

**RAVENNA TOWNSHIP BOARD OF TRUSTEES
MINUTES OF EMERGENCY MEETING OF JULY 14, 2014**

The Ravenna Township Board of Trustees met in Emergency Session at the Ravenna Township Office of the Fiscal Officer, 6115 Spring Street, Ravenna, Ohio, on July 14, 2014. Trustee Chairman Vince Coia called the meeting to order at 5:40 P.M. Roll call showed the following present: Trustees Hank T. Gibson, Pat Artz, and Vince Coia; Fiscal Officer Gail Pittman; Note that media was notified and published.

Emergency session was requested to discuss and approve the hiring of Nancy Soldan for the position of Assistant Fiscal Officer and any other business to come in front of the Board.

NEW BUSINESS
TRUSTEES

Trustee Coia reported that he received a packet of information from NOPEC stating that they were able to now offer lower rates on gas & electric utility for municipal buildings.

A motion by Vince Coia, seconded by Hank T. Gibson to respond and request NOPEC provide the Township with utility pricing information. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

Official reports from the Building and Health Departments were received and distributed regarding the property inspection of 3286 State Route 59. There was no discussion.

Trustee Coia reported that Scott Dozanti has verbally requested from Darrell a leave of absence for three weeks instead of resignation just in case the other job did not work out. After a review of the policy manual, it is stated that a leave of absence must be in writing prior to the effective date. Since he already submitted his resignation verbally, and it was accepted at the last Trustee meeting a leave of absence cannot be granted. It was noted that if the job did not work out and he applied before the position was filled he would be given re-hire priority. However, he would be starting out as a new hire because there would be a break in service.

FISCAL OFFICER

Fiscal Officer Pittman requested permission to hire Nancy Soldan for the position of Assistant Fiscal Officer under ORC 507.021 effective July 15, 2014. Her requested starting hourly pay rate is \$11.00. Her work schedule from July 15, 2014 through August 1, 2014 will be part-time with hours worked less than 28 per week. Effective August 4, 2014 her status will change to full-time and benefits will start accruing at that point. Her six month probationary period is to begin July 15, 2014.

Trustee Gibson raised objections that the position was originally advertised as part-time. We later revised the job description to include other duties, such as records clerk and necessitated changing it to full-time status. When Heather Flint did not accept the position, a candidate was hired from the pool of applicants and the job was not re-posted. Fiscal Officer Pittman responded that she needed to fill this position as soon as possible as she has not had help for nearly two months. Much time was lost in waiting for Heather and then she ultimately declined the offer. An acceptable candidate was hired from the pool of applicants. Trustees Coia and Artz agreed that it created continued difficulties to wait longer.

RES #14-322 A motion by Vince Coia, seconded by Pat Artz to hire Nancy Soldan effective July 15, 2014 at \$11.00/hour and terms in accordance with the request by the Fiscal Officer. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, no. Motion Passed.

ADJOURNMENT

A motion by Vince Coia seconded by Hank T. Gibson to adjourn the meeting at 6:25 p.m.
R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

ATTEST:

CHAIRMAN

TRUSTEE

FISCAL OFFICER

TRUSTEE