

**RAVENNA CITY COUNCIL
COMMITTEE OF THE WHOLE MEETING MINUTES
March 23rd, 2020**

The Committee of the Whole Meeting was called to order at 7:25 P.M. March 23rd, 2020 by Council President, Andrew Kluge.

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

Also in attendance were Mayor Frank Seman; Finance Director, Kim Cecora; City Engineer, Bob Finney; Clerk of Council, Kathy Hann

- Council members Mr. Kairis and Ms. West were in attendance via mobile phone, but would not be able to participate in voting.

The first item on the agenda was to approve the Committee of the Whole meeting minutes from February 18th, 2020.

- Motion to approve the February 18th Committee of the Whole minutes by Ms. Wood, 2nd by Mr. Moskun- **All Ayes**

The second item on the agenda is to appropriate \$7,016.62 to secure the buildings at 645 Chestnut St.

The contractor on the project submitted an additional cost after the city finished securing the building in the amount of \$7,016.62. Included in Council packets was the additional material and labor that the contractor utilized. Ms. Michael stated that this was talked about at Committee and that this is just appropriating the additional funding that is needed to finish the project. She said that she had no other questions in addition to what was discussed at committee. Mr. Harper stated to confirm that work was completed and that it just went a little over budget. Mr. Finney confirmed.

- All Council present responded in favor to move the item forward for legislation.

The third item on the agenda is to authorize the Mayor to advertise for bids for the Lawrence St. water line project.

Mr. Finney stated that this is the city's annual OPWC project which Ohio Public Works Commission will provide a little over 50% of the cost of the project.

- All Council present responded in favor to move the item forward for legislation.

The fourth item on the agenda is to authorize the Mayor to enter into a third renewal agreement with Energy Harbor.

The Mayor stated that it did not cost anything and it is a house keeping item that the city does every year.

Mr. Kluge said that it is the first step on working on an aggregation program.

- All Council present responded in favor to move the item forward for legislation.

The fifth item on the agenda is to allow the Mayor to enter into a contract with best low bidder on the 2020 Paving Program.

Mr. Harper said that the bid came in at \$836,651.50 from Barbicas Construction Company which was the lowest best bid.

- All Council present responded in favor to move the item forward for legislation.

Committee of the Whole Meeting Minutes
March 23rd, 2020
Page Two (2).

The sixth item on the agenda is to appropriate \$6,980 to purchase and install a street light to enhance the lighting at the high school entrance.

Mr. Harper stated that it was a safety issue with kids crossing the entrance to the high school. The area needs more light to be safe.

Mr. Moskun asked when the approximate time that the light would be installed. Mr. Finney said, upon Council approval and the appropriation of money, it should be installed for next school year between August and September.

- All Council present responded in favor to move the item forward for legislation.

The seventh item on the agenda is to allow the Council Clerk to represent Council for Public Records Training.

Mr. Kairis stated that this was for the Council Clerk to attend public records training on behalf of Council at no cost to the city.

- All Council present responded in favor to move the item forward for legislation.

The eighth item on the agenda is to appropriate \$20,000 to clean up 450 Lake Ave. and demolish the home at 470 Lake Ave.

Mr. Finney received 5 bids from contractors for phase 1 of the project to clean the surface and remove the fence at 470 Lake Ave. Council has received prices from the bids. Butcher and Son had a bid of \$4,320. Gibbs construction had a bid of \$4,360. Woodford Excavating had a bid of \$7,000. NBD International had a bid that was to not exceed \$3,500. Mr. Finney said that he had worked with the first 3 bidders demolishing homes over the last 10 years and they would do a fine job. The Board of Control has not met yet but they will meet before Council to decide the best low bidder.

Phase 2 of the project, upon approval from the court system, is to demolish 470 Lake Ave. The city cannot demolish the house without approval.

Ms. Michael thanked Mr. Finney saying that it has been a very long process and that it is a great initiative to get this cleaned up in the neighborhood.

- All Council present responded in favor to move the item forward for legislation.

The ninth item on the agenda is approval for the Mayor to enter into an agreement between Community Action Council, and Parks and Rec for the Summer Food Service Program.

Ms. Michael said that it is a housekeeping issue that the city has done for years which is at no cost to the city.

- All Council present responded in favor to move the item forward for legislation.

The tenth item on the agenda is approval of February 2020 accounting transactions (Advances and Transfers)

- There was no comment by Council and no action required.

Ms. Michael wanted to share that Ryan from the Chamber of Commerce and Julie from Main Street Ravenna have been posting items on their websites for small businesses. Restaurants are offering carry-out, but are concerned, and so she wanted to share that they are still selling gift certificates. Ms. Michael stated that Ravenna has worked very hard to get some of the small businesses into downtown so it would be great if people could try to purchase something or share social media posts because that is the only tool they have at the moment. Small businesses who are concerned are encouraged to check in with Brad Ehrhart with the Portage Development Board, Neighborhood Development Services and the Ravenna Chamber of Commerce to see what resources are available. Ms. Michael stated that unfortunately everything happened so quickly and was so unforeseen, but they are trying to help as much as possible. Small business are encouraged to keep checking websites and contacting either Ms. Michael or the Mayor so that they may direct them.

Committee of the Whole Meeting Minutes
March 23rd, 2020
Page Three (3).

The Mayor said he would like to thank all the workers and the department heads within the city as the city has been working its way through the problem. As the city continues to move forward with the agenda items the Mayor commented that there are groups from the Pacific Ocean to the Atlantic Ocean that are dealing with the same issues. He stated that he had never seen anything in his lifetime that was so dominating in changing people's habits and things that have to be done to succeed. The city has been working hard for two weeks to meet the demands and is also suffering from lack of equipment such as masks, suits, and toilet paper and paper towels, adding that each time the paramedics take someone out, the ambulance needs to be disinfected from the front to the back. There are even problems getting disinfectant so the Mayor has Tim Contant working on it daily to be sure the city has the materials for the paramedics to use and to keep them safe.

The Mayor has worked through all the departments. There are people who are splitting shifts, with some people working from home, but many of the cities people are essential to keep things going. There is a plan for each place in the city and he feel that they are in good shape at this point in time. The economic development director Dennis West has been asked to oversee and supplement what Ms. Michael had talked about. Dennis has been working with Brad Ehrhart and Neighborhood Development Services. NDS has asked if the city can grant temporary relief on the RLF funds so that payments do not have to be made. The Mayor received a notice from the State on the CHIP Grants that people have gotten and those are 60 days out at this point in time.

The Mayor stated that "we do not know when this is going to end and if we believe what we're being told then we have not seen the worst of this yet so it is important that we follow the rules and do what is necessary to save lives".

He has been proud of the work that has been done in the city. The city is working on better communication and is trying to work on the opening web page where most of the information is, which it will try to keep up to date. There is a red line across the top of the website page which is where information will be posted. The Mayor said that he wants to keep the public informed and that he is asking a couple of the groups that do social media, such as the RAC, to also do postings on their sites. He thinks people have kept a good attitude and the people he has been around have not taken it lightly. The Mayor stated that he admired the determination of the workers at the water and wastewater plants who are determined to provide safe water to the community, and that the disposal will be properly handled at the wastewater plant.

The Mayor stated that the city's safety forces have put together very good plans. The most difficult thing that they are trying to get resolved is if there are firemen or paramedics exposed then there is a backup with sharing and doing mutual aid with volunteer individuals. The police have put together a total plan, and there is still some work to do with the service dept. but that is falling into place. To keep employees safe there may be light shifts or some people off. There is 80 hours of sick leave that has been mandated by the federal government that will be available April 2nd.

The Mayor stated that the city is anxious to do a good job for the community and they want to protect lives. There have also been Council members who have been participating so if residents see them they are encourage talking to them about things.

The Mayor encouraged residents that while they are at home they can fill out their census forms, which Ms. Michael added, effects funding that is received.

Ms. Michael said that social services are out working hard to help. They donated supplies to the city's police and fire departments and they are continuing the make sure that food is supplied. She added that they still need volunteers at the Center of Hope.

The Mayor said that the city is involved regularly with phone conference calls with people at the state level. There was a conference that was organized by the city of Akron water dept. with all the water departments in the area, from Barberton to Hudson and in between, to discuss mutual aid. It would entail opening valves between different city and county water suppliers to ensure communities have water, as well as sharing chemicals for water treatment of which he added, Ravenna has enough of.

There being no further business before Council, the meeting adjourned at 7:46pm

ATTEST:

Clerk of Council

Council President