince Coia, seconded by Pat Artz to approve the following POs and BCs:

- a. PO #290-2019 in the amount of \$8,000.00 to CTMS for server eq and labor from the General fund
- b. PO #291-2019 in the amount of \$1,800.00 to CTMS for Chromebooks for trustees from the General fund
- c. PO #292-2019 in the amount of \$2,400.00 to CTMS for new PCs from the Zoning fund
- d. PO #293-2019 in the amount of \$1,100.00 to CTMS for new PC from the Grandview fund
- e. PO #294-2019 in the amount of \$4,600.00 to CTMS for replacement PCs from the Fire fund.
- f. PO #295-2019 in the amount of \$715.00 to Detect Alarm System for replacing broken cameras from the General fund.

- g. PO #296-2019 in the amount of \$1,675.00 to Brandon Heating & Air Conditioning for HVAC work under NOPEC grant from the General fund.
- h. PO #298-2019 in the amount of \$20,201.00 to OTARMA for 2019/2020 insurance renewal from the General, Road, Grandview and Fire funds.
R/C: Mr. Coia, yes; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

RES # 19-063 A motion by Hank Gibson, seconded by Pat Artz to approve the following POs and BCs:

- i. PO #297-2019 in the amount of \$250.00 to Coia Implement Sales for repairs and supplies from the Fire fund.
R/C: Mr. Coia, abstain; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

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

RES # 19-064 A motion by Hank Gibson, seconded by Vince Coia to accept the recommendations and authorize sending EMS accounts as indicated on the LifeForce report to Capital Recovery for collection. R/C: Mr. Coia, yes; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

RES # 19-065 A motion by Hank Gibson, seconded by Vince Coia to accept the recommendations and authorize sending EMS accounts as indicated on the LifeForce report to the Attorney General for collection. R/C: Mr. Coia, yes; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

RES # 19-066 A motion by Hank Gibson, seconded by Vince Coia to write off EMS accounts as indicated on the LifeForce report. R/C: Mr. Coia, yes; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

RES # 19-067 A motion by Hank T. Gibson, seconded by Vince Coia to authorize a transfer of \$200,000.00 to Star Ohio from Chase Checking account for investment.
R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

ADJOURNMENT

A motion by Vince Coia, seconded by Pat Artz to adjourn the meeting at 8:49 pm. R/C: Mr. Coia, yes; Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

ATTEST:

CHAIR

TRUSTEE

FISCAL OFFICER

TRUSTEE