

The Ravenna Township Board of Trustees met in Regular Session at the Ravenna Township Trustee's Meeting Room, 705 Oakwood Street, Ravenna, Ohio, on January 6, 2009. The meeting was called to order at 7:00 P.M. by Robert A. Cherry. Roll call showed the following present: Trustees Robert A. Cherry, Hank T. Gibson, and Pat Artz; Fiscal Officer Kelly Rich; Fire Chief Steve Bosso. Don Ebner a representative of AFLAC was present to introduce himself and AFLAC benefits to the Trustees.

The Fiscal Officer opened the floor at 7:03 p.m., for nominations for Chair and Vice Chair; Trustee Artz nominated Trustee Cherry to Chair, seconded by Hank T. Gibson. R/C: Trustee Artz, yes; Trustee Gibson, yes; Trustee Cherry, yes. Motion passed.

Trustee Hank T. Gibson nominated Trustee Artz for Vice Chair; Chairman Cherry seconded; R/C: Cherry, yes; Gibson, yes and Artz yes. Motion passed.

A motion by Robert Cherry, seconded by Hank T. Gibson to approve the minutes of the December 29, 2008 special meeting. Roll call: Mr. Cherry, yes; Mr. Gibson, yes; Mrs. Artz, yes. Motion passed.

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

The financial reports were viewed by the Trustees for the month of December 2008 and found to be in order.

A motion by Robert Cherry, seconded by Hank T. Gibson to approve payroll (December 31, 2008) \$46,656.53 and vouchers \$16,897.97 (December 31, 2008) totaling \$63,554.50. Roll call: Mr. Cherry, yes; Mr. Gibson, yes; Mrs. Artz, yes. Motion passed.

#### **OLD BUSINESS:**

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

#### **FISCAL OFFICER**

A motion by Robert Cherry, seconded by Pat Artz to refund the following EMS accounts due to overpayment for transport service: BALNIN01 \$.23; YOSZAC \$25.00; GEILIN \$25.00 and RICGLE \$76.22. Roll call: Mr. Cherry, yes; Mr. Gibson, yes; Mrs. Artz, yes. Motion passed.

#### **DEPARTMENTAL REPORTS**

##### **ROAD DEPARTMENT**

Stan was maintaining the roads due to the ice and weather.

##### **FIRE DEPARTMENT**

A motion by Hank T. Gibson, seconded by Robert Cherry to approve and open a PO in the amount of \$654.25 to Boundtree Medical for miscellaneous medical supplies for the EMS units, including IV fluids & catheters, gloves, bandages and glucose test strips. Roll call: Mr. Cherry, yes; Mr. Gibson, yes; Mrs. Artz, yes. Motion passed.

Steve requested the approval from the board to support the Portage Area Fire & EMS Research Study (PAFERSC) committee; participation with John D. Preuer and Associates to provide a detailed study into regional/consolidation of Fire and EMS of area municipalities, based on per capita Ravenna Township's share ranges from \$7,371.00 to \$8,393.00 and is dependant on one community's participation. Steve believes the township's portion would be \$7,371.00. Trustee Gibson requested this matter be tabled until the next trustee meeting he is going to attend the next PAFERSC meeting and wants to discuss with the mayor and attain a consensus of the other participants, the other trustees agreed to table this.

A motion by Hank T. Gibson, seconded by Pat Artz to table the above request until the next trustee meeting of January 20, 2009. R/C: Mr. Cherry, yes; Mr. Gibson, yes; Mrs. Artz, yes. Motion passed.

The board has received notification of Atwater Township's Trustees intent to terminate the current contract with FireCom effective January 15, 2009, however the current contract requires either party 120 days notification to terminate the contract, the Trustees agreed that a letter would be constructed by Chairman Cherry and Fire Chief Bosso that they are being held to the contract and Ravenna Township's position to take possession of equipment being utilized by Atwater that belongs to Ravenna Township.

#### **NEW BUSINESS**

A motion by Robert Cherry, seconded by Pat Artz to continue the regular meetings on the 1<sup>st</sup> & 3<sup>rd</sup> Tuesday of each month @ 7:00 p.m. in the Trustees meeting room located at 705 Oakwood Street, Ravenna, OH 44266. R/C: Mr. Cherry, yes; Mr. Gibson, yes; Mrs. Artz, yes. Motion passed.

A motion by Robert Cherry, seconded by Hank T. Gibson to require two (2) Trustee signatures and Fiscal Officer Signature on all checks. R/C: Mr. Cherry, yes; Mr. Gibson, yes; Mrs. Artz, yes. Motion passed.

A motion by Robert Cherry, seconded by Hank T. Gibson to require all purchases of parts, tools, equipment and supplies of \$100.00 - \$499.99, unless part of a current PO, made by the Road, Fire/EMS or Zoning to be approved by the Department Heads, Trustee, and the Clerk, PRIOR to

ordering or purchasing, with a written requisition request for and assigned requisition number. All purchases of \$500.00 or more must have a signed PO before the item/items are ordered or purchased, except for emergency repair parts and labor up to \$999.99. R/C: Mr. Cherry, yes; Mr. Gibson, yes; Mrs. Artz, yes. Motion passed.

A motion by Robert Cherry, seconded by Pat Artz To rehire Stanley Zdanczewski as Road Superintendent for 2009 with a 3% increase \$46,058.77/\$47,440.53/\$1,824.63); effective January 4, 2009. R/C: Mr. Cherry, yes; Mr. Gibson, no; Mrs. Artz, yes. Motion passed.

A motion by Robert Cherry, seconded by Pat Artz to rehire James Rhinehart as Assistant Road Supervisor for 2009 with a 3% increase \$18.62/\$19.18; effective January 4, 2009. R/C: Mr. Cherry, yes; Mr. Gibson, no; Mrs. Artz, yes. Motion passed.

A motion by Robert Cherry, seconded by Pat Artz to rehire Bryan Lydick as Service Laborer for 2009 with a 3% increase \$17.38/\$17.90; effective January 4, 2009. R/C: Mr. Cherry, yes; Mr. Gibson, no; Mrs. Artz, yes. Motion passed.

A motion by Robert Cherry, seconded by Pat Artz to rehire Glenn Rhinehart as Service Laborer for 2009 with an increase of \$2.66 per hour \$14.34/\$17.00; effective January 4, 2009. R/C: Mr. Cherry, yes; Mr. Gibson, no; Mrs. Artz, yes. Motion passed.

A motion by Robert Cherry, seconded by Hank T. Gibson to rehire Becky Dix as part-time retention officer/administrative support for 2009, at the current rate of pay \$10.55. R/C: Mr. Cherry, yes; Mr. Gibson, yes; Mrs. Artz, yes. Motion passed.

A motion by Robert Cherry, seconded by Hank T. Gibson to rehire Becky Carter as Administrative Assistant to the Trustees for 2009 at the current rate of pay \$15.00. R/C: Mr. Cherry, yes; Mr. Gibson, yes; Mrs. Artz, yes. Motion passed.

A motion by Robert Cherry, seconded by Hank T. Gibson to rehire Steven Bosso as Fire Chief for 2009 at the current rate of pay (\$28,415.00/\$1,125.67). R/C: Mr. Cherry, yes; Mr. Gibson, yes; Mrs. Artz, yes. Motion passed.

A motion by Robert Cherry, seconded by Hank T. Gibson to rehire Tim Morgan as Assistant Fire Chief for 2009 at the current rate of pay, (\$13.40). R/C: Mr. Cherry, yes; Mr. Gibson, yes; Mrs. Artz, yes. Motion passed.

A motion by Pat Artz, seconded by Hank T. Gibson to rescind resolution #08-323 and #08-324 to eliminate the Administrative Assistant position to the Fire Chief; Karrie Myers will be removed from Dispatch effective January 1, 2009 and assigned to the Administrative Assistant to the Fire Department, effective January 1, 2009 with a maximum of 20 hours per week at the current rate of pay of \$11.05. Her schedule will be implemented by the Fire Chief. R/C: Mr. Cherry, no; Mr. Gibson, yes; Mrs. Artz, yes. Motion passed.

A motion by Robert Cherry, seconded by Pat Artz to rehire Shannon (Fox) Paulus as Communication Supervisor at the current rate of pay \$13.72. R/C: Mr. Cherry, yes; Mr. Gibson, yes; Mrs. Artz, yes. Motion passed.

A motion by Robert Cherry, seconded by Pat Artz to rehire Jennifer Ferringer as Dispatch Supervisor for 2009 at the current rate of pay \$12.87. R/C: Mr. Cherry, yes; Mr. Gibson, yes; Mrs. Artz, yes. Motion passed.

A motion by Robert Cherry, seconded by Pat Artz to rehire Kelly Browne as full-time Dispatcher for 2009 at the current rate of pay \$10.86. R/C: Mr. Cherry, yes; Mr. Gibson, yes; Mrs. Artz, yes. Motion passed.

A motion by Robert Cherry, seconded by Hank T. Gibson to rehire Jessica Kiel as full-time dispatcher for 2009 at the current rate of pay \$10.86. R/C: Mr. Cherry, yes; Mr. Gibson, yes; Mrs. Artz, yes. Motion passed.

A motion by Robert Cherry, seconded by Pat Artz to rehire Don Harvey as full-time dispatcher for 2009 at the current rate of pay \$10.86. R/C: Mr. Cherry, yes; Mr. Gibson, yes; Mrs. Artz, yes. Motion passed.

A motion by Robert Cherry, seconded by Pat Artz to rehire all part-time dispatchers for 2009 at the current rate of pay \$9.50. R/C: Mr. Cherry, yes; Mr. Gibson, yes; Mrs. Artz, yes. Motion passed.

A motion by Robert Cherry, seconded by Pat Artz to rehire Jim Dipaola as Zoning Inspector for 2009 at the current rate of pay \$10.38. R/C: Mr. Cherry, yes; Mr. Gibson, yes; Mrs. Artz, yes. Motion passed.

A motion by Robert Cherry, seconded by Pat Artz to rehire Carolyn Chambers for 2009 Zoning Department Administrative Assistant at the current rate of pay \$9.00. R/C: Mr. Cherry, yes; Mr. Gibson, yes; Mrs. Artz, yes. Motion passed.

A motion by Robert Cherry, seconded by Hank T. Gibson to rehire all full-time Firefighters according to the contract in place; (\$1,695.36)(\$1,272.96) (\$1,509.12). R/C: Mr. Cherry, yes; Mr. Gibson, yes; Mrs. Artz, yes. Motion passed.

A motion by Robert Cherry, seconded by Hank T. Gibson to rehire all part-time paramedics (\$11.00)(\$12.25 Capt. Evans) & EMT's (\$9.50) for 2009 according to the contract currently in place. R/C: Mr. Cherry, yes; Mr. Gibson, yes; Mrs. Artz, yes. Motion passed.

A motion by Robert Cherry, seconded by Hank T. Gibson to rehire Lieutenant Simmons; Potter and Kozak at the current rate of pay according to the contract \$11.70. R/C: Mr. Cherry, yes; Mr. Gibson, yes; Mrs. Artz, yes. Motion passed.

Executive Session was not needed at this time.

A motion by Robert Cherry, seconded by Hank T. Gibson to continue the current mileage reimbursement rate of \$.45 for 2009. R/C: Mr. Cherry, yes; Mr. Gibson, yes; Mrs. Artz, yes. Motion passed.

A motion by Robert Cherry, seconded by Pat Artz to deem Christmas and New Years the holidays the Township's Personnel Policy states "part-time employees are entitled to holiday pay for two (2) holidays designated by the Board of Trustees"; R/C: Mr. Cherry, yes; Mr. Gibson, yes; Mrs. Artz, yes. Motion passed.

A motion by Robert Cherry, seconded by Pat Artz to accept the December 2008 bank reconciliation as submitted by the Fiscal Officer. R/C: Mr. Cherry, yes; Mr. Gibson, yes; Mrs. Artz, yes. Motion passed.

**AUDIENCE**

Don Ebner of AFLAC wanted to introduce him and the product to the township, he stated he had several municipalities as clients and he wanted to advise our employees of the benefits of this product. It is not insurance but a coordination of benefits. The employee has the option to select coverage that would benefit their individual needs, this is a portable benefit which would allow the employee to maintain coverage with no increase even if they were not employed by the township. The reimbursement is sent directly to the participant and not the hospital and doctor. It is through payroll deduction if the township elects to participate.

The Trustees stated they would discuss and advise him later if there is any interest.

A motion by Pat Artz, seconded by Hank T. Gibson to adjourn the meeting at 8:37 P.M. R/C: Mr. Cherry, yes; Mr. Gibson, yes; Mrs. Artz, yes. Motion passed.

ATTEST:

\_\_\_\_\_  
CHAIR

\_\_\_\_\_  
VICE CHAIR

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

\_\_\_\_\_  
TRUSTEE