

**RAVENNA TOWNSHIP BOARD OF TRUSTEES**  
**MINUTES OF SPECIAL MEETING OF OCTOBER 7, 2015**

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The Ravenna Township Board of Trustees met in Special Session at the Ravenna Township Trustee's Meeting Room, 6115 Spring Street, Ravenna, Ohio, on October 7, 2015. Trustee Hank Gibson called the meeting to order at 5:32 P.M. Roll call showed the following present: Trustees Hank Gibson, Pat Artz and Vince Coia; Fiscal Officer Gail Pittman; Department Heads Fire Chief Mark Kozak, Zoning Inspector/Liaison Jim DiPaola, Assistant Road Supervisor Ray Taylor and Assistant Fiscal Officer Jon Summers.

The purpose of the Special Session was for reviewing and approving the group health insurance policy package for the 2015/2016 renewal period; to approve the related employee benefit plan updates; approve changes to the appropriation budget; and to approve any purchase orders and payments presented.

**TRUSTEES**

**RES #15-157** A motion by Hank Gibson, seconded by Vince Coia to adopt the HRA as it has existed since October 2, 2012:

Whereas, on October 2, 2012, the board approved the 2012-2015 collective bargaining agreement with the Ravenna Firefighters IAFF Local 4201, which contained a health reimbursement arrangement (HRA);

Whereas, per R.C. 505.60, at that time, the board extended that HRA to all eligible employees and officers participating in the group health plan;

Whereas, recently the fiscal officer discovered that a summary plan description for the HRA was not reduced to writing;

Whereas, the attached Summary Plan Description embodies the HRA practice of the Township since its adoption in 2012;

NOW, THEREFORE,

The board resolves to adopt the attached Summary Plan Description, which has been in effect for all eligible employees and offices participating in the group health plan since October 2, 2012.

R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

**RES #15-158** A motion by Hank Gibson, seconded by Vince Coia to approve changing our insurance broker to Frank Harmon of Ohio Insurance effective October 1, 2015 and to approve participation in the Ohio Public Entity Consortium. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

**RES #15-159** A motion by Hank Gibson, seconded by Vince Coia to approve the following health insurance plans as presented by Frank Harmon effective as of November 1, 2015:

1. Health Insurance – Medical Mutual Plan OPEC Gold 2520-2000; with the \$2,000 deductible and \$3,500 maximum out of pocket
2. Dental Insurance – Delta Dental OPEC-GUP plan
3. Vision Insurance – VSP OPEC Plan 4

R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

**RES #15-160** A motion by Hank Gibson, seconded by Vince Coia effective from November 1, 2015 to December 31, 2015 to modify the Integrated Health Reimbursement Plan to keep the employee at the current level through the end of the calendar year at \$250 deductible with 80/20 co-pay as recommended by Frank Harmon of Ohio Insurance. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

**RES #15-161** A motion by Vince Coia, seconded by Hank Gibson effective immediately to accept and adopt the OPEC Funding Plan as presented by Ohio Insurance and agree to contract and hire Ohio Insurance services to provide third-party administration and claims administrator services as indicated in the agreement. R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

**RES #15-162** A motion by Hank Gibson, seconded by Vince Coia to approve the following changes to the appropriations for 2015:

- Fund 2901 FEMA Grant      change from \$130,000 to \$123,620
- Fund 4401 Public Works    change from \$95,700 to \$89,712

R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

**FISCAL OFFICER**

**RES #15-163** A motion by Vince Coia, seconded by Hank Gibson to approve the following PO's and BC's:

- a. PO #199-2015 in the amount of \$300.00 to Marchese Communications for installation of light bars purchased with the CSX grant from the Fire Fund.
- b. PO #200-2015 in the amount of \$2,350.00 to Strobes N' More for the light bar purchased with the funds from the CSX grant from the Fire Fund.
- c. PO #201-2015 in the amount of \$915.00 to Xerox Government Systems LLC for the Firehouse software renewal from the Fire Fund.
- d. PO #202-2015 in the amount of \$700.00 to Lang's Automotive for additional repairs to the 2008 Chevy truck from the Road Fund.

R/C: Mr. Coia, yes; Mrs. Artz, yes; and Mr. Gibson, yes. Motion Passed.

**ADJOURNMENT**

A motion by Hank Gibson, seconded by Pat Artz to adjourn the meeting at 6:09 p.m. R/C: Mr. Coia, yes Mrs. Artz, yes; Mr. Gibson, yes. Motion Passed.

ATTEST:

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CHAIRMAN

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TRUSTEE

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FISCAL OFFICER

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TRUSTEE