

RAVENNA ARMY AMMUNITION PLANT  
RESTORATION ADVISORY BOARD (RAB)  
MEETING MINUTES  
NOVEMBER 13, 1996

1. CALL TO ORDER/OPENING REMARKS

The meeting was called to order by Tim Morgan, U.S. Army Co-chairman at 6:06 PM at Windham Township Hall, Windham, OH.

Attendance was taken. Two absent, Mr. Alfred Friedl and Mr. Bruce Nelson.

Becky Carter was appointed RAB Secretary.

Tim gave background of RAB and explained purpose and duties. Board cannot override State law.

2. ELECTION OF COMMUNITY CO-CHAIR.

Tim explained purpose and duties of Co-chair. Nominations/volunteers were taken. Rachel Craig nominated herself, then withdrew. Tom Smith nominated Adrian Stefanish. No opposing nominations. By consensus Adrian Stefanish was elected Community Co-chair.

All members were asked to introduce themselves.

3. ESTABLISH RAB CHARTER.

Three sample charters were handed out. Tim suggested "Twin Cities" as a good base document.

Mission Statement - Item 5 of TC document (reuse) was discussed - not ultimate purpose of the RAB. Chris Smeiles wants most pristine cleanup as no future end use is known. Money issue discussed as factor in how pristine the cleanup will be. Base Commander and EPA give cleanup end uses. Milan Markov discussed dollar factors at Deerfield Site. Item 5 kept, but moved to the 8th objective. Mission Statement is a combination of Joliet's opening statement with 8 points of Twin Cities. Minor wording changes were made. Stakeholders reference was removed. Vote passed to adopt.

It was discussed that changes to this document could be made if and when necessary.

Preamble - Minor changes were made to definition of community members.

RAB Operating Policy -

Alternates - Discussion was held concerning allowing alternate RAB members to attend when a regular member can not. Several issues were discussed, i.e., voting privileges, attendance requirements, approval of alternates. It was decided that alternates would not be permitted. If a RAB member can not serve, she/he should resign. Excused absences will be accepted.

Meeting Frequency - Decided that meetings are not currently needed on a monthly basis. A vote was taken to approve language that meetings will be held at least quarterly and be open to the public. Meeting dates will be set by the RAB and can be set as often as needed, but not less than quarterly.

Attendance and Member Dismissal - All members are expected to attend every meeting. Members can miss without dismissal action if they notify one of the Co-chairs prior to the meeting. A vote was taken to decide that members missing two consecutive meetings without notifying a Co-chair are subject to review for dismissal.

Voting - A discussion was held concerning the right of the Non-Community Members to vote. A vote was taken. Yes, the Non-Community Members have an equal vote to the Community Members, and a vote will be carried by a simple majority of the members present.

The balance of items 1 through 18 of the Twin Cities Policy were discussed and reviewed. Minor changes were made to reflect the Ravenna RAB needs. Decided that committees would be formed by a motion and filled with volunteers. Minor changes were made on items as requested by members as each item was read. Item 16 on "External Affairs" was eliminated to be taken up at a later date.

#### 4. DISCUSSIONS AND UNRESOLVED ISSUES.

The question arose as to the nature of the board and the availability of information about the board to the general public. Is the RAB a public body? Are the names, addresses, and telephone numbers public information? Tim indicated that he would request an official ruling of this from the Army. Every RAB member present consented to releasing their name, address, and phone number except Bill Roberts who requested that his phone number not be given out. Tim will call the two members not present to find out if they will allow their info to be released.

The term of RAB member service was discussed and whether there should be a two year limit or indefinite service. This issue was not fully resolved, and must be discussed at the next meeting.

A motion was made by Bill Shultz to put language in the RAB policy that would describe the make up of the board. The motion was voted on and passed.

#### 5. FUTURE MEETINGS, SCHEDULES, LOCATIONS, TIMES.

It was decided by the RAB to meet at least quarterly, but as often as necessary to complete our mission. Meeting dates will be set by the RAB as they are needed. Agenda items for meetings can be requested by members of the RAB by contacting a Co-chair at least two weeks prior to the scheduled meeting.

Completing the RAB policy will be on the agenda of the next meeting.

The next RAB meeting is scheduled for Monday , January 27, 1997 at the Paris Township Shearer Community Center at 6:00 PM. The Shearer Community Center is located at the northwest corner of the intersection of State Route 225 and Newton Falls Road in Paris Township.

Meeting was adjourned at 8:30 PM.

Minutes taken by Becky Carter. Summarized and typed by the RVAAP.