

The Ravenna Township Board of Trustees met in Regular Session at the Ravenna Township Trustee's Meeting Room, 705 Oakwood Street, Ravenna, Ohio, on November 16, 2010. The meeting was called to order at 6:56 P.M. by Vice Chairman Hank T. Gibson. Roll call showed the following present: Trustees Hank T. Gibson and Vince Coia; Fiscal Officer Kelly Rich; Department Heads Stan Zdanczewski, Steve Bosso and Jim DiPaola. Also attending the meeting was Captain Heather Sweitzer and Captain Jim Collins. Attorney Murdock attended but arrived late.

A motion by Hank T. Gibson, seconded by Vince Coia to approve the minutes of the special meeting held November 1, 2010 and regular meeting of November 3, 2010. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion passed.

Trustee Gibson announced that the Correspondence Book was available for viewing.

The financial reports were viewed by the Trustees from the November 3, 2010 meeting and found to be in order.

A motion by Hank T. Gibson, seconded by Vince Coia to approve payroll (November 19, 2010) in the amount of \$27,910.47 and vouchers in the amount of \$18,149.43 from November 5th & 19th, 2010, with vouchers over \$1,000.00 being read for approval. Roll call: Mr. Gibson, yes; Mr. Coia, yes. Motion passed.

OLD BUSINESS:

TRUSTEES

Pursuant to resolution #10-195 approved June 15, 2010 the Board authorized \$1,000.00 to be paid for the indigent burial of Bev Rice; however according to the invoice submitted to Ravenna Township for payment Family & Community Services was reported to have paid \$1,269.00, therefore we did not pay. It has been reported Family & Community Services has not made payment either.

A motion by, Hank T. Gibson, seconded by Vince Coia to open and approve a PO in the amount of \$1,000.00 to Wood Kortwright Funeral Home for indigent resident Beverly Rice. Roll call: Mr. Gibson, yes; Mr. Coia, yes. Motion passed.

Trustee Gibson will contact Shannon Paulus to inquire how many hours she has remaining of the thirty (30) hours approved October 19, 2010 to complete the disbanding of FireCom Center if inventory is completed than she needs to provide the inventory all passwords, keys and any equipment she may have.

FISCAL OFFICER

A motion by Hank T. Gibson seconded by Vince Coia to write-off the following EMS account COLJAM02 \$570.00 due to financial hardship. Roll call: Mr. Gibson, yes; Mr. Coia, yes. Motion passed.

DEPARTMENTAL REPORTS

ROAD DEPARTMENT

A concern has been raised regarding the responsibility of the snow removal of the sidewalks located on Chestnut Street up by Bica's Lock shop and the Historical Society; due to the new high school, it is a danger to the students not to have this area cleared; the Board asked Stan to inquire with the City Road Superintendent Chuck Dowdy to determine who will maintain this area, Trustee Coia told Stan that if he was not very receptive, the Board would become involved.

A motion by Hank T. Gibson seconded by Vince Coia to approve and open a PO in the amount of \$45,000.00 to Morton Salt, Inc. for the 2010-2011 road salt; price per ton \$43.20 amount requested 1000 tons. Please be advised the invoices will be over \$499.99 and will not be approved at the meetings but paid as due. Roll call: Mr. Gibson, yes; Mr. Coia, yes. Motion passed.

A motion by Vince Coia, seconded by Hank T. Gibson to approve and open a PO in the amount of \$1,020.00 to Ravenna Oil for two (2) 55 gallon tanks of MVL oil. Roll call: Mr. Gibson, yes; Mr. Coia, yes. Motion passed.

A motion by Vince Coia, seconded by Hank T. Gibson; previously mentioned Brandon Simonetti was hired as a seasonal employee his last day of employment was October 29, 2010. Roll call: Mr. Gibson, yes; Mr. Coia, yes. Motion passed.

Stan advised the Board the equipment is prepped and ready for inclement weather, hopefully it won't be needed soon, but they are prepared.

FIRE DEPARTMENT

The following employees William Sagaser, Alec Keener, Robert Joseph and Sean Bryant were hired on November 1, 2010 with the incorrect hourly amount; the amount was reported as \$11.00 and it should be \$11.50 as directed by the part-time contract.

A motion by Hank T. Gibson, seconded by Vince Coia to approve and open a PO in the amount of \$575.00 for the 4th payment to B & C Communications for the radio user group invoice;

to date we have not received any participating municipality's portion and the payment needs to be made. Roll call: 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 \$568.89 to BoundTree Medical for miscellaneous EMS supplies, the hospital is cutting back on supplies they restock, therefore our purchasing of EMS supplies will increase. Roll call: Mr. Gibson, yes; Mr. Coia, yes. Motion passed.

A motion by Vince Coia, seconded by Hank T. Gibson to open and approve a PO in the amount of \$1,305.00 to ACS Firehouse Software for annual licensing of fire department work stations. This software manages all emergency calls, inspections, training, staff, inventory and maintenance records. Roll call: Mr. Gibson, yes; Mr. Coia, yes. Motion passed.

A motion by Hank T. Gibson, seconded by Vince Coia to approve Assistant Chief Morgan's payroll for November 19, 2010; currently he is capped at 20 hours of office time, however there was openings on the fire floor and he worked two (2) shifts, his total hours worked are 39.25. Roll call: Mr. Gibson, yes; Mr. Coia, yes. Motion passed.

A motion by Hank T. Gibson, seconded by Vince Coia to approve Assistant Chief Morgan to work a maximum of 24 hours of shift coverage per 14 day pay cycle, in addition to his twenty (20) hours of office work. He will be paid his normal rate of pay \$13.40 for these hours and no overtime will occur. However, this does not include any hours Assistant Morgan would attend for general alarm calls. Roll call: Mr. Gibson, yes; Mr. Coia, yes. Motion passed.

Chief Bosso congratulated Captain Sweitzer and Pepper for recently becoming certified with Ohio Task Force I and they are ready for deployment. They have worked hard and the department is proud of the accomplishment.

ZONING DEPARTMENT

The Inspector informed the Board that the renovations in the former Dispatch area is underway Assistant Morgan's office has been relocated to the fire floor and a tentative date for Zoning to be moved is December 1, 2010.

A motion by Hank T. Gibson, seconded by Vince Coia to authorize the grant application for the CEDS grant (Comprehensive Economic Development Strategy) be filed on behalf of Ravenna Township through Regional Planning to target State Route 59 to Menough Road to have water lines installed. Roll call: Mr. Gibson, yes; Mr. Coia, yes. Motion passed.

A motion by Hank T. Gibson, seconded by Vince Coia to authorize the Zoning Inspector to hire contractor Bob Helmling to excavate Reverend Kendrick's property (3850 & 3854 Blake Avenue) to determine if the sewer was capped by Winter's Construction back in 2005; funds will be disbursed from the funds being held by NDS on behalf of Ravenna Township. Roll call: Mr. Gibson, yes; Mr. Coia, yes. Motion passed.

Also, the sewer has been capped at the Twila Scott 6286 Hill Street property and we are waiting on Dominion to remove the gas meter and then the structure will be demolished.

The property belonging to Michael Thomas of Spring Street, we are waiting on the owner to obtain a deed and sign over the property to the Township.

There has been phone communication with Sharie Meduri regarding the Township taking over the property located at 6882 Cleveland Road.

NEW BUSINESS

TRUSTEES

A motion by, Hank T. Gibson, seconded by Vince Coia to send notification to Family & Community Services of Ravenna Township's intent to vacate the suite we are currently occupying for our Zoning Office and meeting room; effective December 31, 2010. Roll call: Mr. Gibson, yes; Mr. Coia, yes. Motion passed.

A motion by Hank T. Gibson, seconded by Vince Coia to execute the Consortium Agreement between Robinson Health Affiliates dba: Working Partners and Ravenna Township commencing January 1, 2011 through December 31, 2012 with a rate increase (see original for rates); this is for membership with Drug & Alcohol Testing Consortium. Roll call: Mr. Gibson, yes; Mr. Coia, yes. Motion passed.

FISCAL OFFICER

A motion by Hank T. Gibson, seconded by Vince Coia to approve and accept the renewal rates for medical and dental benefits for the renewal period of November 1, 2010 through October 30, 2011 with Anthem in the monthly amount of \$15,248.64; the increase came in at 24% the other carries that were asked to provide quotes came in higher: Summa Care \$18,929.33 and Medical mutual \$18,796.43. Also was Kaiser \$12,824.22 but this is a tier program and not a significant amount to change carriers. Roll call: 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 \$183,000.00 to Anthem for the current years benefits; this may fluctuate up or down due

to adding full-time employee or removing them based on their benefits i.e. Single, family or employee spouse or employee children. Roll call: Mr. Gibson, yes; Mr. Coia, yes. Motion passed.

A motion by Vince Coia, seconded by Hank T. Gibson to accept the October 2010 bank reconciliation as submitted by the Fiscal Officer. Roll call: Mr. Gibson, yes; Mr. Coia, yes. Motion passed.

A motion by Hank T. Gibson, seconded by Vince Coia to close PO #10-2009; to Christley Herrington & Pierce Attorneys due to Attorney Chad Murdock leaving the practice. Roll call: Mr. Gibson, yes; Mr. Coia, yes. Motion passed.

Pursuant to minutes of November 3, 2010 the Board retained Attorney Murdock as outside counsel;

A motion by Hank T. Gibson, seconded by Vince Coia to open a PO in the amount of \$4,000.00 to Chad Murdock, Attorney & Counselor at Law with fire and general funds being encumbered for this PO. Roll call: Mr. Gibson, yes; Mr. Coia, yes. Motion passed.

A motion by Vince Coia, seconded by Hank T. Gibson to approve a transfer from investment in the amount of \$20,000.00 from #4901 Miscellaneous Capital Projects to pay for renovations bills as due. Roll call: Mr. Gibson, yes; Mr. Coia, yes. Motion passed.

Please be advised I have completed the IPA Proposal evaluations for the Auditors submitting bids for Ravenna Township's audit for 2010-2012. The Auditor's Office will make the final decision and award the bid. Bid proposals were provided for your perusal.

A motion by Hank T. Gibson, seconded by Vince Coia to suspend the regular scheduled meeting at 7:45 P.M. pursuant to R.C. 121.22(g). Roll call: Mr. Gibson, yes, Mr. Coia, yes. Motion passed.

The purpose of Executive Session was to discuss with Counsel the part-time union negotiations and employee matters.

A motion by Hank T. Gibson, seconded by Vince Coia to close Executive Session at 9:08 P.M. Roll call: Mr. Gibson, yes, Mr. Coia, yes. Motion passed.

Roll call showed the following present: Trustees Coia and Gibson, Fiscal Officer Rich; Attorney Murdock and Fire Chief Steve Bosso.

The purpose of Executive Session was to discuss with Counsel the part-time union negotiations and employee matters.

A motion by Hank T. Gibson, seconded by Vince Coia to adjourn the meeting at 9:09 P.M. Roll call: Mr. Coia, yes; Mr. Gibson, yes. The motion passed.

ATTEST:

CHAIRMAN

TRUSTEE

FISCAL OFFICER

TRUSTEE