

The Ravenna Township Board of Trustees met in Regular Session at the Ravenna Township Trustee's Meeting Room, 705 Oakwood Street, Ravenna, Ohio, on September 1, 2009. The meeting was called to order at 7:00 P.M. by Chairman Robert A. Cherry. The Pledge of Allegiance was observed by all present. Roll call showed the following present: Trustees Robert A. Cherry, Hank T. Gibson, and Pat Artz; Fiscal Officer Kelly Rich; Department Heads Steve Bosso and Jim DiPaola. There were no residents in attendance.

A motion by Robert Cherry, seconded by Hank T. Gibson to approve the minutes of the August 18, 2009 regular meeting. R/C: Mr. Cherry, yes; Mr. Gibson, yes; Mrs. Artz, yes. The motion passed.

Mr. Cherry announced that the Correspondence Book was available for viewing.

The financial reports were viewed by the Trustees from the August 18, 2009 meeting and found to be correct.

A motion by Robert Cherry, seconded by Pat Artz to approve payroll (August 28, 2009) in the amount of \$33,833.96 and vouchers in the amount of \$155,558.14 (August 16, 2009). R/C: Mr. Cherry, yes; Mr. Gibson, yes; Mrs. Artz, yes. The motion passed.

### **OLD BUSINESS:**

#### **TRUSTEES**

There was old business, however the board wanted to wait until all other business was conducted before personnel issues were discussed; Trustee Gibson requested Executive Session for this subject matter.

A motion by Robert Cherry, seconded by Pat Artz to suspend the regular meeting at 7:50 P.M. to discuss personnel/payroll issues. R/C: Mr. Cherry, yes; Mr. Gibson, yes; Mrs. Artz, yes. The motion passed.

A motion by Robert Cherry, seconded Hank T. Gibson to close Executive Session at 8:38 p.m. R/C: Mr. Cherry, yes; Mr. Gibson, yes; Mrs. Artz, yes. Motion passed.

R/C showed the following present: Trustees: Cherry, Artz and Gibson; Fiscal Officer Rich and Fire Chief Steve Bosso.

The reason for Executive Session was to discuss personnel issues regarding payroll.

#### **CLERK**

A motion by Robert Cherry, seconded by Hank T. Gibson to refund the following EMS account due to overpayment: LUJAN \$50.00. R/C: Mr. Cherry, yes; Mr. Gibson, yes; Mrs. Artz, yes. Motion passed.

### **DEPARTMENTAL REPORTS**

#### **ROAD DEPARTMENT**

A motion by Robert Cherry, seconded by Pat Artz to approve and open a PO in the amount of \$2,000.00 to R & R Sanitation for the containers that will be used for the township fall drop-off scheduled October 3<sup>rd</sup>. R/C: Mr. Cherry, yes; Mr. Gibson, yes; Mrs. Artz, yes. Motion passed.

#### **FIRE DEPARTMENT**

A motion by Robert Cherry, seconded by Hank T. Gibson to accept a donation from the Portage County Charity Horse Show in the amount of \$200.00 for fire/EMS assistance provided during the show. R/C: Mr. Cherry, yes; Mr. Gibson, yes; Mrs. Artz, yes. The motion passed.

A motion by Hank T. Gibson, seconded by Robert Cherry to hire Ryan Leifheit, and Jeff Hall to part-time FF/Paramedic staffing effective immediately, the rate of pay will be \$11.00 per hour with a one (1) year probationary period. R/C: Mr. Cherry, yes; Mr. Gibson, yes; Mrs. Artz, yes. The motion passed.

A motion by Robert Cherry, seconded by Hank T. Gibson to transfer Tierney Ruehr from the part-time Administrative Assistant position to the fire department to the part-time staff of FF/Paramedic, effective immediately at the current rate of pay \$11.00 with a one (1) year probationary period. The Administrative Assistant position will not be filled due to budget constraints. R/C: Mr. Cherry, yes; Mr. Gibson, yes; Mrs. Artz, yes. The motion passed.

A motion by Hank T. Gibson, seconded by Pat Artz to promote according to the promotional list previously administered Kenneth Blubaugh from part-time FF/Paramedic to full-time FF/Paramedic effective September 27, 2009 with a rate of pay for the first six (6) months of \$12.42/\$33,009.30 and a one (1) year probationary period; upon completion of six (6) months he will receive an increment increase to \$13.52/\$33,758.89 according to the contract. R/C: Mr. Cherry, yes; Mr. Gibson, yes; Mrs. Artz, yes. Motion passed.

A motion by Robert Cherry, seconded by Hank T. Gibson to authorize the Fire Chief to contact Lieutenant Mark Kozak regarding his intent to return to the part-time staff following the contract staffing requirements as his current rank of Lieutenant or submit his resignation and he can reapply as a part-time FF at a later time, Mark requested a six (6) month leave of absence in the fall

of 2008 and has not scheduled hours since August 2008. R/C: Mr. Cherry, yes; Mr. Gibson, yes; Mrs. Artz, yes. Motion passed.

A motion by Hank T. Gibson, seconded by Robert Cherry to terminate part-time FF Pete Anders due to his failure to adhere to the part-time minimum staffing requirements and the paramedic tuition reimbursement agreement. R/C: Mr. Cherry, yes; Mr. Gibson, yes; Mrs. Artz, yes. Motion passed.

A motion by Hank T. Gibson, seconded by Robert Cherry to have the Fiscal Officer contact Attorney Murdock to determine the necessary steps to proceed with a garnishment from Pete Anders present employer Aurora Fire Department for payment for paramedic school according to the tuition reimbursement agreement. R/C: Mr. Cherry, yes; Mr. Gibson, yes; Mrs. Artz, yes. Motion passed.

A motion by Robert Cherry, seconded by Hank T. Gibson to place maximum hours of twenty (20) per pay period or ten (10) per week for Assistant Fire Chief Tim Morgan; he can not schedule his hours on the part-time roster, however he can be the 4<sup>th</sup> man on shift or work amongst the shifts to bring the minimum staffing up to the required numbers, His rate of pay regardless of duties is \$13.40 per hour. R/C: Mr. Cherry, yes; Mr. Gibson, yes; Mrs. Artz, yes. Motion passed.

**ZONING DEPARTMENT**

Trustee Cherry expressed the board's approval with Jim's progress and efforts.

Trustee Cherry asked Jim to look at 3254 Hommon; it is dilapidated and believed to be abandoned. Also Jim advised the residents on Hayes Road, the Long's have until October 1<sup>st</sup> to finish the house and November 1<sup>st</sup> to repair the shed.

**NEW BUSINESS**

**TRUSTEES**

Jo Ann Stikes submitted a letter requesting the township place a sidewalk on route 44/South Prospect Street for protection of pedestrians and to utilize stimulus monies, however the area she is concerned with is a county road, therefore the board will issue her a letter explaining that it is not our responsibility and she should forward her concerns to the Engineer.

**FISCAL OFFICER**

A motion by Robert Cherry, seconded by Pat Artz to approve the August 2009 bank reconciliation as submitted by the Fiscal Officer. R/C: Mr. Cherry, yes; Mr. Gibson, yes; Mrs. Artz, yes. Motion passed.

A motion by Robert Cherry, seconded by Hank T. Gibson to adjourn the meeting at 8:45 P.M. R/C: Mr. Cherry, yes; Mr. Gibson, yes; Mrs. Artz, yes. Motion passed.

ATTEST:

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CHAIRMAN

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TRUSTEE

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FISCAL OFFICER

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TRUSTEE