

CITY OF ASHTABULA BOARDS & COMMISSIONS

for more information, please contact bsanders@cityofashtabula.com or clerkofcouncil@cityofashtabula.com

v2023.04.18

ADMINISTRATIVE BOARD

(Planning & Community Development keeps minutes)

Meets as needed (CO Chapter 1111)

7 resident members; 5 year terms; 2 members must be from Planning Commission

Appointed by City Manager (2 will serve on Planning Commission)/Approved by Council

	<u>Term Expires</u>
James Trisket (Pl Cm Mbr)	12/07/24
Roxene Trebuchon	03/31/25
Daryn Capitena	05/01/25
Nick Detore (Pl Cm Mbr)	05/11/25
Richard Vendetti	05/12/27
VACANT	08/20/14
VACANT	04/01/15

ASHTABULA HISTORIC PRESERVATION COMMISSION

(CO Chapter 167)(formerly Architectural and Restoration Review Board)

Required to meet monthly at a place open to the public with advance advertised notice

7 members (resident of/employed in/own or operate business in Ashtabula City) who demonstrated a special interest, experience, or knowledge of history, architecture or a related discipline;

Chair notifies Clerk of Council of vacancy which must be filled within 60 days

At least 2 members shall be preservation-related professionals in various fields

City Council shall designate (1) of its members to serve as a non-voting liaison to the AHPC

(Council Clerk keeps minutes)

City Council appoints 4 / City Manager appoints 3 - 2 yr terms (Ord. 2019-88 - 8/5/2019)

	<u>Term Expires</u>
*Joseph Perry	02/02/18
*Ann Rapose, Chair	04/30/24
Julene Schwarz	08/18/20
David Payne	08/18/20
Roberta Madar-Pruett	12/05/20
Kathy Eames	03/07/21
*Kathy Presciano	02/02/24
John Roskovics	when replaced

ASHTABULA COUNTY CONVENTION FACILITIES AUTHORITY BOARD

Appointed by City Manager - Governed by the County (County keeps minutes)

	<u>Term Expires</u>
*Jean Bento (D)	05/20/24
*Toni Carlisle (D)	05/20/24
*Chris DiGiacomo (R)	05/20/24

ASHTABULA METROPOLITAN HOUSING AUTHORITY

(Keeps own minutes) Meets the last Wednesday of the month @ 3:00 p.m.

5 members (must be residents of the Housing Authority Territory), 1 member appointed by Ashtabula County Probate Court, (1) member appointed by Ashtabula County Court of Common Pleas, (1) member appointed by the County Board of Commissioners, and **2 members appointed by the Chief Executive Officer of the most populous city in the territory (*Ashtabula City Manager)**; (5) year terms. ORC 3735.27

Richard Kingston, Executive Director 440-992-3156

	<u>Term Expires</u>
Steve Sargent (Common Pleas appt)	5/1/2021
Mark Astorino (Probate appt)	5/1/2021
*Amy Coursen (COA Manager appt)	1/31/2023
Moises Cirilo (Commissioners appt)	3/17/2024
*Donna Gillhousen (COA Manager appt)	1/31/2027
Tony Collette	emeritus member

BOARD OF HEALTH

(Keeps own minutes)(CO Chapter 159/ORC 3709.05)

Meets the third Wednesday of the month @ 1:30 p.m.

5 members, (**1 from Health Licensing Council, City Manager as Board President; 5 year terms

Appointed by City Manager/Approved by Council

	<u>Term Expires</u>
Christine Seuffert	4/30/2024
Ruth Simon	5/1/2024
Terence Guerriero	5/1/2024
Maria Fowler	9/1/2026
**David DeGeorge	2/3/2027
James Timonere, President/Mgr	when term expires

[CITY] LOCAL BOARD OF TAX REVIEW

(Finance Department keeps minutes 7 years)

Meets to hear appeals (O.R.C. Section 718.11 as of January 1, 2016)

3 members - (1) by City Manager - term is for as long as Manager desires;

(2) Council - 2 year terms

Manager's appointments may be employees but not finance department,

including income staff or staff directly involved with city tax matters

Council appointments may not be employees, elected officials or contractors with city

or 5 years immediately preceding date of appt

Term Expires

Pamela Goodell (Council)

4/17/2025

Casey Briones-Cole (Council)

4/17/2025

*William Niemi

at Manager's discretion

CIVIL SERVICE COMMISSION

(keeps own minutes - 6 years) (City Charter Section 40 & CO Section 145.03)

Meets the third Wednesday of every month @ 5:00 p.m.

Commission elects Chair and Co-Chair/Chair also serves as Secretary

3 members (with no more than 2 members from the same political party)

6 year terms; **Appointed by City Council**

Term Expires

Sally Bradley (D)

3/21/2023

Roberta Madar-Pruett (R)

5/9/2023

Richard Balog (D) Chairman

2/2/2027

COMMUNITY REINVESTMENT AREA HOUSING COUNCIL

(Planning & Comm Dev keeps minutes) (ORC 3735.66 / 3735.69)

Meets as needed, Housing Council shall make annual inspection of properties within

CRA area for granted exemptions, hears appeals of Planning & Community Development Department Director's

decision to grant or deny abatements. By March 31, municipality submits report to Director of Development

summarizing activities & projects of exempted areas.

Appointments: *2 Manager; 2 Council; 1 Planning Commission; **2 chosen by the first five

members (both must be city resident & (1) must be chosen by Asht. Area City Schools per lawsuit;

3 year terms

Term Expires

**David Boyer

School

12/31/2015

**Jeanne Bento

Committee Appointment

12/31/2015

*Jodi Lane, Secretary

Manager

12/31/2018

*James Paulchel

Manager

12/31/2018

George Toth

Pln Cm n Mbr

12/31/2018

VACANT

Council

12/31/2015

VACANT

Council

12/31/2015

DEPOSITORY COMMISSION

(keeps own minutes - 7 years)

Meets as needed (CO Chapter 163/ORC Chapter 135) Members: President of Council

(Commission President), Finance & Personnel Committee Chair, City Manager, City Solicitor, Finance Director (Commission Secretary); no terms

		<u>Term Expires</u>
John Roskovics	Council President/Commission President	when term expires
Kym Foglio	Finance & Personnel Committee Chair	when term expires
James Timonere	City Manager	when term expires
Cecilia M. Cooper	City Solicitor	when term expires
Traci Welch	Finance Director/Commission Secretary	when emp expires

FAIR HOUSING BOARD

(Planning & Community Development keeps minutes - 5 years) Meets as needed (CO 515.05)

5 members; qualified electors of the City (including 1 City employee who serves as Executive Secretary);

Appointed by City Manager; City Manager shall be ex-officio Board member; 3 year terms

		<u>Term Expires</u>
Isabel Giangola		12/31/2015
Tony Collette		12/31/2015
Regina Wells		12/31/2015
VACANT - Secretary - must be City employee - Yearly Stipend		12/31/2015
James Timonere, City Manager	Ex-Officio	when term expires

HEALTH DISTRICT LICENSING COUNCIL

(Health Dept keeps minutes, sets retention period)

Meets twice a year; location designated by Licensing Council (ORC 3709.41) - 5 year terms

Appointed by City Manager; **Health Council selects one member to serve on Board of Health

The number of members depends on the types of businesses licensed at any given time

Terms of appointment shall be in accordance with Health District Licensing Board's By-Laws

	<u>Term Expires</u>
Mark Brockway (Campgrounds)	2/4/2023
Ronald R. Kister (Marina)	2/4/2023
Chris Rhodes (Tattoo)	2/4/2025
**David DeGeorge (FSO)	2/4/2027
Christine Peters (Retail Food Establishment)	2/4/2027
Trevor Sprague (Pools & Spas)	2/4/2027

HOUSING APPEALS BOARD

Meets as needed (CO Section 1361.06)

5 members; US citizen; City resident; overlapping 3 year terms (or until a successor is appointed)

Appointed by City Manager/Approved by Council

(Planning & Com Dev keeps minutes - 7 yrs or no longer admn value)

	<u>Term Expires</u>
Cindy St. Angelo	5/1/2018
Terry Hackathorn	10/3/2022
Daryn Capitena	10/3/2023
Meghann Stell	4/1/2024
Sal Jackson	10/3/2024

JEDD BOARD - ASHTABULA TOWNSHIP

Finance Department keeps minutes)

(Created 2013 - ORC 715.72) (Meets once a year- ORC Section 715.78)

5 mbrs; 1 ea representing/appted by: City/Mgr; Twnshp/Trustees;

Bus Ownrs/Mgr & Trustees; District Emp/Mgr & Trustees; JEDD Bd apptee

(After initial terms, all members shall serve 4 year terms)

	<u>Term Expires</u>
Traci Welch - City Rep	12/31/2026
Bambi Paulchel - Township Rep	12/31/2024
Ron Kister - Business Owner Rep	12/31/2025
Jaymee Vest, Board Rep	12/31/2025
VACANT - District Employee Rep	12/31/2025

JEDD BOARD - SAYBROOK TOWNSHIP - Depot Road

(Finance Department keeps minutes) (Created 2013 - ORC 715.72) (Meets once a year- ORC Section 715.78)

5 mbrs; 1 ea representing/appted by: City/Mgr; Twnshp/Trustees;

Bus Ownrs/Mgr & Trustees; District Emp/Mgr & Trustees; JEDD Bd apptee

(After initial terms, all members shall serve 4 year terms)

	<u>Term Expires</u>
Norman Jepson - Township Rep	7/15/2023
Sis. Maureen Burke - Business Owner Rep	7/15/2024
Roland Valentic - District Employee Rep	7/15/2025
Marc Pope - Board Rep	7/15/2025
Traci Welch - City Rep	7/15/2026

JEDD BOARD - SAYBROOK TOWNSHIP - JEDD II

(Finance Department keeps minutes) (Created 2013 - ORC 715.72) (Meets once a year- ORC Section 715.78)

5 mbrs; 1 ea representing/appted by: City/Mgr; Twnshp/Trustees;

Bus Ownrs/Mgr & Trustees; District Emp/Mgr & Trustees; JEDD Bd apptee

(After initial terms, all members shall serve 4 year terms)

	<u>Term Expires</u>
Traci Welch - City Rep	5/31/2024
Norman Jepson - Township Rep	5/31/2025
Jean Makesh - Business Owner Rep	5/31/2026
Vacant - Employee Rep	5/31/2023
Marc Pope- Board Rep	5/31/2023

LOAN REVIEW COMMITTEE (Revolving Loan Fund)

Meets as needed (Charter Section 37 & CO Chapter 173)

5 members (1 Bank Loan Officer 1 Acctnt, 2 Small Business Owners, Finance Director); 3 year terms

Appointed by City Manager; Approved by Council

(Fin Dpt keeps min - 7 yrs or no longer admn value)

	<u>Term Expires</u>
Traci Welch, Finance Director	when employment expires
Duane C. Arcaro (accountant)	12/31/15
Bret Cimorell (small bus. owner)	12/31/15
Michael DeFina (small bus. owner)	12/31/15
Patricia Shells (bank loan officer)	12/31/15

PARKS & RECREATION BOARD

(Council Clerk keeps minutes - 4 years) CO Chapter 174;

Meets 5p 1st Tuesday of every month unless Regular Mtg, then 2nd Tuesday

7 resident members, 4 year terms

4 appointed by Council; *3 appointed by City Manager with Council Approval

	<u>Term Expires</u>
*VACANT	09/17/22
Kenneth J Vanyo Sr, Chair	05/21/24
Margaret Distler	06/15/24
Mary Kiehl, Secretary	05/21/26
*Emory Moore	05/21/26
*Earl Tucker, Co-Chair	05/21/26
*VACANT	05/21/21

PLANNING COMMISSION

Meets the 3rd Thursday of every month @ 5:30 p.m. (CO Chapter 165)

9 members (to include Council President & City Manager as non-voting mbrs), 3 year terms

5 Appointed by Council President; 2 Appointed by City Manager

2 Administrative Board Members will serve on Planning Commission

(Planning & Community Development keeps minutes permanently)

	<u>Term Expires</u>
George Toth	2/17/2026
Bonnie Cannon	2/17/2026
Cheryl Guyton	3/1/2026
Patricia Donato -President	3/1/2026
*Nick Detore (Admin Bd Mbr)	5/12/2024
Addison Goodell	8/4/2024
*James Trisket - Vice President	12/7/2024
John Roskovics, Council President	when term expires
James Timonere, City Manager	when term expires

PORT AUTHORITY

(keeps own minutes - 7 yrs or no longer admin value)

Meets 3rd Wednesday of each month @ 8:00 a.m. (CO Section 963.05; ORC Section 4582.03)

7 members (no more than 4 members from same political party); 4 year terms;

Appointed by City Manager W/Advice & Consent of City Council

	<u>Term Expires</u>
Gunar Luhta - I	11/07/26
Brian Wells - R	01/18/24
Joseph Varckette, Vice Chairman - D	01/28/24
Ron Kister, Chairman - R	10/22/24
Joseph Craine - I	10/22/24
Mary Church, Secretary/Treasurer - R	01/22/25
Mark Brockway - I	04/01/25

RECORDS COMMISSION

Meets twice annually and as needed (CO Chapter 169)

Members: City Manager (or appointed representative) Finance Director, City Solicitor,
Human Resources & Payroll Administrator

1 Resident Citizen appointed by City Manager for 2 year term

Chair, Vice Chair & Secretary (Secretary may or may not be Commission Member)

Secretary appointed by Commission members

(Finance Department keeps minutes - 7 yrs or no longer admin value)

		<u>Expiration Date</u>
James Timonere	City Manager	when term expires
Traci Welch	Finance Director	when emp expires
Cecilia M. Cooper	City Solicitor	when term expires
Carolyn Sheldon, Secretary	Human Resources/Payroll Administrator	when emp expires
Mary Church	Citizen	01/01/24

TAX INCENTIVE REVIEW COUNCIL (County Board)

Meets annually to review all CRA agreements (ORC 5709.85 (c) (1)

By September 1, submits recommendation to Council for continuation, modification or cancellation agreements

**Appointments: 3 County Commissioners; 2 City Manager w/Council Approval; 2 Saybrook Township;
2 Ashtabula Township; County Auditor or designee; 1 School Board; 1 A-Tech
(At least 2 members must be Ashtabula City residents)**

	<u>Appointing Authority</u>	<u>Expiration Date</u>
Nick Detore	Commissioners	n/a
William Osborne	Commissioners	n/a
Marty Kuula	Commissioners	n/a
Bonnie Cannon	Manager / citizen	n/a
Paul Hamilton	Manager / citizen	n/a
Norm Jepson	Saybrook Township	n/a
Mark Pope	Saybrook Township	n/a
Bambi Paulchel	Ashtabula Township	n/a
Robert Dille	Ashtabula Township	n/a
David Thomas	County Auditor	n/a
Current School Board President	School Board	n/a
Scott Wludyga	A-Tech	n/a

TRANSPORTATION IMPROVEMENT DISTRICT

Ashtabula City's participation approved by Council 05/20/19 Ord. No. 2019-60 members appointed 06/03/19
ORC 5540 Two year terms; Ashtabula City Appointments by City Manager w/Majority Council Approval

	<u>Appointing Authority</u>	<u>Expiration Date</u>
	Commissioners Appointment	
	Commissioners Appointment/Chamber Member	
James Timonere	Ashtabula City Appointment	06/03/21
George Toth	Ashtabula City Appointment	06/03/21
Bruce Schlosser	Ashtabula City Appointment/Chamber Member	06/03/21
	Conneaut City	
	Conneaut City/Chamber of Commerce Member	
	Saybrook Township	
	Saybrook Township/Chamber Member	
Tim Martin	County Engineer	05/07/21
	Geneva City	
John Patterson	General Assembly	05/07/21
	Planning Commission Appointment	
	Non-voting member	
	Non-voting member	

TREASURY INVESTMENT BOARD

Meets as needed (CO Chapter 161; ORC 731.56 thru 751.59)

(Finance Department keeps minutes - 7 years or no longer admin value)

City Manager, City Solicitor, Finance Director, no terms.

		<u>Term Expires</u>
Traci Welch	Finance Director	n/a
James Timonere	City Manager	n/a
Cecilia Cooper	City Solicitor	n/a

* denotes City Manager Appointment