

MINUTES OF COMMITTEE OF THE WHOLE MEETING
December 23, 2019

The December 23, 2019 Ravenna City Committee of the Whole meeting was called to order at 7:00 P.M. by Council President Pro Tem, Scott Rainone. The following Council members were present: Andrew Kluge, Bruce Ribelin, Robert Kairis, Paul Moskun, Amy Michael and Matt Harper. Also attending the meeting were: Mayor Frank Seman; Service Director, Kay Dubinsky; Finance Director, Kimble Cecora and City Engineer Bob Finney.

President Pro Tem Rainone said the first item on the agenda is the approval of the Committee of the Whole meeting of November 18, 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. **Voice Vote: All Ayes.**

President Pro Tem Rainone said Item No. 2 is a request to authorize the mayor to enter into a Professional Services Agreement with Ravenna Township, City of Ravenna and Dennis West for economic development.

Mr. Kairis noted his concerns regarding the educational qualifications posted for the position. If it were not for that aspect, he wouldn't have a problem with it.

Ms. Michael said she thinks Mayor Seman has done a wonderful job and that it's a shame he couldn't hire the person he wanted but because of the situation, someone with less qualifications was chosen. She noted this is no reflection the mayor.

Mr. Ribelin said he was happy to get this moving forward. He would like to see this passed during the special meeting later in the evening.

There being no further questions or comments, it was decided by those present the issue would be one subject on the special council meeting later that evening.

President Pro Tem Rainone said that Item No. 3 is a request to appropriate \$3,685.00 from the Water fund to pay to upsize the water line on Harding Avenue.

Mr. Finney gave the explanation that the waterline project is a CBDG project being done by the County. The City, however, would like to upsize the lines as they have done in the past, to help in the case of any future expansion of the waterlines. The current plan is 6" lines. They would like to raise those up to 8" lines.

There being no further questions or comments, it was decided by those present legislation would be prepared.

Ms. Dubinsky explained that this is an annual contract with the University of Akron. Dr. Miller helps with all capital projects and if there is any problem at one of the plants, he is available. There is no change in the contract from last year and the cost has remained the same.

There being no further questions or comments, it was decided by those present legislation would be prepared.

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President Pro Tem Rainone said the next item on the agenda is to appropriate \$14,444.00 from the Capital Improvement Fund to purchase and install a closed circuit surveillance system and an encoder for existing cameras.

Mr. Kluge explained that this is to upgrade the closed circuit surveillance in the Police Department by adding new equipment and getting an encoder for the old equipment.

There being no further questions or comments, it was decided by those present legislation would be prepared.

President Pro Tem Rainone said Item No. 6 is a request to appropriate \$15,693.00 from the Capital Improvement Fund to purchase recording equipment for police radios and phones.

Mr. Kluge stated the equipment being purchased is to update the recording equipment connected to the telephones and radios in the Police Department.

There being no further questions or comments, it was decided by those present legislation would be prepared.

President Pro Tem Rainone said Item No. 7 is a request to authorize the mayor to apply for an ODNR Outdoor Archery in the Schools grant.

Mr. Kairis gave the explanation that the Parks & Recreation Department are asking to apply for an ODNR Grant, matching funds will be required of not more than \$833.00. This program will be started during the Summer Day Camp.

There being no further questions or comments, it was decided by those present legislation would be prepared.

President Pro Tem Rainone said Item No. 8 is a request to amend the Codified Ordinances Section 1422.01 through 1422.13 by updating the fees.

Mr. Kairis explained that this is to raise the building permit fees. There is no set percentage that the fees are going to be raised. The list is in the Council packets. The fees haven't been increased since 2004.

There being no further questions or comments, it was decided by those present legislation would be prepared.

President Pro Tem Rainone said Item No. 9 is a request to amend the Codified Ordinances Sections 222.01 and 222.02 to reflect current practices.

Mr. Kairis explained that this simply amends the ordinances to stay current with what is being done today.

There being no further questions or comments, it was decided by those present legislation would be prepared.

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President Pro Tem said Item No. 10 is the approval of the November 2019 accounting transactions.

Mr. Cecora said there were no transfers or advances and no action is needed.

President Pro Tem said Item No. 11 is a request to appropriate \$1,550 to pay a moral claim.

Ms. Dubinsky explained that the request is to pay \$1,550.00 to a person who was driving on Main Street during a wind storm and a road closed sign hit her car.

After much discussion, it was determined that the \$1,000.00 moral claim limit would stand and no additional monies would be appropriated.

President Pro Tem Rainone said the next items, 12 through 17 are for the year end meeting on December 31.

Mr. Cecora explained that there has been a slight change to the Rootstown Township and the Ravenna Township dispatching contracts. This is simply to authorize the mayor to enter into those amended contracts. The change was slight in how the number of calls is calculated.

There being no further questions or comments, it was decided by those present legislation would be prepared.

President Pro Tem Rainone said Item No. 13 is a request to authorize the mayor to enter into a contract with Medical Mutual for 2020 hospitalization coverage.

Mr. Cecora said the favorable renewal allowed the administration to reduce the employee contributions for the year 2020.

President Pro Tem Rainone said Item No. 14 is to accept the distribution of income taxes collected in 2020.

Mr. Cecora said this is a reiteration of the annual income tax distribution. There are no changes.

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

President Pro Tem Rainone said Item No. 15 is the 2020 temporary budget.

Mr. Cecora said the tax budget will be used from July and will be passed as a temporary budget into 2020 until the permanent budget is wrapped up.

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

President Pro Tem Rainone said Item No. 16 is the 2020 payroll ordinance cleanup.

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Mr. Cecora said this is a reiteration of the payroll ordinance which is done on an annual basis.

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

President Pro Tem Rainone said Item No. 17 is the 2019 year end cleanup entries.

Mr. Cecora said that they are just bringing things back into balance. Payroll was done last month. In December, they typically go through to make sure any line items are off. They'll clean them up and look for additional appropriations or record revenues.

There being no further business before the Committee of the Whole meeting adjourned at 7:40 P.M.

ATTEST:

Council Clerk

Council President