

**MINUTES OF RAVENNA CITY COUNCIL MEETING
January 6, 2020**

The Regular Meeting of Council of the City of Ravenna was called to order at 7:00 P.M., January 6, 2020, by Council President, Andrew Kluge.

The following were present on the roll call: Tim Calfee, Christina West, Paul Moskun, Rob Kairis, Amy Michael and Matt Harper.

Also attending the meeting were: Mayor Frank Seman; Finance Director, Kim Cecora; Law Director, Frank Cimino; Congressman Tim Ryan and many individuals from the public.

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

President Pro Tem: A motion was made by Mr. Kairis, seconded by Mr. Harper to nominate Amy Michael as President Pro Tem. **Vote: Ayes: Kairis, Harper, West, Calfee, Moskun. Abstain: Michael**

Committee Assignments: President Kluge noted that the Committee assignments are currently being distributed. If there are any questions or concerns, please let him know.

Minutes: A motion was made by Ms. Michael, seconded by Ms. West to approve the minutes of the Regular City Council Meeting of December 2, 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 Kluge said Committee meetings will be held Monday, January 13, 2020 starting at 5:30 PM.

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

Information Systems: Ms. Michael said this committee should be having a presentation at the next committee meeting by ComDoc. Mayor Seman said he met with ComDoc on Friday and they need to have to put it together and received an email as to what they need this morning.

Planning Committee: Mr. Kairis said this committee had three items on the agenda. A meeting will be held January 13, time to be announced.

Committee of the Whole: President Kluge said Committee of the Whole meeting will be held Monday, January 21, 2020 at 7:00 P.M. That is a Tuesday because of the Monday holiday.

Public Health & Safety Committee: Ms. Michael said this committee will have a meeting on January 13, time to be announced. There are two items on the agenda.

Streets & Sidewalks Committee: Mr. Harper said this committee no items on the agenda. A meeting will be scheduled for January 13, time to be announced.

Personnel: Mr. Calfee said all items are to be determined.

Community & Economic Development: Ms. West said this is to be determined.

Cemetery: Mr. Moskun said there will be a meeting on the 21st it will be decided who will be appointed from the City and pass the cemetery budget. .

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First Reading of Ordinances:

ORDINANCE NO. 2020-001: AN ORDINANCE APPROPRIATING THE SUM OF \$3,685.00 FROM THE WATER FUND TO PAY FOR AN UPGRADE TO A PROPOSED WATERLINE PROJECT ON HARDING AVENUE, AND DECLARING AN EMERGENCY, was read for the first time, by title only.

Mr. Moskun said some of the money is to increase the size of the pipe from a 6" to an 8" for the increased water flow, for in the future.

There being no further comments or questions, Mr. Harper 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 Ms. Michael, seconded by Mr. Harper that Ordinance No. 2020-001 be adopted. **Vote: All Ayes.** The President of Council declared Ordinance 2020-001 adopted.

ORDINANCE NO. 2020-002: AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH THE UNIVERSITY OF AKRON RESEARCH FOUNDATION FOR CONSULTING SERVICES AND EXPERTISE REGARDING THE OPERATIONS AND PROJECTS IN THE WATER PLANT AND THE WASTEWATER TREATMENT PLANT, AND DECLARING AN EMERGENCY, was read for the first time, by title only.

Mr. Moskun said this is a contract that's been ongoing for several years. As it mentions, the consultant through the University of Akron. Nothing has changed. It's just something that has to be agreed upon to keep the service going. It entitles also, if anything is going on at either of these two departments, that way the supervisor in charge, can contact that consultant at the University of Akron for more information.

There being no further comments or questions, Ms. Michael moved to waive the requirement that legislation be read at three separate meetings. Ms. West 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. Kairis. **Vote: All Ayes.** A motion was made by Ms. Michael, seconded by Mr. Harper that Ordinance No. 2020-001 be adopted. **Vote: All Ayes.** The President of Council declared Ordinance 2020-001 adopted.

ORDINANCE NO. 2020-003: AN ORDINANCE APPROPRIATING THE SUM OF \$14,444.00 FROM THE CAPITAL IMPROVEMENT FUND TO PURCHASE AND INSTALL A CLOSED CIRCUIT SURVEILLANCE SYSTEM AND ENCODER EQUIPMENT FOR EXISTING CAMERAS IN THE POLICE DEPARTMENT, AND DECLARING AN EMERGENCY, was read for the first time, by title only.

President Kluge said this was discussed in Public Health & Safety Committee meeting. It is as it reads, appropriating funds for the surveillance system in the Police Department and an encoder for the existing cameras to work with the new system.

There being no further comments or questions, Ms. Michael moved to waive the requirement that legislation be read at three separate meetings. Mr. Kairis 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 Ms. Michael, seconded by Ms. West that Ordinance No. 2020-003 be adopted. **Vote: All Ayes.** The President of Council declared Ordinance 2020-003 adopted.

ORDINANCE NO. 2020-004: AN ORDINANCE APPROPRIATING THE SUM OF \$15,693.00 FROM THE CAPITAL IMPROVEMENT FUND (65-74) FOR THE PURCHASE OF UPGRADED RECORDING EQUIPMENT FOR THE PHONES AND RADIOS IN THE POLICE DEPARTMENT, AND DECLARING AN EMERGENCY, was read for the first time, by title only.

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President Kluge noted this was discussed previously in the Public Health & Safety Committee meeting as well as during Committee of the Whole. This is an internal upgrade for the phones and radios in the Police Department.

There being no further comments or questions, Mr. Harper 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 Ms. Michael, seconded by Mr. Harper that Ordinance No. 2020-004 be adopted. **Vote: All Ayes.** The President of Council declared Ordinance 2020-004 adopted.

ORDINANCE NO. 2020-005: AN ORDINANCE AUTHORIZING THE MAYOR TO APPLY FOR AN OUTDOOR DISCOVERY GRANT “ARCHERY IN THE SCHOOLS” THROUGH THE OHIO DEPARTMENT OF NATURAL RESOURCES, TO BENEFIT THE PARKS & RECREATION DEPARTMENT, AND DECLARING AN EMERGENCY, was read for the first time, by title only.

Mr. Kairis said this is a request to apply for an ODNR grant for archery in the Parks and Recreation Department. It does require a 25% match. The amount put aside in case the grant is awarded is \$1,100.00. The maximum grant award would be \$2,500.00. There are people already trained to administer the program. The Parks & Recreation Dept. was just awarded two other grants from ODNR so they've got a pretty good track record.

There being no further comments or questions, Mr. Harper moved to waive the requirement that legislation be read at three separate meetings. Ms. West 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. Kairis, seconded by Mr. Moskun that Ordinance No. 2020-005 be adopted. **Vote: All Ayes.** The President of Council declared Ordinance 2020-005 adopted.

ORDINANCE NO. 2020-006: AN ORDINANCE AMENDING THE CODIFIED ORDINANCES OF THE CITY OF RAVENNA, PART FOURTEEN – BUILDING AND HOUSING CODE; TITLE FOUR – BUILDING ADMINISTRATION; CHAPTER 1422 – PERMITS AND FEES, BY ADJUSTING BUILDING FEES AS OUTLINED IN EXHIBIT "A" AND DECLARING AN EMERGENCY, was read for the first time by title only.

Mr. Kairis said these increases are not across the board. They were all evaluated separately. The building fees haven't been updated since 2004.

Mr. Calfee expressed his concern regarding the timing of increases. To waive the three separate readings speeds up the process of it. It also gives less time for people to become aware of the increase in the fees. Is it the usual procedure to waive the three readings on price increases?

Mr. Kluge said there hasn't been any pushback, especially during the committee meetings. They can do that either way with fees. Either make it three readings or not.

Mr. Finney said he hasn't had any reaction from anyone. This time of the year, they get very few permits purchased, especially on the residential side. On the commercial end, he doesn't think it would make much of a difference when folks are submitting applications for permits this time of the year anyway. There was an article in the newspaper that they were in the process of looking to raise the fees. No one has said anything. Our fees have been low and it's been noted that we have lower permit fees than other communities.

Mr. Calfee said he understands and agrees that the fees haven't gone up and are lower than surrounding communities. A fee increase, he thinks sometimes, that's why they have the three readings of it to enable people to know about it and look at it. Unless there's an emergency, he doesn't know of a reason why they would need to waive the three readings.

Mr. Finney said people don't educate themselves on the permit increases until they come in and get the permit. He doesn't see it making any difference in either direction.

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The clerk noted her concern that she's been holding up the Code update to accommodate the fee increases. If they don't do this tonight, she absolutely needs to have that update done very quickly and it will not be updated on the website for another year. There is a new codifier and it's only being done once a year.

After some discussion it was decided by those present that Mr. Finney will put on the website that council is considering the increase in fees and the legislation would remain on first reading.

ORDINANCE NO. 2020-007: AN ORDINANCE AMENDING THE CODIFIED ORDINANCES PART TWO – ADMINISTRATIVE CODE; TITLE FOUR – LEGISLATION; CHAPTER 222 – ORDINANCES AND RESOLUTIONS; SECTION - 222.01 PREPARATION AND SECTION 222.02 – INTRODUCTION AND PASSAGE, BY UPDATING THOSE SECTIONS TO BE IN ACCORDANCE WITH CURRENT PRACTICE, AND DECLARING AN EMERGENCY, was read for the first time, by title only.

Mr. Kairis said he has some issues with the way the legislation was written. Basically they changed a couple of things. 222.01 talks about the process by which we enact ordinances, bylaws, resolutions. The path is through committees, then committee of the whole and then to Council. The current language says the ordinance is presented to the law director. In fact, what is done is before the committee of the whole is present them to the Council Clerk. That is the suggested change based on current practice. The second is that the current ordinance says that the copy of each ordinance, bylaw, resolution is delivered to the residents of council which again, is not our practice. His suggestion was simply to put that a copy of each ordinance, resolution shall be provided to each member of council at least 24 hours prior to the meeting. That isn't how it was written. It was changed to provided or sent electronically each member of council. He's concerned because not everyone on council uses the electronic version. Currently some members are being provided with the print version.

The clerk said there is always going to be a printed copy.

Mr. Kairis concurred stating that's not what the ordinance change says. In the future, there may be a different clerk of council who would take this literally and only provides electronic copies.

The clerk asked if delivered is a better word. Mr. Kairis said he would prefer provided to each member at least 24 hours. He doesn't want the word electronically in there.

Mr. Kairis said also, the third change is that they typically only read the title of the ordinances, resolutions or bylaws, not the entire resolution. They changed that to read "unless a request is made by a member of council to read the bylaw, ordinance or resolution in part or in full, the title of each bylaw, ordinance or resolution of council shall be read upon three separate and distinct days before submission for final passage". He thinks the rewording is a little awkward. It says "each bylaw, ordinance or resolution of council shall be read by title only, unless a full reading is requested by a member of council and distinctly upon three separate distinct days before submission for final passage". He would rather have his language in there.

It was decided by those present that the issue would remain on first reading.

Second Reading of Ordinances: None

Third Reading of Ordinances: None

Old Business: None

New Business: The clerk noted they need to discuss when they want to start interviewing for the vacant council seat. After some discussion it was decided Tuesday, January 14 and Wednesday, January 15 will be the dates for interviews.

Mr. Calfee asked if they have a minute to discuss the procedure to which they have appointed these people in these positions in the past.

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--ter some discussion it was decided that issue would be discussed further at the Personnel Committee meeting January 13.

Mayor's Remarks: Mayor Seman said the new economic development director is on the job and out meeting with the public. He has gone through a two day orientation. He met with Brad Ehrhart, County economic development director. He is already developing some statistical analysis that he wants in terms of defining the commercial property first; looking at what buildings are available; what is the vacancy rate in those and the going rental rate and then eventually make his way into the downtown area to do the same thing. He does know what he needs to do and is out doing it.

Mayor Seman went on to say the State of the City is early this year. It's on January 22 at 6:30 P.M. It will be held at the University Hospital in the large meeting room. He promised to keep it shorter this year.

President Kluge said thank you he was looking forward to serving everybody. He noted the newly appointed representatives, Christina West and Tim Calfee, who are present this evening.

There being no further business, the meeting adjourned at 7:45 P.M. The next Regular Council Meeting is scheduled for Monday, February 3, 2020 at 7:00 P.M.

ATTEST:

Clerk of Council

Council President