

**MINUTES OF RAVENNA CITY COUNCIL MEETING**  
**October 7, 2019**

The Regular Meeting of Council of the City of Ravenna was called to order at 7:00 P.M., October 7, 2019, by Council President, Joseph Bica.

**The following were present on the roll call:** Andrew Kluge, Bruce Ribelin, Paul Moskun, Robert Kairis and Matt Harper. A motion was made by Mr. Harper, seconded by Mr. Kairis to excuse Ms. Michael and Mr. Rainone. **Voice Vote: All Ayes.**

Also attending the meeting were: Mayor Frank Seman; Finance Director, Kim Cecora; Law Director, Frank Cimino; City Engineer, Bob Finney; Law Director, Frank Cimino; Larry Selinius of 123 North Walnut Street, Ravenna, Ohio; Clifford Soudil of 464 Woodland Street, Ravenna, Ohio; Christina West of 732 Eastland Avenue, Ravenna, Ohio; Robin Norton of 467 Pratt Street, Ravenna, Ohio; Deena Tannert of James Carozzi of 1233 Shadowlawn Drive, Ravenna, Ohio; Deena Tannert of 784 East Main Street, Ravenna, Ohio; Tim Calfee of 910 Murray Avenue, Ravenna, Ohio; Jack and Carolyn Chambers of 1030 Park Avenue, Ravenna, Ohio as well as Todd Peetz, Bill Barber and Julie McLain representing Main Street Ravenna.

A moment of meditation and silence was then observed. President Bica then led those in attendance in the Pledge of Allegiance to the Flag of the United States of America.

**MINUTES:** A motion was made by Mr. Harper, seconded by Mr. Ribelin to approve the minute of the Regular City Council Meeting of September 3, 2019. **Voice Vote: All Ayes.**

**COMMUNICATIONS:** None

**DELEGATIONS:** Julie McLain invited President of the Board, Bill Board to give some background. Mr. Barber said since the City Plan was put together, there has been discussion about the five strategies. One of those strategies was downtown redevelopment. The Core Team put together the frame work for that strategy as being signs and way finding. The reason for that is you want to be able to direct people into town and have a consistent look. So, the Township and the City have the same cohesive signage. What they did was talk with people from Kent State to help them with some options. The whole thing with signage is it becomes part of the marketing, part of their branding. Signs help explain who we are and what we're doing. What they did right now between the Core Team and Main Street Ravenna and the Design Committee, the put together a project, having Kent State visual design students look at the area and come up with designs.

Ms. McLain said they invited students from Kent State to walk around town to look at all of the beautiful architectural features and what makes Ravenna unique. Through that project, they came up with 18 designs, of which, they are now looking at the top four the Design Committee has chosen. They felt those were really representative of the best aspects of what they are trying to do. As a reminder, these are all concepts but they take into account all of the different things around Ravenna such as the brick, archway going down Park Way, the historic colors of the buildings, awnings, etc. and some of the fonts of different signs around town. Those four concepts were distributed to those present. There are some shadow figures to give them an idea as to the size and height of the signs and what they might look like. Since these concepts were done, it helps define the culture of Ravenna and what it is going forward. This will help them with a marketing and branding plan that reflects and develops a positive image for the Ravenna community as a whole. The next step is they are going to be taking these concept designs to the County Commissioners on Thursday. They also plan on opening it up to the community as well. They will do that by offering presentations around town. She's doing open houses at the library and other locations as well as a page on their website that will allow people to give their input. In addition to that, they will continue working with the Kent State students who are coming back into town to determine the correct number, types and best locations for the signs. They will also help with a plan for estimated costs. That is something that is still in the works. They've already spoken to the Ravenna Township Trustees who are very excited about the concept and love the fact that they are working to put together a cohesive and complimentary look to the entire Ravenna community. They have mentioned the Jack Schaffer trust as one possible funding opportunity. They have asked the Trustees for their comments and concerns on the design concepts and said they would have the information back to the Main Street Board by the end of October. They are inviting Council to do the same thing and if there are any comments on these designs, please let them know by the end of October. They'll be asking the same from the County Commissioners as well.

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Mr. Peetz said that phasing in is potentially something they are looking at depending on the cost. This is an exciting project not only for the City, but for the Township and they are excited to be working on it. They have members from the Design Review Commission on their team and members from the Chamber are also on the design committee. They are trying to make this a collaborative effort.

Mr. Ribelin said he thinks all of the concepts are very attractive and thinks the students did a whale of a job putting it together. They'd like to thank those students. He was in Delaware, Ohio a few weeks ago and their signage is fabulous and got you to wherever you needed to be.

Ms. McLain said that is exactly what they are trying to accomplish because this is the county seat. There are people coming into the community every single day looking for different things; county offices, city hall, parking. Those are things that will be beneficial to the community as a whole as they move forward.

Mr. Moskun said parking has been a huge problem for several decades and is very important.

Ms. McLain said she doesn't necessarily think Ravenna has a parking problem. She thinks people just don't know where to find it.

Mr. Ribelin said he thinks sometimes the problem is people are unwilling to walk. The parking is available but they are not willing to walk a few blocks.

Mr. Kairis noted that there was a small pizza party celebration to thank the students who participate in the project. There were others submitted, these are just the finalists.

Ms. McLain said there were 15 submissions and she does have them in her office if anyone wants to stop by and look at them. The Design Committee for Main Street Ravenna sat down and looked at everything and thought these four were the top choices that was really reflective of the Ravenna community. They can change the fonts, colors, etc., these are concepts.

Carolyn Chambers said the first concern is she'd like to know what is going on at the west side of Ravenna. There are two Circle K's, two Dollar Stores and one restaurant. There are also several empty stores. She doesn't see any development going on that side of town. She does see it on the east side. The second concern is she has lived on Park Avenue 53 years and their street was paved about 35 years ago. She knows there isn't a lot of traffic down there. They don't get 300 or 400 cars down that street but it's not a high traffic area. But due to the length of time and weather it's now deteriorating. The road department keeps coming down and putting patches on top of patches. That doesn't take care of the problem. It needs to be paved. Also, their ward councilman came along the streets and make a list of every hole or bad spot he could fill. He shouldn't have to do that. She doesn't believe that's his job. She believes that's Bob Finney's, as the Engineer, job. The last concern she has is in the block within the neighborhood there are four fire hydrants. Three of them have out of service on them. That's a real concern and danger to them and their neighbors. When the ward councilman told whomever about it, he said it would be fixed next year. That's not acceptable. She's sorry but they might need a fire hydrant before next year.

President Bica asked if Mr. Finney would like to address any of the issues.

Mr. Finney said the ward councilman said Patrick Jeffers met with Todd Peetz about a week ago to discuss applying for another grant and that application will go out in January with the hopes of doing the majority of the streets in Ward 1. Obviously, if that's not successful, then they'll have to do something else. In the meantime, the Street Department should be able to patch it. As always, the Engineering Department does not handle the maintenance, they handle resurfacing. If there are holes in the street, that would fall under the Street Department, not Engineering Department.

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President Bica said the fire hydrant issue seems to be a higher priority issue. Does Mr. Finney know the specifics on those hydrants.

Mr. Finney said the hydrants have been tested to be at low flow. That is a very complicated venture, if the water lines are not putting out enough water, to run new water lines to the hydrants.

President Bica said that is similar to other places in the City. They work.

Mr. Finney said the hydrants work. There is water coming through them. However, the Fire Department doesn't want to waste time connecting to a hydrant that's not putting out enough water so they marked them out of service so if there is mutual aid, the mutual aid would know not to use those. They always have water on the truck when they show up. He's been told they have a certain amount of water on the truck when they show up which gives them time to start putting out a fire while they are running hoses to a hydrant that is in service.

President Bica asked if there is a priority, schedule or list with regard to the hydrants. He knows it's not isolated to that neighborhood.

Mr. Finney said they have a ten year plan for water line replacements. They will slowly pick away at them and they are scattered throughout the City. It is a very expensive venture and time consuming to try to run the water lines to get adequate flow. They have put several of the hydrants back in service. Either they have been replaced when they retested the hydrant or a hydrant valve was replaced. If it's simply an old water line that was steel and it's closing up and now it's putting out two inches while the fire truck is pulling five inches of water out of it, it's not going to work properly. It is on their minds and they have not forgotten about it.

Mr. Moskun said that he realizes the tanker will carry so much water but they are hoping there are never fires in this area of town, the time that could take to attach hoses, hopefully aren't a couple hundred feet or so away. That could be a concern to a lot of residents.

Mr. Finney noted that it absolutely is a concern. But what shall the City do; spend millions and millions and millions of dollars upgrading all of the waterlines? They are going to but it's going to take several years to do that. As they know, every year, they are successful with the waterline grant. With the water fund as it is, that's the only way, the City can afford to replace a half mile of waterline every year. There is a town next door that doesn't do that. Eventually they are going to be in dire straits with the whole water system. Fortunately, over the last 43 years, the City has replaced about one-half to three-quarters of a mile of waterline. That's every year, of the City's 55 miles of waterline. They're actually in pretty good shape. They spoke with the Fire Department. They have no problem putting out fires as long as they know in advance, for that 2.5 minute drive they have from the Fire Station to wherever they are at in Ravenna; not only that, they never see a fire that didn't have mutual aid with four other departments from other municipalities show up.

Mr. Ribelin said that all of the departments have tanker trucks, especially the ones in the townships.

**REPORTS OF OFFICIALS:** There being no other comments, a motion was made by Mr. Harper, seconded by Mr. Ribelin to accept the reports of officials. **Voice Vote: All Ayes.**

**REPORT OF COMMITTEES:** President Bica said Committee meetings will be held Tuesday, October 15, 2019 starting at 5:30 PM.

**Utilities:** Mr. Moskun said this committee will have one thing on the agenda because he'll be gone.

**Information Systems:** The clerk noted that this committee will have a meeting on October 15.

**Planning Committee:** Mr. Kairis said this committee had no items on the agenda. A meeting will be held October 15, time to be announced.

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**Committee of the Whole:** President Bica said Committee of the Whole meeting will be held Monday, October 21, 2019 at 7:00 P.M.

**Public Health & Public Safety:** Mr. Kluge said this committee had no items on the agenda. A meeting will be held Tuesday, October 15, 2019, time to be announced.

**Streets & Sidewalks:** Mr. Harper said there was one item on the agenda. No meeting is required at this point in time but if needed, it will be held October 15.

**Personnel:** Mr. Bica noted there were no items on the agenda. No meeting is required at this time.

**Community & Economic Development:** Mr. Ribelin said there are no items on the agenda being sponsored by this Committee. If something comes up, a meeting will be held.

**Cemetery:** Mr. Ribelin said the back corner of the cemetery, due to all of the development going on next door at Mr. Harner's property, there is all kind of soil Mr. Harner has to dispose of. They are reclaiming acres of land at the cemetery that was just simply swamp. They are going to be building a retaining pond. He believes the cemetery is getting acres of land in the process of all of this building.

Mr. Finney responded that Mr. Gabriel told him over 50 years' worth of extension onto the cemetery property. This man has donated this to Maplegrove Cemetery. He thinks that's so fabulous. He thinks they finally came to a solution of what they need for Mr. Shaffer's bequest. He thinks one of the problems they had was that it wasn't as specific as the City/Township bequest. The document that said the bequest would be drafted to the cemetery, gardening/landscaping fund. This is to be initially funded with \$100,000.00 from Jack Shaffer's estate, with probably more to come in the future. Because it's fairly vague there had to be a lot of communication between the cemetery board and one of the executors who is in Chicago, who himself is a landscape architect. He has given them some guidelines with which to follow. He was set on hiring a landscape architect Jason Ketner, to come up with a plan for the cemetery. He had an original plan proposed which they thought was a little high so consequently they went back to the drawing table. They came up with about two-thirds of what the original plan was going to be like. He hopes the executor is going to be happy with that. They all received a letter from him and he spoke with Mr. Brugman shortly after getting the letter and said he's sorry he wrote the letter because it was written before he received the email. He thinks it now sounds like they are heading in the right direction. They also agreed to hire Charles Frederick who is a landscape architect and professor at Kent State University. It would be a small contract with him but they had some things they felt Mr. Frederick could do for the cemetery. They are in a situation now where there are a couple of projects that have to be done. They have to rebuild a bridge. It's not safe. It was closed and down for Memorial Day this year. The chapel is getting to the point where it is getting critical to get it fixed. They were talking about it for several years and there is a lot of work that has to be done to make it useable. It is a beautiful structure and it would be a shame to lose it. He thinks that cemetery is one of the most beautiful in the area and he thinks Mr. Shaffer felt that way, too. He wanted it to be in the historical character as the front part of the cemetery. They also had to hire a clerk treasurer because Mrs. Nething is retiring after serving for around 20 years. She was invaluable. They advertised the job and had six applicants, interviewed three and came up with a decision. That was all done within about ten days. He feels good they have that done. The former clerk has agreed to coach her in order to get her up to speed. He thinks it will be a smooth transition.

Mayor Seman said they have talked, over the years, and Mr. Gabriel has proposed that he would like to square off one side of the cemetery which is on a steep hill. He would like to work a trade with some land that would be more useable for Parks & Recreation so they can take that piece of ground and square it off. Mr. Gabriel asked if it had gone through the Parks Board. It will have to go through Council at some point. He will try to get more information about it. That chapel is a real challenge because it's going to cost over \$100,000.00.

Mr. Ribelin said he thinks it will take some organization to come through for it because the City and the Township just don't have the money for it. The budget has been the same for at least the last five or ten years. They've done a great job over there.

**First Reading of Ordinances:**

**ORDINANCE NO. 2019-103:** AN ORDINANCE AUTHORIZING THE STATE OF OHIO, DEPARTMENT OF TRANSPORTATION TO PERFORM INSPECTION SERVICES OF THE PROSPECT STREET BRIDGE, AND DECLARING AN EMERGENCY, was read for the first time, by title only.

Mr. Harper explained that this would be a three year agreement with ODOT to inspect the Prospect Street Bridge at no cost to the City.

There being no further comments or questions, Mr. Ribelin moved to waive the requirement that legislation be read at three separate meetings. Mr. Harper seconded the motion. **Vote: All Ayes.** Mr. Harper moved to approve this Ordinance as an emergency measure for the reason set forth in the Ordinance. The motion was seconded by Mr. Kairis. **Vote: All Ayes.** A motion was made by Mr. Kairis, seconded by Mr. Ribelin that Ordinance No. 2019-103 be adopted. **Vote: All Ayes.** The President of Council declared Ordinance 2019-103 adopted.

**ORDINANCE NO. 2019-104:** AN ORDINANCE AUTHORIZING THE MAYOR TO SUBMIT AN APPLICATION FOR OHIO PUBLIC WORKS COMMISSION FUNDING (OPWC) FOR THE LAWRENCE STREET WATER LINE PROJECT, FURTHER AUTHORIZING THE MAYOR, IN THE EVENT THE APPLICATION IS APPROVED, TO AGREE TO PARTICIPATING IN FUNDING OF THE CITY'S LOCAL SHARE FOR THE SUBJECT OPWC PROJECT, AND DECLARING AN EMERGENCY, was read for the first time, by title only.

Mr. Moskun said this is a project that is supposed to start late next summer or early next fall. It's a combination of grant and loan.

Mr. Finney said the City has been doing extremely well as far as scoring of these grants. Ravenna is doing one of the two projects in Portage County. In the district, Ravenna City is usually in the top five.

There being no further comments or questions, Mr. Ribelin moved to waive the requirement that legislation be read at three separate meetings. Mr. Kluge seconded the motion. **Vote: All Ayes.** Mr. Harper moved to approve this Ordinance as an emergency measure for the reason set forth in the Ordinance. The motion was seconded by Mr. Kairis. **Vote: All Ayes.** A motion was made by Mr. Ribelin, seconded by Mr. Kluge that Ordinance No. 2019-104 be adopted. **Vote: All Ayes.** The President of Council declared Ordinance 2019-104 adopted.

**ORDINANCE NO. 2019-105:** AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT WITH CHAGRIN VALLEY PAVING FOR THE PAVING OF THE PARKING LOT AND DRIVEWAY AT THE WASTEWATER TREATMENT PLANT, ACCORDING TO THE SPECIFICATIONS NOW ON FILE IN THE OFFICE OF THE MAYOR, AND DECLARING AN EMERGENCY, was read for the first time, by title only.

Mr. Moskun explained that Chagrin Valley Paving is scheduled to start this project tomorrow morning.

There being no further comments or questions, Mr. Ribelin moved to waive the requirement that legislation be read at three separate meetings. Mr. Kluge seconded the motion. **Vote: All Ayes.** Mr. Kluge moved to approve this Ordinance as an emergency measure for the reason set forth in the Ordinance. The motion was seconded by Mr. Kairis. **Vote: All Ayes.** A motion was made by Mr. Harper, seconded by Mr. Kairis that Ordinance No. 2019-105 be adopted. **Vote: All Ayes.** The President of Council declared Ordinance 2019-105 adopted.

**First Reading of Ordinances (continued):**

**ORDINANCE NO. 2019-106:** AN ORDINANCE ACCEPTING A PROPOSAL PROVIDED BY LOVE INSURANCE AGENCY, A COPY OF WHICH IS ATTACHED HERETO AND MARKED EXHIBIT "A" FOR THE RENEWAL OF INSURANCE COVERAGE FOR THE PERIOD OF SEPTEMBER 14, 2019 THROUGH SEPTEMBER 14, 2020, AND DECLARING AN EMERGENCY, was read for the first time, by title only.

Mr. Cecora said this is a renewal with a slight increase over last year. There were no vehicles added. Coverage is the same. The total cost went up about \$6,000.00.

There being no further comments or questions, Mr. Harper moved to waive the requirement that legislation be read at three separate meetings. Mr. Kairis seconded the motion. **Vote: All Ayes.** Mr. Kairis moved to approve this Ordinance as an emergency measure for the reason set forth in the Ordinance. The motion was seconded by Mr. Ribelin. **Vote: All Ayes.** A motion was made by Mr. Kluge, seconded by Mr. Harper that Ordinance No. 2019-106 be adopted. **Vote: All Ayes.** The President of Council declared Ordinance 2019-106 adopted.

**ORDINANCE NO. 2019-107:** AN ORDINANCE APPROVING THE TRANSFERS AND ADVANCES FOR THE MONTH OF AUGUST, 2019 LISTED ON EXHIBIT "A" ATTACHED HERETO, AND DECLARING AN EMERGENCY, was read for the first time, by title only.

Mr. Cecora said there was one advance to report, moving money to a grant from the General Fund.

There being no further comments or questions, Mr. Harper moved to waive the requirement that legislation be read at three separate meetings. Mr. Kairis seconded the motion. **Vote: All Ayes.** Mr. Kairis moved to approve this Ordinance as an emergency measure for the reason set forth in the Ordinance. The motion was seconded by Mr. Ribelin. **Vote: All Ayes.** A motion was made by Mr. Kluge, seconded by Mr. Harper that Ordinance No. 2019-107 be adopted. **Vote: All Ayes.** The President of Council declared Ordinance 2019-107 adopted.

**ORDINANCE NO. 2019-108:** AN ORDINANCE ADJUSTING THE 2019 ESTIMATED REVENUES AND APPROPRIATIONS AS DETAILED IN SCHEDULE "A", AND DECLARING AN EMERGENCY, was read for the first time, by title only.

Mr. Cecora said this is the September cleanup. There were a couple of highlighted items. In the appropriation column, there will be an appropriation for salt. The methodology has changed for how salt is purchased. Previously, they had to buy it and pay for whatever was used at the end of the season. That has changed so now they have to buy it up front and store it. They had to make an appropriation to make sure they have funding to buy the salt in the fall. In the revenue side they will capture some additional revenues for the sale of that salt to the other public entities who purchase their salt from the City. The other notable item under estimated revenues, there was a Portage County Sewer Settlement to be covered. There is some ebb and flow in expense lines and the items they wished to push through this month rather than doing separate ordinances such as new meters, paving, etc.

There being no further comments or questions, Mr. Ribelin moved to waive the requirement that legislation be read at three separate meetings. Mr. Harper seconded the motion. **Vote: All Ayes.** Mr. Harper moved to approve this Ordinance as an emergency measure for the reason set forth in the Ordinance. The motion was seconded by Mr. Kairis. **Vote: All Ayes.** A motion was made by Mr. Kairis, seconded by Mr. Ribelin that Ordinance No. 2019-108 be adopted. **Vote: All Ayes.** The President of Council declared Ordinance 2019-108 adopted.

**Second Reading of Ordinances: None**

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**Third Reading of Ordinances: None**

**Old Business:** President Bica asked where they stand with the Economic Development Director position.

Mayor Seman said they interviewed two more people this past week. There is one more group they have to talk to and then a decision will be made.

President Bica asked if Mayor Seman has a gut feeling as to when a decision might be made.

Mayor Seman said he would hope it would be within the next week and a half.

President Bica asked if Mayor Seman has had discussions with the township about funding or are they waiting for a final candidate?

Mayor Seman said he doesn't expect it to be a problem. They need to keep in mind both groups have to do some legislation to put it into place. He has to have permission to sign a contract and Township also has a procedure. When he says a week and a half, he doesn't know how long it will take to get through the process. The contract will be patterned after the one when they hired the HR person.

**New Business: None**

**Mayor's Remarks:** Mayor Seman said Mark Knapp, who owns Spring Seal is doing an expansion of about 40,000 square feet. It was going to be 20,000 but decided to double that. He is requesting an Enterprise Zone Agreement which is underway. Spring Seal has turned in the request and would like to do the 100%, which they have done before. In order to do the 100%, the schools have to be notified and they have to work out some arrangement with the schools, which Mr. Knapp is very much aware of. The 45 day notice has been served to the schools. They are hoping the schools will waive the required days and can begin to move forward with the legislation.

Mayor Seman noted that the City's web page is very close to being released.

Mr. Cimino said he would like to do an update on the opioid lawsuit. They received notice the federal judge is trying to do a voluntary class action for the sole purpose of trying to come up with a monetary settlement in these cases. The main case is set for trial in Summit and Cuyahoga County. Our case is on hold pending the outcome of that particular case. Apparently a couple of the defendants have made some offers toward settlement of that case. Where they are with this voluntary class with full purpose of negotiating a settlement is that the City has now received, with one of the 2000 cases on hold, the option of either becoming a part of that negotiations on settlement and/or not becoming a party. The letter they got from the contact person, Steve Colecchi, the decision does not need to be made until November 22, 2019. They are further evaluating it to determine which way to go. They'll sit back and wait to see what they come up with.

There being no further business, the meeting adjourned at 7:47 P.M. The next Regular Council Meeting is scheduled for Monday, November 4, 2019 at 7:00 P.M.

**ATTEST:**

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Clerk of Council

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Council President