

The Ravenna Township Board of Trustees met in Regular Session at the Ravenna Township Trustee's Meeting Room, 6115 Spring Street, Ravenna, Ohio, on December 21, 2010. The meeting was called to order at 7:00 P.M. by Chairman Pat Artz. Roll call showed the following present: Trustees Hank T. Gibson, Pat Artz and Vince Coia; Fiscal Officer Kelly Rich; Department Heads Stan Zdanczewski, Steve Bosso. Also attending was Darrell Stephens, Road Department Superintendent replacement; Attorney Chad Murdock; part-time Fire Fighters Justin Lown and Paul McClintock.

A motion by Pat Artz, seconded by Hank T. Gibson to approve the minutes of the December 7, 2010 regular meeting. R/C: Mr. Coia, yes; Mr. Gibson, yes; Mrs. Artz, yes. Motion passed. Mrs. Artz announced that the Correspondence Book was available for viewing. The financial reports were viewed by the Trustees from the December 7, 2010 meeting and found to be in order.

A motion by Hank T. Gibson, seconded by Vince Coia to approve payroll (December 17, 2010 in the amount of \$32,252.00 and vouchers in the amount \$21,057.47 from December 21, 2010 with vouchers over \$1,000.00 being read for approval. R/C: Mr. Coia, yes; Mr. Gibson, yes; Mrs. Artz, yes. Motion passed.

OLD BUSINESS

TRUSTEES

A motion by Hank T. Gibson seconded by Vince Coia to pay former FT FF Sally Zaher the 48 of sick hours withheld from September 27 & October 30, 2010 payroll earnings due to results from pre-disciplinary hearing. R/C: Mr. Coia, yes; Mr. Gibson, yes; Mrs. Artz, yes. Motion passed.

FISCAL OFFICER

A motion by Pat Artz seconded by Hank T. Gibson to write off the following EMS account due to financial hardship: SHOTIN \$470.00. R/C: Mr. Coia, yes; Mr. Gibson, yes; Mrs. Artz, yes. Motion passed.

DEPARTMENTAL REPORTS

ROAD DEPARTMENT

Stan stated to the Board it has been a rough start to "winter" he has already received 400 ton of salt; currently the salt bin is full and hopefully the inclement weather has mired for some time.

Trustee Gibson stated the department did an exemplary job during the severe snowstorms last week.

A motion by Pat Artz, seconded by Vince Coia to inform Stan his last day of employment would be December 31, 2010. R/C: Mr. Coia, yes; Mr. Gibson, yes; Mrs. Artz, yes. Motion passed. Stan asked the Board for a letter indicating reasons why he was not rehired for 2011.

FIRE DEPARTMENT:

A motion by Hank T. Gibson, seconded by Vince Coia to accept a donation in the amount of \$615.00 from Jim DiPaola and family to purchase two mattresses and box spring for the fire department. R/C: Mr. Coia, yes; Mr. Gibson, yes; Mrs. Artz, yes. Motion passed.

A motion by Hank T. Gibson, seconded by Vince Coia to open and approve a PO in the amount of \$630.00 to Myers Appliance for the purchase of two mattresses and box springs, due to the donation as mentioned above. R/C: Mr. Coia, yes; Mr. Gibson, yes; Mrs. Artz, yes. Motion passed.

A motion by Hank T. Gibson, seconded by Vince Coia to open and approve a PO in the amount of \$2,903.33 to Carnegie Federal Body Company for continued work in the hydraulic generator on engine #2414. R/C: Mr. Coia, yes; Mr. Gibson, yes; Mrs. Artz, yes. Motion passed.

ZONING DEPARTMENT:

A motion by Hank T. Gibson seconded by Vince Coia to approve and open a PO in the amount of \$6,804.08 to Portage County Regional Planning for 2011 membership fees. R/C: Mr. Coia, yes; Mr. Gibson, yes; Mrs. Artz, yes. Motion passed.

A motion by Pat Artz, seconded by Vince Coia to expend \$189.59 to Portage County Water Resources from the funds on deposit on behalf of Ravenna Township at NDS for the property 3854 Blake Avenue belonging to Derrick Kendrick for the sewer that was never capped during demolition in 2005. R/C: Mr. Coia, yes; Mr. Gibson, yes; Mrs. Artz, yes. Motion passed.

A motion by Vince Coia, seconded by Pat Artz to declare 5581 S. Prospect Street; owner Ronald Postlewaite parcel #29-364-00-00-001-000 a nuisance and to forward to the Portage County Prosecutor to enforce compliance. R/C: Mr. Coia, yes; Mr. Gibson, yes; Mrs. Artz, yes. Motion passed.

A motion by Vince Coia, seconded by Pat Artz to declare 7324 Cliff Drive; owner William F. Harmon; parcel #29-204-10-00-050-000 a nuisance and to forward to the Portage County Prosecutor to enforce compliance. R/C: Mr. Coia, yes; Mr. Gibson, yes; Mrs. Artz, yes. Motion passed.

A motion by Vince Coia, seconded by Pat Artz to declare 4092 Summit Road; owner Larry D. Elam; parcel #29-262-00-00-038-000 a nuisance and to forward to the Portage County Prosecutor to enforce compliance. R/C: Mr. Coia, yes; Mr. Gibson, yes; Mrs. Artz, yes. Motion passed.

A motion by Vince Coia, seconded by Pat Artz to declare 3554 Summit Road; owner Larry D. Elam; parcel #29-302-00-00-001-000 a nuisance and to forward to the Portage County Prosecutor to enforce compliance. R/C: Mr. Coia, yes; Mr. Gibson, yes; Mrs. Artz, yes. Motion passed.

Jim stated the renovations for the zoning office has been completed and he thanked the Board for approving this project.

NEW BUSINESS

TRUSTEES

A motion by Pat Artz, seconded by Vince Coia to schedule the end of the year meeting for December 30, 2010 at 12:00 noon at the Trustee's meeting room. R/C: Mr. Coia, yes; Mr. Gibson, yes; Mrs. Artz, yes. Motion passed.

A motion by Pat Artz, seconded by Hank T. Gibson to suspend the regular meeting at 7:45 p.m., pursuant to R.C. 121.22(G) the request is to discuss personnel matters. R/C: Mr. Coia, yes; Mr. Gibson, yes; Mrs. Artz, yes. Motion passed.

A motion by Pat Artz, seconded by Vince Coia to close Executive Session at 8:45 p.m., R/C: Mr. Coia, yes; Mr. Gibson, yes; Mrs. Artz, yes. Motion passed.

Roll call showed the following present: Trustees Coia; Artz and Gibson, Fiscal Officer Rich and Attorney Murdock.

The reason for Executive Session was to discuss personnel matters.

A motion by Pat Artz, seconded by Hank T. Gibson to appoint Jim DiPaola as the hearing officer pursuant to personnel policy section 9.3 to conduct an investigation of alleged misuse of vacation time. R/C: Mr. Coia, yes; Mr. Gibson, yes; Mrs. Artz, yes. Motion passed.

A motion by Hank T. Gibson, seconded by Vince Coia to ratify the part-time Fire Fighters contract commencing November 21, 2010 through November 20, 2013. R/C: Mr. Coia, yes; Mr. Gibson, yes; Mrs. Artz, yes. Motion passed.

FISCAL OFFICER

The Fiscal Officer advised the Board of her intent to look for cleaning people for the new office space; she would contact Family & Community Service or other community organizations before hiring a cleaning group. The Board agreed.

A motion by Pat Artz, seconded by Vince Coia to authorize the part-time employees previously approved to be paid two holiday's per year reso #09-32 (Christmas & New Years) they will now be paid with a description of Hourly; they are part-time and do not accrue holiday hours, therefore they go negative on their timesheets and making this change will correct this. R/C: Mr. Coia, yes; Mr. Gibson, yes; Mrs. Artz, yes. Motion passed.

A motion by Pat Artz, seconded by Vince Coia to open and approve a PO in the amount of \$11,000.00 to Alger & Associates. LLC for the 2009 – 2012 audit. R/C: Mr. Coia, yes; Mr. Gibson, yes; Mrs. Artz, yes. Motion passed.

A motion by Pat Artz, seconded by Vince Coia to open and approve a PO in the amount of \$1,200.00 annually to Cintas for floor covering for admin & zoning. R/C: Mr. Coia, yes; Mr. Gibson, yes; Mrs. Artz, yes. Motion passed.

A motion by Vince Coia, seconded by Pat Artz to adjourn the meeting at 9:03 P.M. Roll call: Mrs. Artz, yes; Mr. Coia, yes; Mr. Gibson, yes. The motion passed.

ATTEST:

CHAIRMAN

TRUSTEE

FISCAL OFFICER

TRUSTEE