

**MINUTES OF RAVENNA CITY COUNCIL MEETING
December 2, 2019**

The Regular Meeting of Council of the City of Ravenna was called to order at 7:00 P.M., December 2, 2019, by Council President, Joseph Bica.

The following were present on the roll call: Andrew Kluge, Bruce Ribelin, Scott Rainone, Paul Moskun, Robert Kairis, Amy Michael and Matt Harper.

Also attending the meeting were: Mayor Frank Seman; Finance Director, Kim Cecora; Law Director, Frank Cimino; Service Director, Kay Dubinsky; Law Director, Frank Cimino; Police Chief Jeff Wallis; Fire Chief Geoff Cleveland; 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 784 East Main Street, Ravenna, Ohio; Tim Calfee of 910 Murray Avenue, Ravenna, Ohio; Cheryl Wood of 1083 Susan Road, Ravenna, Ohio; James Carozzi of 1233 Shadowlawn Drive, Ravenna, Ohio; Brian Huff of 667 Ellen Court, Ravenna, Ohio and Tyler Marovich of 537 East Highland Avenue, Ravenna, Ohio.

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. Ribelin, seconded by Mr. Moskun to approve the minutes of the Regular City Council Meeting of November 4, 2019. **Voice Vote: All Ayes.**

COMMUNICATIONS: None

DELEGATIONS: None

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

REPORT OF COMMITTEES: President Bica said Committee meetings will be held Tuesday, December 16, 2019 starting at 5:30 PM.

Utilities: Mr. Moskun there is nothing for the committee at this point.

Information Systems: Ms. Michael said this committee will be meeting December 16, time to be announced.

Planning Committee: Mr. Kairis said this committee had a few items on the agenda. A meeting will be held December 16, time to be announced.

Committee of the Whole: President Bica said Committee of the Whole meeting will be held Monday, December 23, 2019 at 7:00 P.M.

Public Health & Safety Committee: Mr. Kluge said this committee was sponsoring four items on the agenda. A meeting is to be determined.

Streets & Sidewalks Committee: Mr. Harper said this committee no items on the agenda. A meeting will be scheduled for December 16, time to be announced.

Personnel: Mr. Rainone said no items are on the agenda. A meeting will be held on December 16.

Community & Economic Development: Mr. Ribelin said there are no items on the agenda being sponsored by this Committee. A committee meeting will be held December 16, time to be announced.

Regular City Council Meeting Minutes
December 2, 2019
Page Two (2).

Cemetery: Mr. Ribelin said there will be a meeting this Friday at noon in City Hall. The township representative on the cemetery board wants the cemetery employees to pay a large share of their insurance. Currently they are not paying anything. It's a fairly exorbitant rate so they thought it necessary to for further discussions with the finance people.

First Reading of Ordinances:

ORDINANCE NO. 2019-123: AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT WITH CHARLESTOWN TOWNSHIP TRUSTEES FOR EMERGENCY MEDICAL SERVICES, AND DECLARING AN EMERGENCY, was read for the first time, by title only.

Mr. Kluge said this is a five year contract for EMS services, starting January 1, 2020 through December 31, 2024.

There being no further comments or questions, Mr. Ribelin moved to waive the requirement that legislation be read at three separate meetings. Mr. Rainone 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 Ms. Michael. **Vote: All Ayes.** A motion was made by Mr. Ribelin, seconded by Mr. Kairis that Ordinance No. 2019-123 be adopted. **Vote: All Ayes.** The President of Council declared Ordinance 2019-123 adopted.

ORDINANCE NO. 2019-124: AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT WITH CHARLESTOWN TOWNSHIP, DEERFIELD TOWNSHIP, EDINBURG TOWNSHIP, PALMYRA TOWNSHIP, PARIS TOWNSHIP, RAVENNA TOWNSHIP, ROOTSTOWN TOWNSHIP AND WINDHAM VOLUNTEER FIRE DEPARTMENT, JOINT FIRE DISTRICT, FOR DISPATCHING SERVICES TO BE PERFORMED FOR THE VARIOUS TOWNSHIPS FOR THE CALENDAR YEARS 2020, 2021 AND 2022, AND DECLARING AN EMERGENCY, was read for the first time, by title only.

Mr. Kluge said these are three year contracts for all the entities. Randolph is missing from the legislation title and needs to be added. The rate is fixed as has been done previously.

A motion was made by Mr. Harper, seconded by Mr. Kluge to include Randolph Volunteer Fire Department in the title of the ordinance. **Vote: All Ayes.** There being no further comments or questions, Mr. Ribelin moved to waive the requirement that legislation be read at three separate meetings. Mr. Moskun seconded the motion. **Vote: All Ayes.** Ms. Michael 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. Kluge that Ordinance No. 2019-124 be adopted. **Vote: All Ayes.** The President of Council declared Ordinance 2019-124 adopted.

ORDINANCE NO. 2019-125: AN ORDINANCE ACCEPTING A DONATION TO THE RAVENNA POLICE DEPARTMENT IN THE SUM OF \$1,000.00 FROM THE SWAGELOK COMPANY; RECORDING ESTIMATED REVENUES IN THE SUM OF \$1,000.00 AND APPROPRIATING THE SUM OF \$1,000.00, AND DECLARING AN EMERGENCY, was read for the first time, by title only.

Mr. Kluge said that this is a donation from Swagelok for the Police Department.

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. Kairis, seconded by Mr. Kluge that Ordinance No. 2019-125 be adopted. **Vote: All Ayes.** The President of Council declared Ordinance 2019-125 adopted.

Regular City Council Meeting Minutes

December 2, 2019

Page Three (3).

ORDINANCE NO. 2019-126: AN ORDINANCE ACCEPTING A DONATION TO THE RAVENNA FIRE DEPARTMENT IN THE SUM OF \$1,000.00 FROM THE SWAGELOK COMPANY, RECORDING ESTIMATED REVENUES IN THE SUM OF \$1,000.00 AND APPROPRIATING THE SUM OF \$1,000.00, IN THE FIRE DEPARTMENT, AND DECLARING AN EMERGENCY, was read for the first time, by title only.

Mr. Kluge said this is another generous donation by Swagelok but this is for the Fire Department.

There being no further comments or questions, Mr. Rainone moved to waive the requirement that legislation be read at three separate meetings. Mr. Moskun seconded the motion. **Vote: All Ayes.** Mr. Ribelin moved to approve this Ordinance as an emergency measure for the reason set forth in the Ordinance. The motion was seconded by Mr. Rainone. **Vote: All Ayes.** A motion was made by Mr. Harper, seconded by Mr. Rainone that Ordinance No. 2019-126 be adopted. **Vote: All Ayes.** The President of Council declared Ordinance 2019-126 adopted.

ORDINANCE NO. 2019-127: AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT WITH THE PORTAGE COUNTY PUBLIC DEFENDER TO DEFEND INDIGENT DEFENDANTS CHARGED WITH CRIMES IN THE CITY OF RAVENNA FOR THE YEAR 2020, AND DECLARING AN EMERGENCY, was read for the first time, by title only.

Mr. Kairis said this is a yearly contract for the Public Defender services. This is the same contract that's been in effect for several years.

There being no further comments or questions, Mr. Ribelin moved to waive the requirement that legislation be read at three separate meetings. Mr. Moskun 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. Kluge. **Vote: All Ayes.** A motion was made by Mr. Kluge, seconded by Mr. Rainone that Ordinance No. 2019-127 be adopted. **Vote: All Ayes.** The President of Council declared Ordinance 2019-127 adopted.

ORDINANCE NO. 2019-128: AN ORDINANCE APPROPRIATING THE SUM OF \$7,862.59 FROM THE SEWER FUND TO PAY FOR THE RESURFACING OF THE PARKING LOT AND DRIVEWAY AT THE WASTEWATER TREATMENT PLANT, AND DECLARING AN EMERGENCY, was read for the first time, by title only.

Mr. Moskun said this amount was accrued because when Chagrin Valley did the grinding, they found places in the parking lot area that needed extra attention. They couldn't see that until the grinding was done in the base of the area. The work was finished, started October 8.

There being no further comments or questions, Mr. Ribelin moved to waive the requirement that legislation be read at three separate meetings. Mr. Moskun 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. Kluge. **Vote: All Ayes.** A motion was made by Mr. Kairis, seconded by Mr. Harper that Ordinance No. 2019-128 be adopted. **Vote: All Ayes.** The President of Council declared Ordinance 2019-128 adopted.

ORDINANCE NO. 2019-129: AN ORDINANCE ADJUSTING THE ACCOUNTING ENTRIES FOR THE VINE AND GILL IMPROVEMENT PROJECT AS DETAILED IN SCHEDULE "A", AND DECLARING AN EMERGENCY, was read for the first time, by title only.

Mr. Cecora said there were some additions and subtractions needed to close out the project. The monies were between paving, storm and water. There are simple appropriations and reductions.

There being no further comments or questions, Mr. Ribelin moved to waive the requirement that legislation be read at three separate meetings. Mr. Rainone 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. Moskun. **Vote: All Ayes.** A motion was made by Mr. Kluge, seconded by Mr. Harper that Ordinance No. 2019-129 be adopted. **Vote: All Ayes.** The President of Council declared Ordinance 2019-129 adopted.

Regular City Council Meeting Minutes
December 2, 2019
Page Four (4).

ORDINANCE NO. 2019-130: AN ORDINANCE APPROPRIATING THE SUM OF \$9,500.00 FROM THE PARKS CAPITAL IMPROVEMENT FUND FOR THE PURCHASE AND INSTALLATION OF SECURITY CAMERAS AT CHESTNUT HILLS PARK, AND DECLARING AN EMERGENCY, was read for the first time, by title only.

Mr. Kairis said this is to install security cameras at Chestnut Hills Park. The original quote did not include a pole that needs to be installed. The City has the pole but it also needs to be installed. That pumped the price up to \$9,500.00. That is for just one camera. There is a lot of other equipment including a hard drive, power supply, installation materials, monitor, cabling, etc.

Mr. Ribelin said this is long overdue. There have been problems there so he's glad to see they are getting cameras there.

Mr. Kairis said there have been some concerns about vandalism. Hopefully this will help eliminate some of the problems.

There being no further comments or questions, Mr. Kluge moved to waive the requirement that legislation be read at three separate meetings. Mr. Harper seconded the motion. **Vote: All Ayes.** Mr. Ribelin moved to approve this Ordinance as an emergency measure for the reason set forth in the Ordinance. The motion was seconded by Ms. Michael. **Vote: All Ayes.** A motion was made by Mr. Harper, seconded by Mr. Moskun that Ordinance No. 2019-130 be adopted. **Vote: All Ayes.** The President of Council declared Ordinance 2019-130 adopted.

ORDINANCE NO. 2019-131: AN ORDINANCE ADJUSTING THE PAYROLL AND PAYROLL RELATED APPROPRIATIONS AS NEEDED, AND DECLARING AN EMERGENCY, was read for the first time, by title only.

Mr. Cecora said this is the payroll side of the annual year end adjustment entries.

There being no further comments or questions, Mr. Kairis moved to waive the requirement that legislation be read at three separate meetings. Mr. Moskun seconded the motion. **Vote: All Ayes.** Ms. Michael moved to approve this Ordinance as an emergency measure for the reason set forth in the Ordinance. The motion was seconded by Ms. Michael. **Vote: All Ayes.** A motion was made by Mr. Harper, seconded by Mr. Moskun that Ordinance No. 2019-131 be adopted. **Vote: All Ayes.** The President of Council declared Ordinance 2019-131 adopted.

ORDINANCE NO. 2019-132: AN ORDINANCE APPROVING THE TRANSFERS AND ADVANCES FOR THE MONTH OF OCTOBER, 2019 LISTED ON EXHIBIT "A" ATTACHED HERETO, AND DECLARING AN EMERGENCY, was read for the first time, by title only.

Mr. Cecora said all the transfers were debt service related for energy debt and bonds.

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. Rainone 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. Kluge that Ordinance No. 2019-132 be adopted. **Vote: All Ayes.** The President of Council declared Ordinance 2019-132 adopted.

Second Reading of Ordinances: None

Third Reading of Ordinances: None

Old Business: None

New Business: None

Mayor's Remarks: Mayor Seman said that ODOT accepted the proposal for the salt shed. However, they wanted that taken care of in the next two weeks. There is no contract yet.

Regular City Council Meeting Minutes

December 2, 2019

Page Five (5).

Mr. Cecora said he received something from ODOT today. They need a 15 day window after it is passed. He sent the contract to Mr. Cimino and asked if there could be a Special Council Meeting on December 23 to pass this as quickly as possible for ODOT. If anything else is needed quickly like the Cisco contract for the telephones that can be incorporated into the agenda if needed.

Mayor Seman said that Mr. Frisone called him and would like to be able to buy salt from the City if possible.

A motion was made by Mr. Ribelin at 7:25 P.M. to go into Executive Session to discuss personnel issues. The motion was seconded by Mr. Harper. **Vote: All Ayes.**

Ms. Michael made a motion at 7:42 P.M., to adjourn Executive Session. The motion was seconded by Mr. Ribelin **Vote: All Ayes.**

There being no further business, the meeting adjourned at 7:42 P.M. The next Regular Council Meeting is scheduled for Monday, January 6, 2020 at 7:00 P.M.

ATTEST:

Clerk of Council

Council President