

MINUTES OF COMMITTEE OF THE WHOLE MEETING
August 19, 2019

The August 19, 2019 Ravenna City Committee of the Whole meeting was called to order at 7:00 P.M. by Council President Pro Tem, Scott Rainone. The following Council members were present: Paul Moskun, Robert Kairis, Amy Michael, Matt Harper, Bruce Ribelin and Andrew Kluge. Also attending the meeting were: Also attending the meeting were Mayor Frank Seman; Finance Director, Kimble Cecora; Director of Public Service, Kay Dubinsky; City Engineer, Bob Finney; Police Chief, Jeff Wallis; Fire Chief, Geoffrey Cleveland; Larry Silenius of 123 North Walnut Street, Ravenna, Ohio; Clifford Soudil of 464 Woodland Avenue, Ravenna, Ohio; Greg Francis of 558 Coolman Avenue, Ravenna, Ohio and Christina West of 732 Eastland Avenue, Ravenna, Ohio.

President Pro Tem Rainone said the first item on the agenda is the approval of the Committee of the Whole meeting of July 22, 2019. There being no corrections, additions or changes to the minutes, a motion was made by Mr. Ribelin moved to approve the minutes as submitted. The motion as seconded by Mr. Kluge. **Voice Vote: All Ayes.**

President Pro Tem Rainone said Item No. 2 is a request to authorize the mayor to enter into a Memorandum of Understanding with AFSCME Local 3812.

Ms. Dubinsky explained this is between the City and the AFSCME local for the Street Department employees who show up for 100% of the overtime during the busy months. If they work 100% of the overtime, they earn a day off during the off months.

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

President Pro Tem Rainone said Item No. 3 is a request to restructure the dispatch staffing.

Mr. Kluge said they talked about restructuring the dispatch staff from part-time employees to two fulltime employees. Mr. Cecora distributed a breakdown that was requested by President Bica regarding the costs. Two fulltime people are going to cost more but he thinks they are setting themselves up as a great dispatch center, he thinks it could bring on more communities.

Ms. Michael asked if Randolph does not come on what is going to happen?

Mr. Cecora said he put the part-time with all the rollups and extras in the spreadsheet. He also put in the fulltime employees. It does show right now that by eliminating all the part-time employees and putting on two fulltime employees; if they get a new subscriber, it pushes the whole scenario into a surplus mode. One other thing in play is typically you bring on part-time people to avoid overtime to fill. When you have a part-time crew that is difficult to schedule and they can't always count on that part-time, they have to refer back to the fulltime so they actually paying time and a half shift fill for where a part-timer would have been. That's some of the problem. A built in component of overtime for fulltime dispatchers is exactly for that. Conservatively, the think they can add back about \$10,000.00 in overtime. That averages about 289 hours per year.

Committee of the Whole Meeting Minutes
August 12, 2019
Page Two (2).

Mr. Cecora continued on stating Ms. Michael asked about bringing on another subscriber and a timeline for that.

Chief Wallis said they are still waiting to hear from them. One of the things he spoke with Mayor Seman and Mr. Cecora about is the way they are currently staffed, the state mandates two dispatchers per shift regardless if they dispatch for Police and Fire or eight other fire departments including Ravenna. The problem becomes they only have two per shift and they have to have two by state law, then somebody takes a day off or calls in sick, etc., it becomes having to replace that person. The way they are staffing whole is there is a shift minimum of three and there are up to five officers on a shift. It allows them more flexibility to take time off so it doesn't always come into the overtime. They really noticed this past summer because they were short due to sick leave, vacation, one of the part-timers resigned. The way it's been working is there are four fulltime shifts that were not being filled by fulltime people. They struggle because there really isn't any incentive to make them come to work. They have a couple of people who step up and cover the shifts but they also have fulltime jobs and/or other plans. The spreadsheet does not reflect the increased revenues due to the increase costs with the other entities with new contracts coming up. The money that comes in is to offset the costs but it will never make money.

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

President Pro Tem Rainone said Item No. 4 is a request to accept, record and appropriate donations of 2019-2020 Ohio EMS grant of \$3,334.00 for the Fire Department.

Mr. Kluge said this is money comes from the seatbelt fines and is distributed to the fire departments. It's a semi-annual grant.

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

President Pro Tem Rainone said Item No. 5 is a request to authorize the mayor to apply for AMATS grants to resurface Riddle Avenue from Meridian to Liberty and resurfacing Chestnut Street from Main to Lake Avenue.

Mr. Harper said these are two different grant applications. The first one is Riddle from Liberty to Meridian. It is a \$250,000.00 project. The City would be responsible for 20% of that which would be roughly \$50,000.00.

Mr. Harper said the other project of resurfacing Chestnut from Main to Lake is an approximate \$240,000.00 project. The City would be responsible for 20% which would be \$48,000.00.

Committee of the Whole Meeting Minutes
August 12, 2019
Page Three (3).

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

President Pro Tem Rainone said Item No. 6 is a request to appropriate \$6,500.00 from the Roadway Fund to replace Street Department road work signs and cones.

Mr. Harper said this is to replace 35 pieces; signs, cones, etc. This will update the old beat up equipment that is no longer useable for the City's purposes. These items will be resold at auction.

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

President Pro Tem Rainone said Item No. 7 is a request to appropriate \$4,800.00 from the Parks CI Fund to replace the HVAC system in the Parks Garage.

Mr. Kairis said the current HVAC system is 20 years old. There were two estimates attached and the lowest estimate is \$4,800.00.

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

President Pro Tem Rainone said Item No. 8 is a request to appropriate \$2,977.00 from the Parks CI Fund to replace a sliding board at Chestnut Hills Park.

Mr. Kairis said apparently there are dents and a large hole to a sliding board at Chestnut Hills Park. There is an estimate for a 6' slide.

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

President Pro Tem Rainone said Item No. 9 is a request to appropriate and record estimated revenues in the Parks CI fund to reconstruct the boardwalk at Chestnut Hills Park.

Mr. Kairis said there was damage done to the boardwalk. They will appropriate \$30,000.00 to pay Hummel Construction to repair the boardwalk but will be getting reimbursed a certain amount from the company that caused the damage.

Mr. Finney said the Hummel estimate was \$30,000.00 for construction only to replace the boards and re-level the boardwalk. They plan to purchase the boards directly from the manufacturer which is \$14,000.00. He added a little extra because there are special screws because the boards are made of special materials. He thinks it's fair to say they will be reimbursed for about half of the total amount.

Committee of the Whole Meeting Minutes
August 12, 2019
Page Four (4).

It was decided by those present that the legislation would be written appropriating \$30,000.00 and recording estimated revenues of \$15,000.00.

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

President Pro Tem Rainone said Item No. 10 is a request to appropriate \$25,000.00 from the Water Fund for brick repair at the raw water building at the Water Treatment Plant.

Mr. Moskun said there are portions of three different walls in the raw building. The building is over 100 years old. This is the first time any repairs were made in that building. Some of the mortar joints are disintegrating completely. The plates above the windows are disintegrating. There are heaters mounted on the walls. Some of those are not mounted flush because of the condition of the walls. The mounting is tilted at an angle and ready to drop.

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

President Pro Tem Rainone said Item No. 11 is a request to amend Ordinance No. 2019-072 by adding \$100,000.00 to the loan amount offered by the Ohio Public Works Commission.

Mr. Finney said they were approached by the OPWC committee if they could utilize an additional \$100,000.00 of loan in lieu of \$100,000.00 of direct payment by the City. Rather than \$50,000.00 loan, it will become a \$150,000.00 loan for 20 years at zero percent interest. This reduces the City's contribution by \$100,000.00.

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

President Pro Tem Rainone said Item No. 12 is the 2019 tax assessment for delinquent utilities and property maintenance, mowing and trash removal.

Mr. Moskun said this is for the delinquency of water bills. This is done annually to try to recoup funds.

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

President Pro Tem Rainone said Item No. 13 is a request to accept the amounts and rates and authorize the necessary tax levies and certifying them to the County Auditor.

Mr. Cecora said this is the property tax ordinance. It's 3.4 mils and hasn't changed in many years.

Committee of the Whole Meeting Minutes
August 12, 2019
Page Five (5).

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

President Pro Tem Rainone said Item No. 14 is a request for the approval of the July 2019 accounting transactions.

Mr. Cecora said there was one advance to report. That was general monies going to a grant fund to be returned at a later date.

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

Mr. Cecora said there is a developing situation at the Police Department. Chief Wallis is in the process of working on some signs and found certain stains could not be removed by simply pressure washing the building. This is an additional \$800.00 that was originally quoted but it includes the pressure washing, primer, plaster repairs, etc., cleaning up that side of the building before the new signs go up. They wanted to get it done in good weather and before Balloon A Fair. The total cost is about \$4,500.00. This would be a tracking sheet for the September meeting. The question was could they start the ball rolling prior to that time.

The clerk noted that if they can get the paperwork to her in a timely manner, she could write the legislation if that works for the committee and council.

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

There being no further business before the Committee of the Whole meeting adjourned at 7:24 P.M.

ATTEST:

Council Clerk

Council President