

MINUTES OF RAVENNA CITY COUNCIL MEETING
March 2, 2020

A presentation was made at 7:00 P.M. by Mayor Seman and Chief Jeff Wallis, prior to the start of the Regular City Council meeting, to award individual Police officers, Firefighters and dispatching employees for lifesaving measures taken during a recent incident. Those employees are Patrolman Brad McDougall; Police Sergeant Dustin Svab; Fire Captain, Captain, Mark Chapple; Firefighter Greg Brown; Firefighter William Sagasar, Firefighter Sean Bryant; Dispatcher Alex Wain and Dispatcher Holly Moore. Chief Wallis noted that often times the Council members do not know who the officers are and he thinks it is important to see the faces of the officers. If you ask any one of them about this particular incident, they would just say they were doing their job. The dispatching, to the initial care and the advanced care was phenomenal and they should all be congratulated. A written copy of Mayor Seman's presentation is attached hereto and made a part of this record.

Susie Forgas and Nick Reynolds from University Hospitals were present. Ms. Forgas said whenever there is a heart event, they talk about the chain or survival. This is a perfect example of community, responders and the hospital working together to give the patient the best chance of survival. Community members called dispatch. Dispatch recognized what was going on and appropriately dispatched Police who got there and started care. The Fire Department then got there. This individual was treated in the hospital and discharged alive. An award was given to the Police and Dispatchers and an award for the Fire Department.

Mr. Reynolds said the Ravenna City Fire Department achieved Mission Lifeline, which is done by the American Heart Association for the quality of care given to heart attack patients. This is awarded for work done over the course of the whole year. Survival of the heart patients has a lot to do with the first responders. This is the first awarded in Portage County.

Chief Cleveland thanked University Hospitals. They have lifted up the ability for the Fire Department to deliver good service. They did receive a Mission Lifeline award in 2014 and two other Star of Life awards. They have been nominated for another Star of Life award because of this tonight. That is from the American College of Emergency Physicians.

The Regular Meeting of Council of the Ravenna City Council was called to order at 7:10 P.M., March 2, 2020, by Council President, Andrew Kluge.

The following were present on the roll call: Cheryl Wood, Christina West, Tim Calfee, 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; City Engineer, Bob Finney; Police Chief, Jeff Wallis; Fire Chief Geoff Cleveland; Finance Director-elect, Brian Huff as well as numerous people 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.

Minutes: A motion was made by Mr. Calfee, seconded by Mr. Moskun to approve the minutes of the Regular City Council Meeting of February 3, 2020 and the Special City Council Meeting of February 18, 2020. **Voice Vote: All Ayes.**

Communications: None

Delegations: None

Reports of Officials: There being no other comments, a motion was made by Mr. Harper, seconded by Ms. Wood to accept the reports of officials. **Voice Vote: All Ayes.**

Report of Committees: President Kluge said Committee meetings will be held Monday, March 16, 2020 starting at 5:30 PM.

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Utilities: Mr. Moskun this committee had two items on the agenda. If a meeting is needed, it will be held March 16, to be announced.

Information Systems: Ms. Wood said there was nothing to report at this time. There is a strong possibility of a meeting on March 16, time to be announced.

Planning Committee: Mr. Kairis said this committee had one item on the agenda. A meeting will be held March 16.

Committee of the Whole: President Kluge said Committee of the Whole meeting will be held Monday, March 23, 2020 at 7:00 P.M.

Public Health & Safety Committee: Ms. Michael said this committee had several items on the agenda. If needed, a meeting will be held on March 16, time to be announced.

Streets & Sidewalks Committee: Mr. Harper said this committee one item on the agenda. If needed, a meeting will be held March 16.

Personnel: Mr. Calfee said this committee had nothing to report. A committee meeting will be held March 16, time to be announced.

Community & Economic Development: Ms. West said this is committee had one item on the agenda. If a meeting is needed, it will be held March 16, time to be determined.

Cemetery: Mr. Moskun said the bridge that goes over the one pond, Eric Hummel is in the process of really assessing that and to figure out what the best plan of attack is to restructure it, preserve it or replace it, which is going to be best for the long term. What's taking so long is because of the cost. He doesn't know what the cost is right now until he is finished with his assessments. That's really big because right now it's not safe. It might be safe for one person but if you get more than that, it's just not good.

Mr. Moskun went on to say that Mr. Gabriel is looking into purchasing a leaf machine; the type that you pull behind a garden tractor. This would be coming from a company Baker and the company that makes the leaf machine is Agri-Metal, Model No. 4420. The approximate cost is \$10,000.00. The good thing is, it's not written in stone yet, but there is a possible grant that could pay somewhere from 70 to 80% of that cost. That is real big. Then one of the landscape architects was at the meeting. He brought papers to pass around. The one paper shows different things that have been done at cemeteries; a few in this country. One is from the UK. Of different improvisational things that they have done. Another paper is just of the history of things and different directions to go. One of the things as far as history is that bridge itself. It's been there for, no one knows exactly how long it's been there but it's been a very, very, very long time. Those are the real big things at this point for the cemetery. The architect brought those pictures to the meeting to show things that have been done at other cemeteries to find out if they have an idea if they want to go with something like this or similar. The only reason he's passing them around is to get everybody a visual information of some possibilities.

Mr. Harper said there is a lot of planning going on right now. Basically they are waiting for the weather to break so some work can get accomplished. They are definitely looking at the back portion of the cemetery as well as doing some planning to have a barrier from the factories so they are looking at the short-term and long term. Again, the weather is going to play a major roll on when it can all take place. The bridge came in at double of what was budgeted. They are going back to the drawing board. That's why it's taking longer than it should. Now they are close to making it happen by Memorial Day.

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First Reading of Ordinances:

ORDINANCE NO. 2020-019: AN ORDINANCE RECORDING ESTIMATED REVENUES AND APPROPRIATING FUNDS FOR THE 2019 COMMUNITY HOUSING IMPACT AND PRESERVATION PROGRAM (CHIP), AND DECLARING AN EMERGENCY, was read for the first time, by title only.

Mr. Cecora said this was discussed in Committee. These are the accounting entries to book the CHIP grant; the revenues and expenditures.

There being no further comments or questions, Ms. Wood moved to waive the requirement that legislation be read at three separate meetings. Ms. West seconded the motion. **Vote: All Ayes.** Mr. 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. Wood, seconded by Ms. Michael that Ordinance No. 2020-019 be adopted. **Vote: All Ayes.** The President of Council declared Ordinance 2020-019 adopted.

ORDINANCE NO. 2020-020: AN ORDINANCE AUTHORIZING THE MAYOR TO APPLY FOR THE OHIO EMS GRANT FROM THE OHIO DEPARTMENT OF PUBLIC SAFETY, AND DECLARING AN EMERGENCY, was read for the first time, by title only.

Chief Cleveland said there are no matching funds for this grant. It is from the state of Ohio. They pool the seatbelt fine collections throughout the State and redistribute those monies. The grant is for nonexpendable supplies.

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.** Ms. West 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 Ms. Michael, seconded by Ms. Wood that Ordinance No. 2020-020 be adopted. **Vote: All Ayes.** The President of Council declared Ordinance 2020-020 adopted.

ORDINANCE NO. 2020-021: AN ORDINANCE AUTHORIZING THE MAYOR TO APPLY FOR THE FY 2017 ASSISTANCE TO FIREFIGHTERS GRANT (AFG) THROUGH THE FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA), AND DECLARING AN EMERGENCY, was read for the first time, by title only.

Ms. Michael said this grant requires 5% matching funds not to exceed \$3,000.00. The purchase anticipated with the funding is an air filtration system in the Fire Department.

Chief Cleveland said he is not going to be using a grant writer at this time.

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. Wood moved to approve this Ordinance as an emergency measure for the reason set forth in the Ordinance. The motion was seconded by Ms. West. **Vote: All Ayes.** A motion was made by Mr. Kairis, seconded by Ms. Wood that Ordinance No. 2020-021 be adopted. **Vote: All Ayes.** The President of Council declared Ordinance 2020-021 adopted.

ORDINANCE NO. 2020-022: AN ORDINANCE TO LEVY A MUNICIPAL MOTOR VEHICLE LICENSE FEE PURSUANT TO SECTION 4504.173 OF THE OHIO REVISED CODE AS AUTHORIZED BY HOUSE BILL 62 AND TO AMEND ORDINANCE NO. 1997-114 OF THE CITY OF RAVENNA, OHIO, was read for the first time, by title only.

Mr. Harper explained this is the addition of a \$5.00 fee which could generate approximately \$40,000.00 per year for the Street Department. A public hearing will be held as well as three readings on this.

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First Reading of Ordinances (continued):

Ms. Michael said this is the City's only opportunity to do this. If the City doesn't choose to add this fee, then they lose the opportunity of ever doing it in the future. It would then give the County an opportunity to institute the fee. This is something she thinks needs to be clarified. If the City charges this fee, then the County will not be able to take advantage of it. If the City doesn't charge the fee, they lose any opportunity to do that again and that money will not stay in the City. She feels if the residents have to pay that \$5.00 fee per vehicle, she would rather it stay within the City and not in the County.

Mr. Calfee asked what the law was that allowed the City to put in this fee; was it something that was just passed recently?

Mr. Cecora responded that it was passed about a year ago. They are only giving a certain period of time and the deadline on this is July 1, 2020.

Ms. Michael said they discussed this last year. Then they found out that this is the last time a municipality could do that. If they choose not to do it, it gets passed on to the County. The deadline on this is July 1. It's kind of confusing but the purpose as to why they are doing it is so that the money stays in the City and not throughout the County.

Mr. Calfee asked if the City didn't do this, what entity would be able to charge the additional \$5.00.

Ms. Michael said the County would be able to do it.

Mr. Calfee asked if that's who they heard from, the County Engineer, that they did not plan to increase the fee?

Ms. Michael said they can say whatever they want to in the newspaper, but that doesn't mean that's what is going to happen. If we say no, it may not be next year that they'll do it, it could be later the following year. That money would be spread throughout the County.

Mr. Calfee asked the time limit to pass this legislation is what?

Ms. Michael said July 1.

ORDINANCE NO. 2020-023: AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH C. T. CONSULTANTS, INC., FOR PROFESSIONAL ENGINEERING SERVICES FOR THE RAVENNA INDUSTRIAL PRETREATMENT PROGRAM FOR THE PERIOD FROM JANUARY 1, 2020 THROUGH DECEMBER 31, 2022, AND DECLARING AN EMERGENCY, was read for the first time, by title only.

Mr. Moskun said C. T. Consultants has been used for many years and they have been very reputable. It's his understanding the fees they would be paid through the contractor itself. They will come out as requested for any type of services that would actually be needed, referring to waterworks of any type.

Mr. Finney said industrial pretreatment is regarding the processing of the wastewater through whatever the industry is discharging from their facility. The EPA has an industrial pretreatment program with guidelines and specific discharges and specific monitoring based on those different types of discharges. C. T. Consultants has been monitoring our program for many years, providing us with consulting services and Bill Bregant would like to continue using them.

Mr. Calfee said the contract indicates the eight main industrial sites that have to be tested pay for that service. What would those eight sites be?

Mr. Finney said he doesn't know them all off the top of his head. Off the top of his head, he can think of a few, those being Duracoat, Performance Elastomers, Great Lakes Etching, Spring Seal, Parker Hannifin.

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First Reading of Ordinances (continued):

Mr. Calfee asked if the fees are in proportion that they're one of eight or is it a proportion of the discharge that they have.

Mr. Finney said the industry pays its own individual rate which is based on a City Ordinance and the EPA regulations.

There being no further comments or questions, Mr. Kairis moved to waive the requirement that legislation be read at three separate meetings. Ms. West seconded the motion. **Vote: All Ayes.** Ms. Wood 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 Ms. Michael, seconded by Mr. Harper that Ordinance No. 2020-023 be adopted. **Vote: All Ayes.** The President of Council declared Ordinance 2020-023 adopted.

ORDINANCE NO. 2020-024: AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH M. S. CONSULTANTS, INC., FOR PROFESSIONAL ENGINEERING SERVICES TO PERFORM A RISK AND RESILIENCY ASSESSMENT AND ESTABLISH AN EMERGENCY RESPONSE PLAN, AT THE WATER TREATMENT PLANT, AND DECLARING AN EMERGENCY, was read for the first time, by title only.

Mr. Moskun said this is assessment is required by the EPA. Mr. Stephens was at the committee meeting and explained it in detail. He wants to have this finished by some time no later than July. The reason he wants to do that is because he wants to have it done far ahead of the EPA's requirements which would be next year. That way they will be well ahead time and not only that, he will have a good record of complying with their requests. As it explains, it has a lot to do with any type of emergencies and must have this response written up, typed up, sent to them in plenty of time so they can analyze it and it will be according to their request for a water treatment plant.

There being no further comments or questions, Ms. Michael moved to waive the requirement that legislation be read at three separate meetings. Ms. Wood 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. Wood. **Vote: All Ayes.** A motion was made by Ms. Michael, seconded by Ms. West that Ordinance No. 2020-024 be adopted. **Vote: All Ayes.** The President of Council declared Ordinance 2020-024 adopted.

ORDINANCE NO. 2020-025: AN ORDINANCE EXTENDING THE TWO WEEK INTERIM TRAINING PROVISION AS DEFINED IN ORDINANCE NO. 2019-140, SECTION XVII (e) TO ACCOMMODATE THE HIRING AND TRAINING OF THE CLERK OF COUNCIL, AND DECLARING AN EMERGENCY, was read for the first time, by title only.

President Kluge said this was discussed in Committee of the Whole where they discussed extending the training period from two weeks to roughly three weeks, from the date starting tomorrow, March 3 through March 31 for the new Clerk of Council.

There being no further comments or questions, Mr. Harper moved to waive the requirement that legislation be read at three separate meetings. Ms. Wood seconded the motion. **Vote: All Ayes.** Ms. Wood moved to approve this Ordinance as an emergency measure for the reason set forth in the Ordinance. The motion was seconded by Ms. West. **Vote: All Ayes.** A motion was made by Mr. Calfee, seconded by Mr. Kairis that Ordinance No. 2020-025 be adopted. **Vote: All Ayes.** The President of Council declared Ordinance 2020-025 adopted.

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Second Reading of Ordinances:

ORDINANCE NO. 2020-012: AN ORDINANCE AMENDING THE CODIFIED ORDINANCES OF THE CITY OF RAVENNA, PART 12 – PLANNING AND ZONING CODE – TITLE SIX – ZONING; CHAPTER 1278 – SUPPLEMENTARY REGULATIONS; SECTION 1278.23 – DONATION BOXES, BY ALLOWING THE DISPOSAL OF BOXES AFTER SIXTY (60) DAYS AFTER IMPOUNDMENT.

Mr. Harper explained this is simply to change the timeframe to hold the donation boxes in the impoundment lot from 12 months to 60 days. This requires a public hearing, which will be held March 23 at 6:45 P.M.

Third Reading of Ordinances:

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 third time, by title only.

Mr. Kairis said they've talked about the fees several times. This is the third reading. It has been posted on the City's website for quite some time now.

There being no further comments or questions, Mr. Kairis 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 Ms. Wood, seconded by Mr. Harper that Ordinance No. 2020-006 be adopted. **Vote: All Ayes.** The President of Council declared Ordinance 2020-006 adopted.

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 third time, by title only.

Mr. Kairis said this is on the third reading. If the wording is not correct, they can hold off and send it back to committee. The changes are that presently the way they have been doing things isn't in sync with what the code says. Normally ordinances go to the clerk. The current wording has it going to the law director. That's the first change. The second change is that it is written in such a way that the "packet" was being hand delivered by the Police Department at one time. They are simplifying it to state all the information for the meeting be provided to each member of Council at least 24 hours prior to the meeting. The third change is in 222.02 where it says all of the ordinances, by laws or resolutions need to be read in full. They typically just read them by title. This is being changed to read that unless requested by a Council person, only the title will be read.

There being no further comments or questions, 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. Moskun. **Vote: All Ayes.** A motion was made by Ms. Michael, seconded by Mr. Moskun that Ordinance No. 2020-007 be adopted. **Vote: All Ayes.** The President of Council declared Ordinance 2020-007 adopted.

Old Business: None

New Business: None

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Mayor's Remarks: Mayor Seman said Nancy Schaefer who owns the Copper Kettle celebrated 25 years in business today. The Chamber had a small recognition. He and Kay Dubinsky went to it. Dennis West, the Economic Development Director, has been busy working getting people together to streamline some things. A meeting is scheduled for tomorrow to get everybody on the same page with the Main Street, Chamber, City, group working on the bikes. This basically comes down to the signage but there are other things happening that they need to all be on the same page. It's not that anybody is doing anything they shouldn't, it's a matter of making sure that everybody knows what everybody else is doing and that they're working together. There was a proposal from Mr. Dix who raised some money for the planning of a type of campus that he's been in favor of for quite some time, in a partnership with Portage County and City of Ravenna. This is very long range. They did get enough money donated to work out a landscape plan from Harris Street to Highland Avenue. They'll be bringing it to Council once they get started but he wanted to let Council know this is in the works.

Mr. Kairis said Mr. Dix presented the proposal to the Main Street board. The money that was acquired for a consultant to actually plan out the landscaping. The actual money for the landscaping would have to follow. He doesn't know if they are trying to round up money for that yet or not.

Mayor Seman said that this is planning only.

Mr. Kairis concurred noting they are trying to make it go through Main Street which is fine. Main Street has conceptually approved it but the time they voted, the money wasn't fully allocated.

Mayor Seman said the County and the City have been asked to participate financially with the City's share being \$3,750.00. That's just to put it on their radar.

Mayor Seman went on to say that they are at the end of negotiations with all of the unions. There is nothing negotiable. As it is being written, there is an agreement with everybody on it. They are working on the final wording. It will be coming in the near future.

Mayor Seman said he received the ComDoc proposal today. There was no time in his schedule today to review it. They will try to look at it tomorrow. Mr. Kluge and Ms. Michael has a copy of it.

President Kluge noted everyone will get a copy prior to the meeting.

Mayor Seman said they really need to get moving on this, they are already under the gun with AT&T.

Ms. Michael said she thought they were going to move forward with the AT&T part.

Mr. Cecora said they moved forward with the Spectrum part of it. The cable drop was installed. The telephone is what got blown up.

At 7:56 P.M., a motion was made by Ms. Michael, seconded by Ms. West to go into Executive Session to discuss pending litigation. **Vote: All Ayes.**

A motion to adjourn Executive Session was made by Ms. Michael at 8:22 P.M. to adjourn the Executive Session. The motion was seconded by Ms. West. **Vote: All Ayes.**

There being no further business, the meeting adjourned at 8:22 P.M. The next Regular Council Meeting is scheduled for Monday, April 6, 2020 at 7:00 P.M.

ATTEST:

Clerk of Council

Council President