

The Ravenna Township Board of Trustees met in Regular Session at the Ravenna Township Trustee's Meeting Room, 705 Oakwood Street, Ravenna, Ohio, on September 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 and Jim DiPaola. Resident Richard Brantley of 6601 Winfield Street, Don Bryant (new employee) and Ted Manfrass (architect) were present in the audience.

A motion by Pat Artz, seconded by Vince Coia to approve the minutes of the September 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 meeting and found to be in order.

A motion by Pat Artz, seconded by Hank T. Gibson to approve payroll (September 24, 2010) in the amount of \$36,251.09, there was no vouchers at this time. Roll call: Mrs. Artz, yes; Mr. Gibson, yes; Mr. Coia, yes. Motion passed.

### **OLD BUSINESS:**

#### **TRUSTEES**

Due to only receiving one (1) employment application for the Road Superintendent position the Trustees agreed to resubmit the ad in the employment section for one more day (September 26) with applications being due Monday, October 4, 2010 in the Fiscal Office by 12:00 noon. The cost to run this one time is \$210.50.

#### **FISCAL OFFICER**

A motion by Pat Artz, seconded by Vince Coia to write-off the following EMS accounts due to being deceased with no estate or assets: GARDON (Donna Garcia) \$78.30 and CASCEA (Dean Case) \$890.00. Roll call: Mrs. Artz, yes; Mr. Gibson, yes; Mr. Coia, yes. Motion passed.

A motion by Vince Coia seconded by Hank T. Gibson to forward the following EMS accounts to Capital Recovery for collection due to LifeForce being unable to collect: ANDERO03 \$470.00; HOWCAR \$740.00; KENGAR01 \$199.08 and PLAAMB \$570.00. Roll call: Mrs. Artz, yes; Mr. Gibson, yes; Mr. Coia, yes. Motion passed.

A motion by Vince Coia seconded by Hank T. Gibson to refund the following EMS accounts due to overpayment: KOHJAC \$79.86 and HASJAM01 \$167.62. Roll call: Mrs. Artz, yes; Mr. Gibson, yes; Mr. Coia, yes. Motion passed.

### **DEPARTMENTAL REPORTS**

#### **ROAD DEPARTMENT**

A motion by Pat Artz, seconded by Vince Coia to approve and open a PO in the amount of \$578.24 to Kauffman Tire for the purchase of four (4) tires for the chipper truck. Roll call: Mrs. Artz, yes; Mr. Gibson, yes; Mr. Coia, yes. Motion passed.

Stan advised that the large paving project has been completed; roads have been striped and bermed, although there are a few places he needs to place some black top to fill in some low areas.

Trustee Coia inquired about resident Jason Connor of Meadowbrook Road he previously requested to have this road dedicated and brought out of the unmaintained status; Stan indicated the County informed him the Township could take it over, however it is in need of repair and would be a considerable cost to the township to complete and manage; at this time the Board and Stan agreed to provide some road grindings to fill in large holes in the road.

Stan also advised the Board there is a dangerous section on Morgan Road and he would like to have a guard rail put up; the County has a piece of used guardrail, posts and ends for us to purchase for about \$224.50.

#### **FIRE DEPARTMENT**

A motion by Hank T. Gibson seconded by Vince Coia to approve the EMS contract with Brady Lake Village commencing September 1, 2010 through August 31, 2011 with an annual amount of \$11,760.00/\$2,940.00 quarterly. This is being submitted with a 5% increase. 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 the hiring of Don Bryant as a part-time FF/EMT INT; at an hourly rate of \$10.50 per hour with a one (1) year probationary period. Roll call: Mrs. Artz, yes; Mr. Gibson, yes; Mr. Coia, yes. Motion passed.

A motion by Hank T. Gibson, seconded by Vince Coia to accept the resignation of part-time FF Jeff Hall; due to other employment obligations and not being able to commit to Ravenna Township. 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 not to exceed \$550.00 to Advance Auto Parts for the purchase of tie rods, arms and associate parts. 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 the maintenance agreement with B & C Communications for one (1) year of 24/7 coverage of the Township owned radio system. All additional users shall be contributing their portion of this contract as soon as invoices are sent (contracts are still at Prosecutor's Office), the total amount of the contract is \$6,900.00 billed monthly of \$575.00 increments. Roll call: Mrs. Artz, yes; Mr. Gibson, yes; Mr. Coia, yes. Motion passed.

#### **ZONING DEPARTMENT**

A motion by Vince Coia seconded by Pat Artz to schedule a Public Hearing on October 19, 2010 at 6:30 p.m., to review/accept/reject the proposed zoning amendments submitted by the Zoning Commission previously approved by Regional Planning. Roll call: Mrs. Artz, yes; Mr. Gibson, yes; Mr. Coia, yes. Motion passed.

A motion by Vince Coia, seconded by Hank T. Gibson to authorize the Fiscal Officer to request a title search for 6882 Cleveland Road; property owner Sheri Meduri; parcel number 29-310-00-00-020-000. Roll call: Mrs. Artz, yes; Mr. Gibson, yes; Mr. Coia, yes. Motion passed.

The Zoning Inspector stated that the no parking resolution (10-271) has been posted in five (5) places and property owners have been notified of this ban; property owner of 3471 state route 59 has been cited for insufficient parking and vehicles being repaired are not behind the fence. Cummins Lane #4732, #4724 and #4713 has been cited by Prosecutor for junk/trash, junk vehicles and miscellaneous parts and has ten (10) days to comply.

Resident Deb Kemble sent an email to the Inspector that they are interested in the property next door; 6381 Spring Street belonging to Michael Thomas (vacated) they would offer a maximum of \$12,000.00 for this property but they want the third structure to renovate into a single family structure, the total cost to demolish pay back taxes and cap off sewer and storm water would be at least \$22,797.34.

#### **NEW BUSINESS**

##### **TRUSTEES:**

A motion by Hank T. Gibson seconded by Vince Coia to retain Shannon Paulus Communications Manager for a period of two weeks; until October 15, 2010 on a part-time basis not to exceed 24 hours per week for the dismantling, inventory and any other duties necessary for disbanding FireCom Center. At this time she will report directly to the Trustees. Roll call: Mrs. Artz, yes; Mr. Gibson, yes; Mr. Coia, yes. Motion passed.

A motion by Hank T. Gibson seconded by Vince Coia to accept the Dispatching contract as presented between Ravenna Township and The City of Ravenna commencing October 1, 2010 through December 31, 2012. Cost for calendar year 2010 is \$25.81 per call; calendar year 2011 \$27.10 per call and calendar year 2012 is \$28.45 per call. Roll call: Mrs. Artz, yes; Mr. Gibson, yes; Mr. Coia, yes. Motion passed.

A motion by Hank T. Gibson, seconded by Vince Coia to suspend the regular meeting at 8:45 p.m., pursuant to R.C. 121.22(G) to discuss employment matters. Roll call: Mrs. Artz, yes; Mr. Gibson, yes; Mr. Coia, yes. Motion passed.

A motion by Hank T. Gibson seconded by Vince Coia to close executive Session at 9:03 p.m. Roll call showed the following present Trustees Artz, Gibson, Coia and Fiscal Officer Rich. The purpose of Executive Session was to discuss employment matters pursuant to R.C. 121.22(G).

##### **FISCAL OFFICER**

A motion by Vince Coia seconded by Hank T. Gibson to retain Attorney Murdock for the purpose of representing the Township for collection from former employee part-time FF/EMT Chris McCormack in the amount of \$120.00 owed from pay period an error when processing payroll. 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 Assistant Chief Morgan exceeding his maximum hours of 20 hours per pay period due to training for the pay period August 29, 2010 through September 11, 2010. Roll call: Mrs. Artz, yes; Mr. Gibson, yes; Mr. Coia, yes. Motion passed.

Please be advised Sally Zaher has requested to receive compensation for her accumulated hours in increments prior to her resigning her full-time position; the first cash out is September 24, 2010 of 96 holiday hours. Trustee Gibson and I concurred; there was no objection from the remaining Board members.

Please be advised that I am working with the Auditor's Office for the bid process for the upcoming audit covering 2009 through 2010.

A motion by Vince Coia seconded by Hank T. Gibson to approve a transfer in the amount \$15,000.00 from the general fund #1000 to the #2181 zoning fund, currently the balance is \$2,963.37; it is needed for operating expenses. Roll call: Mrs. Artz, yes; Mr. Gibson, yes; Mr. Coia, yes. Motion passed.

**AUDIENCE**

Ted Manfrass was present to discuss the site plans and costs associated to the renovations to the Firecom Center once it is disbanded. The Fiscal Officer asked that the access door through the bays remain, the drawings were going to remove it and have only one entrance/exit, I felt there should be another access into and exit to the other part of the building. After this change he will meet with Eric Hummel (contractor) and then submit to the building department for approval and permits and proceed from there. These changes will allow the Fiscal Office and Zoning Office to occupy the entire floor.

A motion by Pat Artz, and seconded by Hank T. Gibson to adjourn the meeting at 9:05 P.M. Roll call: Mrs. Artz, yes; Mr. Coia, yes; Mr. Gibson, yes. The motion passed.

ATTEST:

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CHAIRMAN

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TRUSTEE

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FISCAL OFFICER

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TRUSTEE