

**MINUTES OF COMMITTEE OF THE WHOLE MEETING**  
**November 18, 2019**

The November 18, 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: Bruce Ribelin, Robert Kairis, Amy Michael and Matt Harper. Also attending the meeting were: Mayor Frank Seman; Finance Director, Kimble Cecora; Law Director, Frank Cimino; 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; Tim Calfee of 910 Murray Avenue, Ravenna, Ohio and Cheryl Wood of 1083 Susan Drive, Ravenna, Ohio.

A motion was made by Mr. Kairis at 7:00 P.M., to go into Executive Session regarding pending litigation. The motion was seconded by Mr. Ribelin. **Vote: All Ayes.**

At 7:05 P.M., a motion was made by Mr. Ribelin to adjourn the Executive Session. The motion was seconded by Mr. Moskun. **Vote: All Ayes.**

President Bica said the first item on the agenda is the approval of the Committee of the Whole meeting of October 21, 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. Moskun. **Vote: All Ayes.**

President Bica said Item No. 2 is a request to discuss the phone system and internet services.

Ms. Michael said this has been an ongoing discussion. Quality IP was present for the committee meeting where there was a very lengthy conversation, answering numerous questions. For the most part, the committee was comfortable with what was presented. The one issue they are on the fence about is the \$750.00 a month maintenance fee. She did get an email from ComDoc where there will be a presentation made at the next committee meeting so there is a comparison as to the fees. They would like to see the difference. They have to really get moving on this because they only have until February before the current contract expires.

President Bica asked if Mr. Cecora discussed the financing with Cisco.

Mr. Cecora said that he is currently working on it with them. They are offering 4.9% over five years. He's waiting on a credit application. They are not quite sure how to go about canceling the AT&T service but are currently working through that process.

President Bica said Item No. 3 is a request to authorize the mayor to enter into purchasing documents with ODOT for the purchase of the salt shed and property at 705 Oakwood Street.

Mr. Harper said this is to appropriate \$100,000.00 out of the Capital Improvement Fund for the salt shed and property. Then another \$50,000.00 must be appropriated for the salt out of the Street Department salt line.

Mr. Cecora said that changed because they just got an invoice for salt. They will need to appropriate the entire \$100,000.00 and the \$50,000.00 out of Street. That's if ODOT accepts the offer. As of now, ODOT has not approved the transaction.

**Committee of the Whole Meeting Minutes**  
**November 18, 2019**  
**Page Two (2).**

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

President Bica said Item No. 4 is a request to accept, record and appropriate a \$1,000.00 donation from Swagelok and one for the Fire Department.

Mr. Ribelin said this is simply a donation from Swagelok. They do this every year. It's always very appreciated. Thank you notes have been sent. This is a housekeeping issue.

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 appropriate \$6,422.59 to cover the cost of the asphalt paving project at the Wastewater Treatment Plant.

Mr. Moskun said everywhere that was asphalted on October 8, Chagrin Valley noticed places where more asphalt was needed to do the job properly. The additional amount that needs to be appropriated is \$6,422.59. They are just waiting for their payment.

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

President Bica said Item No. 6 is a request for the accounting entries needed for the Vine and Gill Street Improvement Projects.

Mr. Cecora said there are reworked numbers. There will be an exhibit. They will be fine tuning what is needed in paving, storm and water. Nothing has changed material to this. If anything, it will be less.

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 authorize the mayor to enter into an agreement with Portage County Public Defender for the 2020 contract to defend indigent offenders.

Mr. Kairis said this is a housekeeping issue. It is an annual ordinance. The amount is the same as it has been for the past several years.

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 \$9,500.00 from the Parks Capital Improvement Fund for a security camera system at Chestnut Hills Park.

**Committee of the Whole Meeting Minutes**  
**November 18, 2019**  
**Page Three (3).**

Mr. Kairis explained that the lighting was estimated but neglected to account for the pole. The city already has the pole but installation of that pole needs to be done.

Mr. Finney said there needs to be a foundation and run conduit.

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 adjust the payroll appropriations.

Mr. Cecora said this is just a place holder for annual payroll appropriation cleanup that is done at the end of each year. The exhibit will be forthcoming.

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 approve the October, 2019 accounting transactions.

Mr. Cecora said there were only transfers to report. All of them are for debt service and moving monies to pay that debt service.

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 enter into an agreement with Charlestown Township for EMS services.

Mr. Ribelin explained that this is a continuation of the previous contract for EMS services with the Charlestown Township.

Mr. Ribelin asked if there will EMS services provided to the Arsenal.

Mr. Cecora said that there has always been a supplemental agreement with them for that service. He would suggest they discuss that issue with Chief Cleveland. There is no change in the Charlestown Agreement. The methodology remains the same. There is a caveat in the contract that if the City raises the rates, that will be passed on to the vendor.

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

President Bica said Item No. 12 is a request to authorize the mayor to enter into contracts with various entities for dispatching services.

**Committee of the Whole Meeting Minutes**  
**November 18, 2019**  
**Page Four (4).**

Mr. Ribelin said this is simply new contracts for the various entities for dispatching services. It was indicated that Randolph is now coming on board.

Mr. Cecora said all the contracts have been finalized and have been sent to Captain Rarrick to distribute to the various subscribers. The total revenue for next year is about \$235,000.00 total. That includes Randolph at about \$29,000.00. That is based on the billable call rate and what they thought the three year average call would be.

President Bica asked if the call rate is calculated based on cost.

Mr. Cecora said based on a 5% increase over what last year was as has been done in the past.

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 7:25 P.M.

**ATTEST:**

\_\_\_\_\_  
Council Clerk

\_\_\_\_\_  
Council President