

**Ravenna City Council Planning Committee  
Meeting Minutes  
March 16th, 2020**

The Planning Committee Meeting was called to order at 6:30 P.M. by Chairperson, Rob Kairis

Council present were: Amy Michael, Rob Kairis, Paul Moskun, Tim Calfee and Matt Harper

Also attending the meeting were: Mayor Frank Seman; Finance Director, Kimble Cecora; Service Director, Kay Dubinsky; City Engineer, Bob Finney; Fire Chief, Geoffrey Cleveland; Finance Director-elect, Brian Huff; Clerk of Council, Kathy Hann; Maple Grove Superintendent Mark Gabriel; Tessa Gabriel, Record Courier, Diane Smith; Larry Silenius of 123 North Walnut Street, Ravenna, Ohio

Mr. Kairis called the meeting to order and said the first item on the agenda is the Community Action Council Agreement which is for the summer food program. It is a yearly program that the City does that does not cost the City money.

The next item on the agenda was 450 Lake Ave. Mr. Finney stated the tracking sheet read to appropriate \$20,000 to clean up 450 Lake Ave. and upon approval from the court system to demolish the home at 470 Lake Ave. He is expecting bids to come back mid Wednesday to remove the surface debris from 450 Lake Ave. Ms. Michael asked if the gentleman who owned it had passed away and Mr. Finney said no, that was the house next to it at 470 Lake Ave. He stated there were a couple different phases to the project which includes removing the fencing and the possessions that the City now possesses on the property. Phase 2 is to, upon approval from the court system, demolish the house at 470 Lake Ave., and then grade the area to blend in with the surrounding terrain. Mr. Finney should know Wednesday where they are at in removing the fencing and the possessions. The initial phase is hoping to be around \$5,000, with phase two of the project it could cost anywhere between \$5,000-\$10,000. Even through it is a small house there are environmental concerns, such as asbestos and tree removal to be able to grade the dirt. Mr. Finney stated that he did not hope to spend the full \$20,000. He did submit a request to 5 contractors and met 4 of them on site Thursday and Friday so that they could see what they would be working with. The fifth contractor said that he would stop on his own and look at the site.

There were stories that the house contained an underground bunker, but Mr. Finney found that to be untrue.

The next item was Public Records Training for the new Council Clerk. There is no cost and the training can be done online. Legislation needs to be passed in order to appoint the Council Clerk to go to public records training to represent Council.

The last item is re-inspection fees for rental properties Ord. 2019-056. Mr. Finney stated there was an ordinance passed last May that stated the City would charge \$25 per unit per re-inspection. The intent was to get the landlords onboard, and go through the units with a checklist. Most of the landlords use the checklist to make sure the units are decent before the City inspects them, but they are finding some that still don't. Some landlords that are not are the ones that have multiple units, which could be up to 10 units costing landlords \$250 compared to \$200, when the

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initial inspection fee was \$20 per unit. Now the re-inspection is more and landlords are upset. When Mr. Finney looked over the inspectors notes of the things that were flagged, he said that they were all legitimate items. So as a discussion item Mr. Finney wanted to ask City Council if they want to continue to push the \$25 inspection fee or would they like to modify it to an hourly rate instead. He said that there was more to the inspection process than just walking in and doing a 15 minute inspection, and that there is administration, scheduling and paperwork involved in the process. Mr. Finney wanted to point out that if it became an hourly rate it could be between \$50- \$75 per hour. He wanted to make sure that Council was on board with the fee amount if anyone were to complain, and that a set fee would keep things more simple. Council was in agreement to keep the \$25 fee in place. Mr. Calfee pointed out that anything that would have triggered a second inspection would have been clear on the original requirements.

The Mayor wanted to remind Council to file their ethics report and the deadline is getting close. The state usually sends out a reminder, so the Clerk will send a reminder to everyone.

There being no further business for discussion, the meeting adjourned at 6:40 P.M.

**ATTEST:**

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**Clerk of Council**

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**Rob Kairis, Chairperson  
Planning Committee**