

**MINUTES OF COMMITTEE OF THE WHOLE MEETING**  
**April 22, 2019**

The April 22, 2019 Ravenna City Committee of the Whole meeting was called to order at 7:06 P.M. by Council President Joseph Bica. The following Council members were present: Andrew Kluge, Bruce Ribelin, Paul Moskun, Robert Kairis, Amy Michael and Matt Harper. Also attending the meeting were: Also attending the meeting were Mayor Frank Seman; Finance Director, Kimble Cecora; Law Director, Frank Cimino; Director of Public Service, Kay Dubinsky; City Engineer, Bob Finney; Tim Calfee of 910 Murray Avenue, Ravenna, Ohio; Cliff Soudil of 464 Woodlawn Avenue, Ravenna, Ohio; Greg Francis of 558 Coolman Avenue, Ravenna, Ohio.

President Bica noted the law director would like to request an Executive Session to discuss three items regarding a two lawsuits as well as sale of property. At 7:06 PM, a motion was made by Mr. Ribelin to go into Executive Session. The motion was seconded by Mr. Kluge. **Vote: All Ayes.**

At 7:25 PM, a motion was made by Mr. Ribelin, seconded by Ms. Michael to adjourn the Executive Session. **Vote: All Ayes.**

President Bica said the first item on the agenda is the approval of the Committee of the Whole meeting of March 18, 2019. There being no corrections, additions or changes to the minutes, a motion was made by Ms. Michael moved to approve the minutes as submitted. The motion as seconded by Mr. Kluge. **Voice Vote: All Ayes.**

President Bica said Item No. 2 is a request for the approval of a loan from the RLF Home Funds for the NDS Project, The Wilds at Harvest Rose.

Mr. Ribelin said NDS came to committee and said there is a lot of money in the RLF Home fund and the State doesn't really like that money just setting around. Consequently, that \$200,000.00 which is to be repaid will go into the Wilds at Harvest Rose project.

There being no further discussion, it was decided by those present that legislation would be prepared.

President Bica said that Item No. 3 is a request to authorize the mayor to enter into a contract with Luli Construction for the 2019 Storm Improvements Project.

Mr. Finney said this the Stormwater Project for 2019 which is Perry Avenue and Sanford Street.

Mr. Moskun said that the storm drain is insufficient and is going to be increased up to 2 feet to handle the proper amount of water flow.

There being no further discussion, it was decided by those present that legislation would be prepared.

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President Bica said Item No. 4 is a request to establish grant funds, record revenues and appropriate funds for the Ohio Bureau of Workers' Compensation award for the Fire Department.

Mr. Kluge said the grant award is \$13,230.00 from the Bureau of Workers' Compensation. The City is required to match funds of \$2,646.00. This is for the washer/extractor in the Fire Department.

There being no further discussion, it was decided by those present that legislation would be prepared.

President Bica said Item No. 5 is a request for the recycling rate increase and spring cleanup.

Ms. Michael said she thinks raising the fee up to 50¢ without knowing for sure that the spring cleanup will be next year, they are going to have people upset.

Mr. Moskun said he's heard some comments that whenever people have an increase, they will question the increase.

Mr. Ribelin said they can come in to City Hall or call to find out what the increase is about.

President Bica said they can always go back and increase it at a later date this year.

Mr. Harper said the idea is not for future pickups. It's to help offset the cost of the pickup this year.

Ms. Dubinsky said there are no guarantees they can do this next year.

President Bica said he thinks they should go with 25¢ and see what happens.

Mr. Cecora said they have already have 25¢ built into the second half of this year's budget. That is for the County increase. He has not budgeted that additional increase. They'd have to adjust the revenue.

Ms. Dubinsky said that the 25¢ increase needs to be effective July 1.

Mr. Ribelin suggested they wait until after the spring cleanup to see how much the bill is going to be before raising the price.

Ms. Dubinsky said they're going to know by June 1 as to how much the cost of the cleanup will be.

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Ms. Dubinsky said Conrad's have confirmed they are available every Saturday in May. They can move forward with the 4<sup>th</sup>, 11<sup>th</sup>, 18<sup>th</sup> and 25<sup>th</sup>. They'll be starting with Ward I, Ward II, Ward III, Ward IV respectively.

It was decided by those present that the entire issue will be held until after the cost of the spring cleanup is determined, with at least the 25¢ increase to be effective July 1.

President Bica said Item No. 6 is a request to vacate two roadway easements on North Chestnut Street.

Mr. Harper said a map was presented previously. This is to vacate two easements that are on private property. No one knows why they are in existence. The property owner would like them removed in order to move forward with his plans for development.

There being no further discussion, it was decided by those present that legislation would be prepared.

President Bica said Item No. 7 is a request to appropriate \$5,500.00 from the General Fund and \$8,500.00 from the Capital Improvement Fund to purchase and install an electronic sign on the courthouse lawn.

Mr. Finney said there is money being allocated from two different funds to cover the cost of the sign. He asked three different companies for quotes.

There being no further discussion, it was decided by those present that legislation would be prepared.

President Bica said Item No. 8 is a request to appropriate \$4,690.00 from the Capital Improvement Fund to purchase a new copier in the Engineering Department.

Ms. Michael said the Parks & Recreation Department moved downstairs, taking the copier with them, necessitating the Engineering Department to purchase a new copier. This is being purchased rather than lease/purchase due to the difference in cost.

There being no further discussion, it was decided by those present that legislation would be prepared.

President Bica said Item No. 9 is a request to authorize the mayor to enter into a lease agreement with ARC document solutions for a plotter in the Engineering Department.

Ms. Michael said the plotter that is currently in the Engineering Department is no longer serviceable. To lease a new plotter, the cost is actually less than what is being paid now. This is a new three year contract.

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Mr. Finney said that it is a couple of models newer than the one currently being used. It's not functioning properly and he's been told it is no longer serviceable.

President Bica said Item No. 10 is a request to amend the Codified Ordinances Section 1476.05 by adding a \$25.00 re-inspection of rental units that have previously failed inspection.

Mr. Kairis said when a unit is inspected and there is an issue that needs to be addressed, the inspector needs to go back. This is to charge a \$25.00 fee to go back. He asked if they go back two or three more times, do they get charged again?

Mr. Finney said he would hope that one re-inspection would be adequate.

President Bica said that he would think if the inspector has to go back a third time, they'd keep charging that \$25.00. He thinks it should be written that every subsequent inspection would require that additional fee.

There being no further discussion, it was decided by those present that legislation would be prepared.

President Bica said Item No. 11 is a request to appropriate \$5,000.00 from the Parks Capital Improvement Fund to signage at the hike and bike trail.

Mr. Kairis said that this is to install signs to lead people from the trail to the downtown.

Mr. Finney said there was a comment made by a Parks Board member questioning why they were not made aware of this. They might be better off tabling the issue until the Parks Board has an opportunity to discuss it. They can bring it back next month.

Mr. Kluge asked where the suggestion came from.

Mr. Finney said it did not come from Parks & Recreation. It comes from a group that has formed to discuss wayward signs. They are meeting every couple of weeks and are very passionate about it. His intention was to just create some revenue or for City Council to say no.

There being no further discussion, it was decided by those present that issue will be left in Committee until a later date.

President Bica said Item No. 12 is a request to authorize the mayor to enter into an agreement with Kent State University for an unpaid intern in the Parks & Recreation Department.

Mr. Kairis said the intern is already there. This is just to approve a contract provided by Kent State.

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There being no further discussion, it was decided by those present that legislation would be prepared.

President Bica said Item no. 13 is a request to accept a donation of \$1,000.00 from United Healthcare, record estimated revenues and appropriate the same for sponsorship of the Easter Egg Hunt.

Mr. Kairis said United Healthcare has donated \$1,000.00 as a sponsorship fee for the Easter Egg Hunt which must be recorded and appropriated.

There being no further discussion, it was decided by those present that legislation would be prepared.

President Bica said Item No. 14 is a request to accept a donation of two parcels of land from the Portage Land Bank in Rootstown Township.

Mr. Kairis said there are two small parcels near Muzzy Lake. The parcels are valued at \$100.00 each.

There being no further discussion, it was decided by those present that legislation would be prepared.

President Bica said Item No. 15 is a request to approve the Tax Incentive Review Council meeting minutes.

Mr. Kairis said this is a requirement that the minutes are formally accepted. This Council is who reviews the Enterprise Zone Agreements on behalf of the City.

Mr. Cecora said this simply Council accepting and acknowledging the results of the annual meeting. All those receiving tax abatement are found to be in compliance.

There being no further discussion, it was decided by those present that legislation would be prepared.

President Bica noted there are a couple more items to be added to the Agenda. Item No. 16 would be the Finance Director Charter change. That will be coming out of personnel. The clerk noted that her understanding of the previous meeting was that Council wanted Article VI of the charter to include the Finance Director position as a mayoral appointment and that Article IX is going to be repealed.

There being no further discussion, it was decided by those present that legislation would be prepared.

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President Bica said the next item is a request to include the Healthy Kids contract.

Mr. Kairis said this has been moved onto the agenda because the organization only requires a \$250.00 refundable deposit. They only allow one event within a ten mile radius each year and there is some competition.

Mr. Kluge said they would like to get the contract out as soon as possible.

There being no further discussion, it was decided by those present that legislation would be prepared.

The clerk asked if there is any news regarding the property on Lake Avenue.

Mr. Finney said he spoke with the other attorney and apparently the contract has been written. It shouldn't be too much longer.

There being no further business before the Committee of the Whole meeting adjourned at 8:38 P.M.

**ATTEST:**

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Council Clerk

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Joseph Bica, Council President