

The Ravenna Township Board of Trustees met in Regular Session at the Ravenna Township Trustee's Meeting Room, 6115 Spring Street, Ravenna, Ohio, on February 1, 2011. The meeting was called to order at 7:09 P.M. by Chairman Hank T. Gibson. Roll call showed the following present: Trustees Hank T. Gibson, Pat Artz and Vince Coia; Fiscal Officer Kelly Rich; Department Head Darrell Stephens and Assistant Fire Chief Tim Morgan. Audience members include Bob Walker; Captain Anders; Brad Benich and James Ehrman.

A motion by Hank T. Gibson, seconded by Pat Artz to approve the minutes of the January 18, 2011 regular meeting. R/C: Mr. Coia, yes; Mr. Gibson, yes; Mrs. Artz, yes. Motion passed. Mr. Gibson announced that the Correspondence Book was available for viewing. The financial reports were viewed by the Trustees from the January 18, 2011 meeting and found to be in order.

ACCOUNTING RESOLUTIONS

A motion by Hank T. Gibson, seconded by Vince Coia to approve payroll of (January 28, 2011) in the amount of \$32,477.03 and vouchers in the amount of \$80,976.05 with vouchers over \$1,000.00 being read for approval. Roll call: Mrs. Artz, yes; Mr. Gibson, yes; Mr. Coia, yes. Motion passed.

OLD BUSINESS:

TRUSTEES

Bob Walker was present to answer any questions the Board would have regarding Pafers information from the meeting that took place prior to the Trustee meeting. Bob explained that there is strength in numbers and to not exclude any municipalities wanting to explore joining a district. Bob asked the Board to confirm their support of the three main goals of Pafers for 2011; communications, operations and training, for 2011.

A motion by Hank T. Gibson, seconded by Vince Coia to confirm their support of the three main objectives of PAFERS for 2011; communications, operations and training. Roll call: Mrs. Artz, yes; Mr. Gibson, yes; Mr. Coia, yes. Motion passed.

Trustee Coia asked if anyone had proceeded with the selling of the equipment from FireCom or to place it on Ebay; the Fiscal Officer and Assistant Fire Chief stated we have not seen an inventory or any indication this has been done.

FISCAL OFFICER

A motion by Hank T. Gibson, seconded by Vince Coia to approve and open a PO in the amount of \$770.48 to DeAngelis Heating & A.C. this was an emergency as there was no heat in the new office, the motor had to be replaced. Roll call: (Mrs. Artz stepped out) Mr. Gibson, yes; Mr. Coia, yes. Motion passed.

DEPARTMENTAL REPORTS

ROAD DEPARTMENT

Darrell addressed the Board about tree on the right of way on Hommon Road is ready to fall; he contacted First Energy they came out and trimmed it back but it is split and will come down in a matter of time. The Board authorized him to obtain a few bids for the removal.

Also, the 2000 International truck's front end is in need of repair, the Board asked Darrell to get an exact figure of what it will cost for repair and then they will determine if it will be fixed or sold.

A motion by Vince Coia seconded by Hank T. Gibson to open & approve a PO in the amount of \$22,000.00 to Morton Salt for an additional 500 ton of salt. Roll call: Mrs. Artz, yes; Mr. Gibson, yes; Mr. Coia, yes. Motion passed.

FIRE DEPARTMENT

A motion by Hank T. Gibson, seconded by Vince Coia to open and approve a PO not to exceed \$3,000.00 to Highdesign & MyOffice products for furniture for the Assistant Chief's office; due to the relocation of his office he has no office furniture. Roll call: Mrs. Artz, yes; Mr. Gibson, yes; Mr. Coia, yes. Motion passed.

A motion by Hank T. Gibson, seconded by Vince Coia to open and approve a PO in the amount of \$17,000.00 to LifeForce for the annual expenses of ambulance billing. Roll call: Mrs. Artz, yes; Mr. Gibson, yes; Mr. Coia, yes. Motion passed. Roll call: Mrs. Artz, yes; Mr. Gibson, yes; Mr. Coia, yes. Motion passed.

A motion by Hank T. Gibson, seconded by Vince Coia to approve and open a PO in the amount of \$10,000.00 to Boundtree for the purchase of medical supplies. Roll call: Mrs. Artz, yes; Mr. Gibson, yes; Mr. Coia, yes. Motion passed.

A motion by Hank T. Gibson, seconded by Pat Artz to approve and open a PO to Buckeye Power Sales Co., in the amount of \$535.50 for the annual generator maintenance contract commencing July 2011 till January 2012. Roll call: Mrs. Artz, yes; Mr. Gibson, yes; Mr. Coia, yes. Motion passed.

A motion by Hank T. Gibson seconded by Vince Coia to approve and open a PO in the amount of \$1,660.72 annually for B & C Communications/Ravenna Township; this is for the Township's portion of the radio frequency user group. Roll call: Mrs. Artz, yes; Mr. Gibson, yes; Mr. Coia, yes. Motion passed.

ZONING DEPARTMENT:

No one was present from Zoning Department.

NEW BUSINESS

TRUSTEES

The Board discussed appointing representatives to sit on committee for Ravenna Township's interests to review if a fire district between Ravenna City and Ravenna Twp with the current fire dept budget is realistic. Jim Ehrman asked to be considered for this appointment; the Board indicated he would be an integral contributor as he is a retired Ravenna City Fire Fighter; Township resident and business owner. The Board did not appoint anyone, however they will after a discussion with the City.

FISCAL OFFICER

A motion by Vince Coia seconded by Hank T. Gibson to approve a transfer from the high yield savings to the commercial checking account #4901 Miscellaneous Capital Projects in the amount of \$5,000.00 for the last of the renovation bills. Roll call: Mrs. Artz, yes; Mr. Gibson, yes; Mr. Coia, yes. Motion passed.

The Fiscal Officer advised previously voted on in the January 4, 2011; resolution #11-10 the board would forgive up to \$50,000.00 for the Fire Department, I am advising you I have transferred \$25,000.00 to date, due to checking balance being negative \$1,535.79 after payroll.

A motion by Pat Artz, seconded by Vince Coia to authorize a transfer in the amount of \$100.00 from the checking balance to #2401 PMHA Lighting District the account went -51.47 after printing bills. Roll call: Mrs. Artz, yes; Mr. Gibson, yes; Mr. Coia, yes. Motion passed.

A motion by Pat Artz, seconded by Vince Coia to approve the January 2011 bank reconciliation as submitted by the Fiscal Officer. Roll call: Mrs. Artz, yes; Mr. Gibson, yes; Mr. Coia, yes. Motion passed.

A motion by Pat Artz, seconded by Vince Coia to authorize a transfer from the high yield savings (investment) to the #2031 Road Department checking balance in the amount of \$85,000.00 as the account went negative 14,443.23 after paying bills; the money was in investment not checking. The Fiscal Officer advised the Board the #2031 Road & Bridge had current balance of \$152,797.80 and this is considerably lower than she would like. Although she acknowledged the overtime and salt are a large expense at this time it needs to be monitored and only items necessary for operations should be expended until further notice. Roll call: Mrs. Artz, yes; Mr. Gibson, yes; Mr. Coia, yes. Motion passed.

A motion by Pat Artz, seconded by Vince Coia to declare the following list of office and operating supplies excess and obsolete due to FireCom disbanding and some items are broken. Roll call: Mrs. Artz, yes; Mr. Gibson, yes; Mr. Coia, yes. Motion passed.

- 1 – Stand up paper holder
- 1 – Telephone stand w/ drawer
- 6 – Wall trays
- 23 – Stacking trays (plastic)
- 2 – Postage scales
- 1 – Tape dispenser
- 1 – Computer arm rest
- 1 – Note pad dispenser
- 1 – Metal 5 tier stacked tray
- 2 – Sets mini stacking trays (1- 3 drawer, 1- 4 drawer)
- 3 – Rolodex w/index cards
- 3 – Business card holders
- 1 – Pencil cup (3 compartments)
- 1 – Pen and pencil holder
- 1 – 2 drawer metal file cabinet
- 2 – 3 drawer wood file cabinet (no top)& 1 missing a drawer
- 1 – Canon Ikon Imagerunner 1600 copier from fire com
- 1 – HP Fax machine Model # 3180

AUDIENCE

Captain Anders was present to ask the Trustees to not exclude the Fireman from the meetings they are having with the Ravenna City regarding a district it leads to rumors and speculation and they want to work collaboratively with the Trustees and Ravenna City for the best outcome for all concerned. The Board indicated they would not intentionally exclude them; however their objective if merging is to have the best product and be cost effective.

A motion by Hank T. Gibson, and seconded by Pat Artz to adjourn the meeting at 8:57 P.M. Roll call: Mrs. Artz, yes; Mr. Coia, yes; Mr. Gibson, yes. The motion passed.

ATTEST:

CHAIRMAN

TRUSTEE

FISCAL OFFICER

TRUSTEE