

The Ravenna Township Board of Trustees met in Regular Session at the Ravenna Township Trustee's Meeting Room, 705 Oakwood Street, Ravenna, Ohio, on May 5, 2009. The meeting was called to order at 7:00 P.M. by Chairman Robert A. Cherry. Roll call showed the following present: Trustees Robert A. Cherry, Hank T. Gibson, and Pat Artz; Fiscal Officer Kelly Rich; Department Heads Stan Zdanczewski, Steve Bosso and Jim DiPaola. Richard Brantley of 6601 Winfield Street, Ravenna and Ryan Markham representing Quality IP was also present.

A motion by Robert Cherry, seconded by Pat Artz to approve the minutes of the April 21, 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 April 21, 2009 meeting.

A motion by Robert Cherry, seconded by Hank T. Gibson to approve payroll in the amount of \$44,281.54 (May 8, 2009) and vouchers (April 22, 2009) in the amount of \$17,938.83. R/C: Mr. Cherry, yes; Mr. Gibson, yes; Mrs. Artz, yes. The motion passed.

#### **OLD BUSINESS:**

#### **TRUSTEES**

There was no old business brought up by the Trustees at this time.

#### **FISCAL OFFICER**

A motion by Robert Cherry, seconded by Hank T. Gibson To forward the following EMS account to in-house collections due to Life Force being unable to collect: COODES \$570.00. R/C: 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 refund the following EMS accounts due to overpayment: NEGVER01 \$75.00; OLLROB \$76.22; GIOJOA \$48.49; LEIDOR \$64.59 and DENROB \$570.00. R/C: Mr. Cherry, yes; Mr. Gibson, yes; Mrs. Artz, yes. The motion passed.

#### **DEPARTMENTAL REPORTS**

#### **ROAD DEPARTMENT**

A motion by Robert Cherry, seconded by Hank T. Gibson to open and approve a PO to Home Depot/cardmember service (mastercard) in the amount of \$1,923.68 for a drain cleaner aka "snake" to blow out pipes when they become clogged currently the township has to wait for assistance from the county to unclog pipes and usually when the township is experiencing drainage problems the county is to. R/C: Mr. Cherry, yes; Mr. Gibson, yes; Mrs. Artz, yes. The motion passed.

#### **FIRE DEPARTMENT**

A motion by Pat Artz, seconded by Hank T. Gibson to open and approve a PO in the amount of \$545.00 to Quick Copy for 500 EMS run reports. R/C: Mr. Cherry, yes; Mr. Gibson, yes; Mrs. Artz, yes. The motion passed.

The Fire Department is in need of four (4) computers two for the Captain's Office and the Administrative Assistant and Fire Chief; currently the Administrative Assistant's computer is not working at all and the Chief's is barely running. The Trustees determined they can purchase the two essential ones; Fire Chief and Administrative Assistant and upon new money the other two can be purchased.

A motion by Hank T. Gibson, seconded by Robert Cherry to open and approve a PO in the amount of \$1,994.96 to Quality IP for the purchase of two (2) computers; this does not include installation it covers hardware only. R/C: Mr. Cherry, yes; Mr. Gibson, yes; Mrs. Artz, yes. The motion passed.

Steve stated his department has responded to 420 calls to date; his department has responded to some high profile incidents over the passed few days, they were present for the Kent State Riots; the drowning at the reservoir.

#### **ZONING DEPARTMENT**

A motion by Robert Cherry, seconded by Pat Artz to declare the zoning computer no longer being used by the zoning department surplus and less than \$2,500.00 in value. They recommend selling if anyone is interested in the amount of \$50.00. R/C: Mr. Cherry, yes; Mr. Gibson, yes; Mrs. Artz, yes. The motion passed.

Jim reported that the updated zoning code is on display currently at four locations for the public to view; it is completed after the viewing process is complete, the next step will be to have a public hearing at the Trustee meeting in June adopting it for procedure. The code is compatible throughout the surrounding areas.

**NEW BUSINESS**

**TRUSTEES**

The Trustees discussed with Ryan Markham from Quality IP getting some figures for a contract vs. “ala-carte” route, they decided to wait until they determine what is going to happen with Fire Com. Ryan stated to just let him know what and when he can provide these figures.

A motion by Robert Cherry, seconded by Hank T. Gibson to forward a letter notifying the Union and Serb of their intent to open up for negotiations for the full-time contract with Attorney Chad Murdock representing the Township from the beginning. R/C: Mr. Cherry, yes; Mr. Gibson, yes; Mrs. Artz, yes. The motion passed.

The Trustees request a management meeting be set up with the elected officials and Attorney Murdock to determine contractual issues that each individual official has. The Fiscal Officer stated she would contact all concerned for the meeting or work session date and time and notify all accordingly.

**FISCAL OFFICER**

A motion by Robert Cherry, seconded by Hank T. Gibson to approve the April 2009 bank reconciliation as submitted by the Fiscal Officer. 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 approve and open a PO to the following vendors for supplies ordered: Quill Office, Independence Business Supply and Staples/cardmember service. This PO is not to exceed \$1,500.00. R/C: Mr. Cherry, yes; Mr. Gibson, yes; Mrs. Artz, yes. The motion passed.

A motion by Pat Artz, seconded by Robert Cherry to approve a transfer in the amount of \$10,000.00 from the general fund #1000 to fund #2181 Zoning Department; currently the balance is \$1,833.64; this will be needed for salaries and bills for the coming months. 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 open a PO in the amount of \$4,000.00 to Christley Herrington and Pierce for the purpose of representation during labor negotiations. Currently PO #145-2008 is open and has a balance of \$6,542.50 this PO will be in addition in case needed. R/C: Mr. Cherry, yes; Mr. Gibson, yes; Mrs. Artz, yes. The motion passed.

The Fiscal Officer discussed some issues that arose during the audit for 2007 and 2008; such as leave issues this became a finding and then and now PO’s.

The Fiscal Officer expressed that the audit has concluded although it was not what she had hoped, there were two (2) findings; hopefully she will do better in the next one. The Departments agreed to assist in any changes determined necessary to be in compliance. That is appreciated.

A motion by Robert Cherry, seconded by Hank T. Gibson to authorize an independent audit of the Fire Department sick/vacation hours; the auditor indicated it could be accomplished under 40 hours; any deficiencies will be brought before the board to determine action if any is necessary. R/C: Mr. Cherry, yes; Mr. Gibson, yes; Mrs. Artz, yes. The motion passed.

**AUDIENCE**

Mr. Brantley wanted to inform the trustees he will be attending a meeting on the 19<sup>th</sup> with the community to address some issues and concerns; he will then be present at our next meeting to discuss if any issues and to determine any solutions. He did express his gratitude for signs that were put in place since his request.

The community utilized the dumpsters that were provided and everything went well, although the next time he asked that they be picked up sooner as people continued to dump even after they were over filled and then while they sat there people proceeded to make a mess.

A motion by Pat Artz , seconded by Robert Cherry to adjourn the meeting at 8:25 P.M. Roll call: Mr. Cherry, yes; Mr. Gibson, yes; Mrs. Artz, yes. The motion passed.

ATTEST:

\_\_\_\_\_  
CHAIRMAN

\_\_\_\_\_  
TRUSTEE

\_\_\_\_\_  
FISCAL OFFICER

\_\_\_\_\_  
TRUSTEE

