

**MINUTES OF COMMITTEE OF THE WHOLE MEETING**  
**October 21, 2019**

The October 21, 2019 Ravenna City Committee of the Whole meeting was called to order at 7:00 P.M. by Council President, Joseph Bica. The following Council members were present: Andrew Kluge, Bruce Ribelin, Scott Rainone, Robert Kairis and Amy Michael. Also attending the meeting were: Also attending the meeting were Mayor Frank Seman; Finance Director, Kimble Cecora; Director of Public Service, Kay Dubinsky; Police Chief, Jeff Wallis; Fire Chief, Geoff Cleveland; Larry Silenius of 123 North Walnut Street, Ravenna, Ohio; Clifford Soudil of 464 Woodland Avenue, Ravenna, Ohio; Christina West of 732 Eastland Avenue, Ravenna, Ohio; Deena Tannert of 784 East Main Street, Ravenna, Ohio; Brian Huff of 667 Ellen Court, Ravenna, Ohio.

President Bica said the first item on the agenda is the approval of the Committee of the Whole meeting of September 23, 2019. There being no corrections, additions or changes to the minutes, a motion was made by Mr. Kairis 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 to authorize the mayor to enter into a Fair Housing Agreement with Portage County Regional Planning as part of the fiscal year 2019 CHIP.

Mr. Ribelin said the information didn't come in until the day after the committee meeting but this agreement needs to be approved. It does not cost the City any money. It just authorizes the mayor to enter into a Fair Housing Agreement which is a requirement of the CHIP grant. The cost for fair housing is \$5,000.00 but it comes out of the CHIP funds. This is a yearly housekeeping issue.

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

President Bica said Item No. 3 is a request to authorize the mayor to enter into a telephone system agreement with Cisco and Spectrum for internet system for the City.

Ms. Michael explained that Mr. Cecora distributed a couple of spreadsheets. They illustrate a very lengthy process of different ways they can go on this issue.

Mr. Cecora said one deals with the phone system. He took the Quality IP quote, broke it down by department, by fund to see where they are going with this. Page one is accounting information. The second page there are funding sources for debt service on the lease. He looked at financing terms and timelines and the total cost of the project at 5% over five years. There is a calculation of what the distribution would be by fund. The hit would be 65-74, Parks CI, Water and Sewer in this apportioned quantities. The very last page shows if they take that the annual debt service and take those percentages for each fund on an annual basis over five years. There is also a column for the 2020 budget. There was an amount already in the 2020 budget, although not the final amount. The annual appropriation is about \$4,200.00 short annually.

Mr. Kairis asked about a breakdown of the monthly bill for maintenance.

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Mr. Cecora said he didn't put in on the spreadsheet because it's not a capital item. He is only showing them the capital side of things.

Mr. Cecora said the action item coming out of this meeting would be that he would need to contact Quality IP to see what they need in terms of executing a contract to install and find out what kind of financing applications he can do with Cisco.

Ms. Michael said she doesn't think the price is too bad, being off only \$4,200.00 a year.

Mr. Cecora said he is estimating the percentage to be five percent over five years. He doesn't think the cost of financing will not be over that.

Mr. Kairis said the phone system itself, compared to last time, is not unreasonable. The additional costs are in the upgrade to the internet service is double.

Mr. Cecora said that although it's not relatively close the \$4,200.00 a year is better than starting from ground zero. The other exhibit is the internet. That is just a column of distributions.

Mr. Bica asked if he is correct that the projected annual lease payment is \$21,500.00 which is less than the other payment, which is \$1,800.00 a month less?

Mr. Cecora said right now they are paying about \$2,000.00 a month for the AT&T Avaya phone system. That ends in February. That was a five year lease deal as well. To answer the question, it does cost less on a monthly basis. There was some back end maintenance and an extended warranty on that as well as some back end support from Avaya.

Mr. Bica said the internet is a whole different item.

Mr. Cecora said that it is a standalone spreadsheet. He broke it down by department. Column 1 is Spectrum monthly; Column 2 is the optiman which is the old AT&T. The cost is \$3,500.00 a month vs. what they are paying now at \$1,700.00 a month. It's the product Quality IP rolled out. He doesn't understand the technology. It's his understanding that the AT&T product was supposed to just service a certain number of telephones and not citywide internet. The Spectrum costs will be charged to the fund of the department based on the cable service provided to each location. These are basically cable drops. The optiman product is charged by funds and departments based on the number of telephones per department per billing. They are two completely different things.

Mr. Rainone asked if this optiman is a hub.

Mr. Cecora said he did not know.

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Mr. Kairis asked what the current Spectrum fees are now; is that what they are calling the AT&T optiman?

Mr. Cecora explained that the AT&T optiman product is what the City currently uses as its internet. There are a couple of Spectrum drops but they are minimal. The internet is basically being run through the phone system from what he could understand.

Mr. Kairis said he may have misunderstood what they were saying. He thinks it's that the phone system is run through the internet. The internet costs is for everything, not just the phone system. The City already has a monthly fee to Spectrum.

Mr. Cecora said there are, for two individual drops. Spectrum is providing the service through optiman. AT&T is also servicing it. Mr. Bica may be able to help explain this product since he was involved in the discussions when it was installed.

Mr. Bica said the increase in the internet will be \$1,284.00 so they are going to add that to a little bit less lease payment that comes to \$3,077.00 per month to the General that the City will be paying. What is the current amount being paid from the General now for internet service?

Mr. Cecora said that it isn't tracked separately because it is bundled in with the telephone. Optiman handles the phone lines.

Mr. Bica said that the internet costs and the phone system costs are actually right around the same price they are going to be paying for a new phone system. This has nothing to do with additional warranty or service providers, etc.

Mr. Cecora said that this is strictly internet.

Ms. Michael asked in order to have the new phone system they have to have the higher internet?

Mr. Cecora said that's what they are being told. The Cisco phone system will not support running the internet. As they were told, this transition will happen somewhere in the first quarter of 2020. What they need to do is serve notice to the people at AT&T that the contract is going by the wayside. As far as the pricing, this is State term pricing through Quality IP.

Mr. Kairis noted his concern is the \$750.00 a month to maintain the phone system, which is really just adding phones for new employees, etc. He doesn't know if this is reasonable.

Mr. Bica asked if they have to take that big of a jump with the internet service to change the phone service.

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Mayor Seman said what they have now is unacceptable. His computer is mostly an electric typewriter. You can't do much more with it than that. The internet is extremely slow.

Mr. Kluge said that this would be a one fell swoop, getting it all done. The current system is piece-meal.

Mr. Rainone said he agrees with Mr. Kluge. He thinks they are paying to get it up to today's standards where it was just piece-meal, duct tape and gum.

After some discussion, it was decided by those present that Mr. Cecora would ask Quality IP to return to Committee on November 4 to give further explanation.

President Bica said Item No. 4 is a request to authorize the mayor to enter into a contract with Heritage Ohio for the City's participation in Main Street Ohio.

Mr. Kairis said the contract needs to be signed annually with Heritage Ohio. The \$500.00 fee needs to be appropriated. There is a clause in the contract that says the City will make its best effort to provide training. That is something he takes care of every year.

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 to authorize the mayor to enter into a Wildlife Kids for Conservation Grant for the Parks & Recreation Department.

Mr. Kairis said there are actually two grants that the Parks & Recreation Department will be applying for this is one of those grants. Judy Watkins and Jill Halligan have been trained and qualified which are requirements for the grant through ODNR. Both grants are for \$500.00 and no matching funds. This is just to approve the application for those grants. One is an outdoor learning lab for the summer camp and the other is a pollinators project at Chestnut Hills.

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

President Bica said Item No. 7 is a request to appropriate \$20,000.00 from the sewer fund for upgrades to the Maplewood lift station.

President Bica said Mr. Finney went over the issue regarding the issues at the Maplewood lift station. The ask is for \$20,000.00 for repairs to the pump station. The pump was purchased last week.

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. 8 is a request to appropriate \$20,000.00 from the sewer fund to replace the gate valve at the wastewater treatment plant.

Mr. Bica said Mr. Finney reviewed this. The gate valves at the wastewater treatment plant aren't working and need to be replaced.

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 accept, record and appropriate the 2019 Bulletproof Vest Grant of \$6,673.16.

Mr. Kluge said this is the grant award.

Mr. Cecora said the actual amount of the grant was \$2,896.08.

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

President Bica said Item No. 10 is a request to authorize the mayor to accept, record and appropriate the 2020 IDEP/STEP Traffic Enforcement Grant for \$24,171.00.

Mr. Kluge said this is a grant applied for by the Police Department.

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 authorize the mayor to accept, record and appropriate the Ohio Law Enforcement Body Armor Grant of \$6,462.75.

Mr. Kluge said that this request is as it reads. It's a grant applied for by the Police Department and was awarded.

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

Mr. Ribelin said he would like thank the safety forces for applying for these grants. It helps take some of the pressure off the City for funding items.

President Bica said Item No. 12 is a request to advertise for chemicals for the year 2020 at the water and wastewater treatment plants.

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President Bica said these are yearly staple supplies for chemicals at the plants.

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 approve the Joint Operational Policy and Procedures for Shared Facilities Connections with Portage County Water Resources.

President Bica said the service director reviewed this with the committee. This is a request for a resolution.

Mr. Cecora said that there has been a separate line set up to track the repairs in the event there are any repairs that need to be made. That way everyone will have a heads up if something happens, particularly because it's an every other year.

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 move appropriations from the 2020 budget to the 2019 budget for street lamp replacement.

Mr. Cecora said there was \$50,000.00 in 2019 and \$50,000.00 budgeted for 2020. That Mr. Finney wants to start the globe replacement project. There is an issue due to there is a single vendor availability. There is only one vendor with the globes. If they go outside the company, they would have to have the globes custom made so they'll just stick with the vendor. They are replacing both the bulbs and the globes.

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 for the approval of September 2019 accounting transactions.

Mr. Cecora said some General monies were moved to EMS Grant fund to cover some encumbrances until they draw from the grant again.

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

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Mayor Seman said there is no action this evening but they may need to have legislation in place for the Enterprise Zone Agreement for Spring Seal. They are waiting on the school board and their meeting won't be until October 28. He fully expects that to be approved.

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 7:43 P.M.

**ATTEST:**

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Council Clerk

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Council President