



REGULAR RAVENNA CITY COUNCIL MEETING MINUTES
Monday, April 6th, 2020 at 7:00 P.M.

The Regular Council Meeting was live streamed via YouTube:

<https://www.youtube.com/watch?v=k6Bhd44b2e0&feature=youtu.be>

The Regular Council Meeting was called to order at 7:00 P.M. April 6th, 2020 by Council President, Andrew Kluge.

Moment of Meditation & Silence

President Kluge called a moment of meditation and silence. Ms. Michael requested to add a moment of meditation and silence for former Council Member Jack Ferguson who passed away.

Pledge to Flag

President Kluge then led those in attendance in the Pledge of Allegiance.

Roll Call

Roll call was taken with the following Council Members present: Ms. Michael, Mr. Moskun, Mr. Harper, Ms. Wood and Mr. Calfee.

Also in attendance was Mayor Frank Seman

- Council Members in attendance via the conference line: Mr. Kairis and Ms. West
- Administration members in attendance via the conference line: Director of Public Service, Kay Dubinsky

Approval of the Minutes:

- Motion to approve the March 2nd Regular City Council meeting minutes and the March 9th Special City Council meeting minutes by Ms. Michael, 2nd by Mr. Moskun- **All Ayes**

Communications- There was one communication that came in from former Council Clerk Kathy Hann. She sent a card and it was scanned and emailed to Council Members. Mr. Kluge thanked Ms. Hann for everything she had done for Ravenna City Council.

Delegations from the Public- None

Report of Officials- Have not been received yet

Report of Committees: Committee meetings start @ 5:30 PM 4/13/2020

Utilities: Mr. Moskun stated that there is nothing for next week.

Information Systems (IS): Ms. Wood stated that she had nothing at this time.

Planning: Mr. Kairis stated that there are two items on the agenda and there is no meeting for next week.

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Committee of the Whole: Mr. Kluge stated the next Committee of the Whole meeting is April 20, 2020 at 7pm. He said to standby as to how the meeting will be held and if it would be held virtually or in person.

Public Health & Safety: Ms. Michael stated there is one thing on the agenda and Chief Wallis will have something for next week.

Streets & Sidewalks: Mr. Harper stated there are four items on the agenda and one will be put back to committee. He stated that he will need a meeting for at least one item next week.

Personnel: Mr. Calfee stated there is nothing on the agenda and no plans for a meeting next week.

Community & Economic Development: Ms. West stated that there is nothing at this time.

Cemetery: Mr. Harper stated that the Cemetery canceled the last meeting. They have gone to online banking which has helped with signing checks and having to get together. There have been no further discussions with the Schafer funds.

Mr. Moskun stated that there have been no new developments with repairing the bridge that is in poor shape. An adequate design and cost for the repairs is still being researched.

Mr. Moskun said that last month cemetery superintendent, Mr. Gabriel put in a submission for a leaf machine but he has not received an update yet.

First Reading of Ordinances:

ORDINANCE NO. 2020-035 AN ORDINANCE APPROPRIATING THE SUM OF \$7,016.62 FROM THE GENERAL FUND TO COMPLETE THE SECURING OF THE BUILDING LOCATED AT 645 SOUTH CHESTNUT STREET, RAVENNA, OHIO, AND DECLARING AN EMERGENCY.

Ms. Michael said that Mr. Finney had received an additional invoice from the contractor after services were rendered to complete the securing of 645 South Chestnut. The project required additional funds and the topic was discussed at the Committee meeting.

There being no further comments or questions.

- Motion to waive three separate readings by Ms. Michael, 2nd by Mr. Harper- **All Ayes**
- Motion to adopt emergency clause by Mr. Calfee, 2nd by Mr. Moskun- **All Ayes**
- Motion to pass Resolution No. 2020-035 by Ms. Michael, 2nd Mr. Harper- **All Ayes**

Ordinance 2020-035 was adopted.

ORDINANCE NO. 2020-036 AN ORDINANCE AUTHORIZING THE MAYOR TO ADVERTISE FOR BIDS, ACCORDING TO LAW, FOR THE LAWRENCE STREET WATER LINE PROJECT, ACCORDING TO SPECIFICATIONS NOW ON FILE IN THE MAYORS OFFICE AND DECLARING AN EMERGENCY.

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Mr. Moskun stated that bids need to be accepted as soon as possible to replace the water line on Lawrence St. so that the project can start late spring or early summer.

There being no further comments or questions.

- Motion to waive three separate readings by Ms. Wood, 2nd by Mr. Moskun- **All Ayes**
- Motion to adopt emergency clause by Ms. Michael, 2nd by Ms. Wood- **All Ayes**
- Motion to pass Resolution No. 2020-036 by Mr. Harper, 2nd Ms. Wood- **All Ayes**

Ordinance 2020-036 was adopted.

ORDINANCE NO. 2020-037 AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A RENEWAL AGREEMENT WITH ENERGY HARBOR (FORMERLY FIRST ENERGY SOLUTIONS) TO SUPPLY ELECTRICITY TO RAVENNA CITY RESIDENTS FOR THE PERIOD FROM MARCH 2021 THRU MARCH 2024, AND DECLARING AN EMERGENCY.

Ms. Dubinsky said that she had nothing more to add and that it should be self-explanatory. She added that everyone should have a copy of the information that Tom Bellish from Buckeye Energy Brokers provided. She stated that even though the contract is a year out it is not something that can be done within a couple months. There needs to be time to send letters to residents and put out advertisements. Ms. Dubinsky said that the timeline is in the Council packets.

Mr. Harper asked if the price is locked in at 4.89 cents per kWh and she said yes and that it is always a fixed price.

Mr. Calfee asked what the total number of participants in the program is. He stated that he saw on the contract that the company would pay \$5 per account to the city annually. Ms. Dubinsky was unsure of the total amount but said that very few residents opt-out of the program.

Mr. Moskun asked if the contract is usually done a year out, and Ms. Dubinsky said yes it is.

Mr. Harper asked Ms. Dubinsky if the price went up or down. She said it is 6% across the board which is the going rate.

Mr. Calfee said that he looked at his bill before the meeting and said that it said 5.12 cents per kWh which would mean the rate will go down.

Ms. Dubinsky stated that if anyone has further questions they could email her and she will forward it to Tom Bellish from Buckeye Energy Brokers, Inc.

There being no further comments or questions.

- Motion to waive three separate readings by Ms. Michael, 2nd by Mr. Harper- **All Ayes**
- Motion to adopt emergency clause by Ms. Wood, 2nd by Mr. Calfee- **All Ayes**
- Motion to pass Resolution No. 2020-037 by Ms. Michael, 2nd Ms. Wood- **All Ayes**

Ordinance 2020-037 was adopted.

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ORDINANCE NO. 2020-038 AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT WITH BARBICAS CONSTRUCTION FOR THE 2020 ASPHALT PAVING PROJECT, AND DECLARING AN EMERGENCY.

Mr. Harper said it was straight forward and it has been gone over several times.

There being no further comments or questions.

- Motion to waive three separate readings by Mr. Calfee, 2nd by Mr. Moskun- **All Ayes**
- Motion to adopt emergency clause by Ms. Michael, 2nd by Ms. Wood- **All Ayes**
- Motion to pass Resolution No. 2020-038 by Mr. Harper, 2nd Ms. Wood- **All Ayes**

Ordinance 2020-038 was adopted.

ORDINANCE NO. 2020-039 AN ORDINANCE APPROPRIATING THE SUM OF \$6,980.00 FROM THE ROADWAY FUND (224) FOR THE PURCHASE AND INSTALLATION OF A STREET LIGHT TO ENHANCE THE LIGHTING ON NORTH CHESTNUT STREET AND THE HIGH SCHOOL ENTRANCE, AND DECLARING AN EMERGENCY.

Mr. Harper said it is a safety issue with some of the youth walking to and from school.

There being no further comments or questions.

- Motion to waive three separate readings by Ms. Wood, 2nd by Mr. Calfee- **All Ayes**
- Motion to adopt emergency clause by Ms. Michael, 2nd by Ms. Wood- **All Ayes**
- Motion to pass Ordinance No. 2020-039 by Mr. Harper, 2nd Ms. Wood- **All Ayes**

Ordinance 2020-039 was adopted.

RESOLUTION NO. 2020-040 A RESOLUTION AUTHORIZING THE COUNCIL CLERK TO REPRESENT COUNCIL FOR PUBLIC RECORDS TRAINING

The Council Clerk attending public records training would be on behalf of Council and to give additional training to the new Clerk.

There being no further comments or questions.

- Motion to pass Resolution No. 2020-040 by Mr. Harper, 2nd Ms. Michael- **All Ayes**

Resolution 2020-040 was adopted.

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ORDINANCE NO. 2020-041 AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A SPONSOR/SITE AGREEMENT WITH COMMUNITY ACTION COUNCIL TO PROVIDE MEALS AT THE PARKS AND RECREATION SUMMER DAY CAMP.

Mr. Kairis stated that it is a yearly service that provides meals for youths up to 18 years old, or 19 years and older if they have mental or physical disabilities. Ms. Michael added that meals are not limited to members of the summer camp and that any child or family can receive food.

There being no further comments or questions.

- Motion to waive three separate readings by Ms. Wood, 2nd by Mr. Moskun- **All Ayes**
- Motion to pass Resolution No. 2020-041 by Ms. Michael, 2nd Ms. Wood- **All Ayes**

Ordinance 2020-041 was adopted.

ORDINANCE NO. 2020-042 AN ORDINANCE APPROPRIATING THE SUM OF \$20,000.00 FROM THE GENERAL FUND TO CLEAN UP THE PROPERTY LOCATED AT 450 LAKE AVENUE, AND DEMOLISH THE BUILDING AT 470 LAKE AVE. RAVENNA, OHIO, AND DECLARING AN EMERGENCY.

Mr. Kairis stated that the city has purchased the properties at 450 and 470 Lake Ave. The appropriated money would be to clean up the property at 450 Lake Ave. and to demolish the building at 470 Lake Ave.

There being no further comments or questions.

- Motion to waive three separate readings by Mr. Harper, 2nd by Mr. Calfee- **All Ayes**
- Motion to adopt emergency clause by Ms. Michael, 2nd by Ms. Wood- **All Ayes**
- Motion to pass Resolution No. 2020-042 by Ms. Michael, 2nd Mr. Harper- **All Ayes**

Ordinance 2020-042 was adopted.

Mr. Calfee asked to know a shortened version of the history of the property and why the city bought it. Ms. Michael explained that the property had turned into a junkyard and it became a health concern with violations.

Second Reading of Ordinances:

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.

Mr. Harper explained that the ordinance is a \$5 fee that would generate about \$40,000 for the city. The fee will not be collected until the beginning of next year. The ordinance will be moved to third reading with the anticipation of being able to hold a public hearing before the regular Council meeting in June for final approval before July 1st since it is time restricted.

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There being no further comments or questions.

Ordinance 2020-022 was forwarded to third reading

Third 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 that the ordinance is to allow the city to dispose of collection boxes that were placed around the city illegally after 60 days instead of 12 months. He stated that since it is on third reading and a public hearing has not been able to be held it will be put back to committee.

The Clerk was asked to and read the ordinance by title only.

- Motion to send Ordinance 2020-012 back to committee by Mr. Calfee, 2nd by Ms. Michael-
All Ayes

Ordinance 2020-012 was sent back to Committee

Old Business- None

New Business- None

Mayor's Remarks

The city is looking for a place in the area to house a squad, which would be an ambulance with 2 paramedics to create social distancing. The firehouse is tight once you get 5 or 6 people together the Mayor stated. The city has been looking at various places that have amenities for a pilot spot for firefighters and paramedics. They have also been considering locations, including a hotel in Streetsboro, if any first responders should become compromised while working and they do not want to go back to their house. Family and Community Services have signed on to pick up and deliver them and to bring them meals during their quarantine.

The Mayor stated that the city is moving forward with the enterprise zone proposal for the Menards project, which will be a distribution and manufacturing facility. The project would still need to be approved by the school district and Menards is negotiating a 100% tax abatement. The Mayor said that they will be using the rail to bring supplies into the facility. Mr. Kluge asked if the hike-n-bike trail would be affected and the Mayor did not seem to think that it would. He said that they would have to replace some of the railroad ties, adding that everything is preliminary.

The Mayor is getting involved with some contracts through the emergency powers of the office given the current situation. He is going ahead with some of them because they are time sensitive but they will all be brought to Council. The fuel contracts need to be renewed with the Ravenna Schools System and the Portage Parks District.

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The Mayor said that small business loan funds are limited and that it is important that small businesses fill out the necessary applications to move forward with the process. As a backup there is a plan for RLF funds that can provide small loans to help keep some small businesses open for the next few months. Economic Development Director Dennis West is working with Neighborhood Development Services and Brad Ehrhart from Portage Development Board to come up with a package to help small businesses in the area.

Before Finance Director Kimble Cecora left, he did establish a line item for \$25,000 to be used for Coronavirus related expenses. Money has been used out of the funds already and the Mayor is hoping that the city will be able to file and get reimbursed by FEMA for the expenses. Expenses include thermometers to check employee temperatures and possible hotel stays to keep first responders quarantined.

The Mayor reminded Council that the small businesses will need support once they are open again and added that it is a set back because the downtown area had shown so much progress. He stated that businesses on the east end are most likely doing well due to drive-thru services and places such as Giant Eagle.

The Mayor stated a reminder to fill out Census forms which can be done via mail, online or by phone. Mr. Kluge added that the Census took less than 5 minutes online. The Mayor is on a committee to help promote the Census. There is also information on the Census about Fair Housing, and if anyone has questions they can call Todd Peetz at Regional Planning.

The Mayor is gathering information from three different companies to spray sanitize the Fire Dept., Police Dept., and possibly City Hall. The company would be utilized for any hotel stays that first responders would need, with the rooms being sanitized before and after their stay. The hotel would not be held responsible. The cost would be between \$700-\$1,900 depending on the company and the products that are used. Once the spray is used the sanitizer sits and does not get wiped down. City vehicles would also be sanitized.

The Mayor referenced the Summer Food Program ordinance and stated that it is the time of year to hire people to help with the camp but he does not know how things will work out. He said that the food competition between Kent and Ravenna has been dropped due to current circumstances. The two cities will instead do a joint venture to raise donations, with monetary donations being ideal, versus food donations, to avoid close contact.

The Mayor is monitoring income tax receipts very closely to see how far the economy will drop off in terms of the budget. As of April 1st the receipts were better than last year, but he said that it will not be the case at the end of the month. If any action needs to be taken the Mayor said he will bring it to Council to get their opinion so that the city does not have a financial issue like it did 4 years ago.

Mr. Moskun asked the Mayor if there was any projected plan if the city's finances get to a low point. The Mayor said that the city would have to talk to the Unions if they cannot meet the agreement plan and will possibility have to develop a layoff plan if the current circumstances go into the summer.

Mr. Kluge said that there are a lot of people to thank with non-profits and all the volunteers. He thanked Chief Wallis, the Police and Fire Departments, and the public and Council for adapting to the new technology and virtual meetings.

Mr. Kairis added that the website has information relevant to important updates for the public, but that it also needs to be updated to change the RAC and Council meeting information.

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Mr. Moskun stated that the water bill he received said that payments can be made in person, and the Mayor stated that things change daily but the city will try to do a better job to keep information current on the website.

Mr. Kluge said he will keep everyone updated as to how the next meeting will be held.

Ms. Wood stated that Mr. Kluge, Ms. Michael and herself share city information on their social media accounts and to feel free to friend request anyone of them. She said thank you to the Police and Fire that are doing a fantastic job. She added that there was a wonderful online presentation that was done by the school resource officer as a tribute for the 2020 seniors who have missed out on the end of their senior year in high school.

There being no further business, the meeting adjourned at 8:05 P.M. The next Regular Council Meeting is scheduled for Monday, May 4th, 2020 at 7:00 P.M.

ATTEST:

Clerk of Council

Council President