



**RAVENNA CITY COUNCIL  
COMMITTEE OF THE WHOLE MEETING MINUTES  
May 18<sup>th</sup>, 2020**

**The public meeting was held via Zoom and live streamed via YouTube. A video recording of the meeting can be found at: <https://www.youtube.com/watch?v=krve14x1vp0>**

**The Committee of the Whole Meeting was called to order at 7:00 P.M. by Council President, Andrew Kluge.**

Council present via Zoom were: Council President Andrew Kluge, Amy Michael, Rob Kairis, Paul Moskun, Cheryl Wood, Tim Calfee, Christina West and Matt Harper

Also attending the meeting via Zoom were: Mayor Frank Seman; Service Director, Kay Dubinsky; Finance Director, Brian Huff; Police Chief, Jeff Wallis; City Engineer, Bob Finney; Deputy Director at Neighborhood Development Services, Mike Bogo and Council Clerk, Chelsea Gregor

President Kluge asked Mr. Harper to give an update on the cemetery. Mr. Harper stated that the part-time help at the cemetery was scheduled to start back that day depending on the weather. Mark Gabriel is using about \$70,000 of surplus money in this year's budget that he will not have next year. Mr. Harper said that Council will have to take a look at the budget before next year because there will be cuts made.

The first item on the agenda was to approve the Committee of the Whole meeting minutes from April 20th, 2020.

- Motion to approve the April 20<sup>th</sup> Committee of the Whole minutes by Ms. Wood, 2<sup>nd</sup> by Mr. Moskun- **All Ayes**

The second item was for the property at 771 North Freedom St. Mike Bogo from Neighborhood Development Services (NDS) spoke about the property saying that it had gone to sheriff's sale twice with no bidders. There is currently a purchase agreement on the property and the offer is \$3,750.00 to release the city's lien. Mr. Bogo said that the condition of the property, especially the roof, has created a maintenance issue that has the long-term longevity of the building in question. He said that the sooner it gets repaired and back on the market the better. Ms. West inquired as to whom the buyer is and Mr. Bogo was unsure but believed it was a developer. The original loan from the city was \$300,000.00, of which the current balance is \$250,918.65. NDS loaned \$150,000.00 and the current balance is \$118,852.22. Ms. Michael asked Mr. Bogo if he knew how much the property was worth and he did not, but Mr. Kairis stated that from the county tax map it says that the appraisal is \$95,200.00 and that the total value is listed at over \$700,000.00 as of 2019. Due to the current condition of the building it was suggested that it is not worth the total value. Mr. Bogo said that the purchase price is \$175,000.00, and that there is a \$100,000.00 tax lien on the property with the first mortgage holder receiving about \$52,000.00. Ms. Wood said that it is better to get something rather than nothing and to fight it for more money would not be worth it. Mr. Calfee clarified with Mr. Bogo that the city's loss on the loan given would be approximately \$250,000.00.

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The Mayor added that when the loan was given it was a thriving business with a portion of the building being rented out. He said that all the funds are RLF funds which are recovered funds from grants that were loans, and the city is able to re-loan the money out. Mr. Calfee asked if the money lost will shrink the revolving loan fund and the Mayor stated that there are more loans that have been given out and there are different funds for different projects. Mr. Bogoski said that anything that is proposed with the building will have to meet the zoning code. Ms. Michael stated that she was nervous about what could be going into the building but said that the zoning code is easing her mind, which could protect the city from something undesirable. The committee members expressed their disappointment at the loss of the \$250,000, but hoped that something good might come of the sale.

- Community and Economic Development Committee gave approval

The third item was an ordinance to approve the expanded use of outdoor restaurant seating and to authorize the Mayor to approve temporary outdoor dining permits. Mr. Kluge stated that this is solely for the businesses in the downtown area that would put out tables themselves at the front of their businesses. The tentative date would be from May 19<sup>th</sup>, 2020 to August 31<sup>st</sup>, 2020. Mr. Kluge asked if it was something that the Committee would like to see happen. It was discussed whether it would need Council action or if it could be done through the office. Ms. West stated that she wanted to move forward with this item and the Mayor said that he felt it was something that could be handled through the administration office, which he likened to issuing a parade permit. Currently local businesses are figuring out places where they can set up outdoor seating to accommodate patrons. Ms. Michael was concerned with seating at the courthouse lawn and who would care for the sanitation. Ms. West stated to verify that the ordinance proposed was just for seating outside of restaurants. Mayor Seman said that if there was courthouse seating placed he would prefer it lightweight and temporary, but did say that the concern was outside seating at the downtown restaurants. Mr. Finney's main concern was that he didn't want the city to lose control. Mr. Moskun had asked why the end date of the permit was August 31<sup>st</sup>, and Mr. Finney explained the time length it would normally take a business to obtain a conditional use permit. The proposed permit would allow immediate allowance of outdoor seating and give enough time for businesses to apply for permanent outdoor seating. Mr. Kairis stated that he thought that the city needed an ordinance so that there is official acknowledgement in the books. Mr. Kluge stated that helping the businesses downtown was a priority as well as eliminating liability. Mr. Kairis and the Mayor discussed the allowance of alcohol permitted outside of restaurants in the entertainment district. Council discussed scheduling a Special Council meeting to get the ordinance passed prior to the June 1<sup>st</sup> Council meeting. Mr. Kluge said he would work with Mr. Finney and Mr. Cimino to get the ordinance written.

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

The fourth item was to appropriate \$200,000 for business restart to help aid the opening of small businesses in the city. It was discussed at the Committee meeting and there was no further discussion.

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

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The fifth item was to authorize the Mayor to apply for the 2020 FEMA Covid-19 supplemental grant to help with the replacement and future purchases of supplies and equipment that would be needed for Covid-19 related incidences. Ms. Michael thanked Ms. Wood for her assistance in helping the Fire Dept. with their grant application.

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

The sixth item was to appropriate \$3,000.00 for the necessary repair to the front foyer roof at the Fire Station which is leaking. It was discussed at Committee and is a necessary repair.

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

The seventh item was to appropriate \$8,000.00 for the necessary purchase of 4 sets of turn-out gear for 2 new hires. 2 sets will be purchased now, and then the other 2 sets are pending.

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

The eighth item was the conditional use for halfway houses. Mr. Kluge verified that the Mayor would like to have a work session with a few members of Council to discuss some zoning changes. Mr. Kairis and Ms. Michael will meet with the Mayor and Mr. Finney to discuss the conditional use of halfway houses.

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

The ninth item was the retroactive approval of April 2020 accounting transactions (Advances and Transfers). Mr. Huff stated that it was a normal grant that the city advances money to.

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

The tenth item was to appropriate the sum of \$2,476.28 for the City's Unemployment Liability Notice of Benefits Paid. Mr. Huff explained that there were a couple of employees who were able to get unemployment and that unemployment money is not budgeted due to the rarity of unemployment claims.

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

The eleventh item is to appropriate the 27<sup>th</sup> pay, on 12/31/2020, for proper accounting for the 2020 payroll budget. Due to the final payroll of 2020 being scheduled on Friday January 1, 2021, it needs to be paid out the day prior and the budget needs to be adjusted to reflect an additional pay period which is normally only 26 pays.

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

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The twelfth item was the 2020 Budget appropriation adjustment needed for Capital Project lines in sewer and water. It was discovered that some capital projects were flip flopped. The net effect is zero, and they just need to be placed in the appropriate fund.

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

The thirteenth item was authorizing the issuance and sale of not to exceed \$330,000 of bonds, to pay in anticipation of the collection of special assessments heretofore levied, the property owners' portion, and the city's portion of the costs of improving certain parcels by constructing, widening, grading, draining, paving and otherwise improving a connector road and westbound deceleration lane comprising the enterprise parkway project.

Due to the city's low bond rating in 2016, it was decided that the city would loan itself money from the water fund instead of seeking a loan. It was not advisable at the time due to the high interest rates the city would have received. Now that the city's bond rating has increased, Mr. Huff stated that the city can now take advantage of the historic low rates. The city has been making payments back into the Water Fund to pay back the loan since 2016. Mr. Calfee asked who the Bond Counsel is and Mr. Huff stated that it is Amanda Gordon at McDonald Hopkins who has been working with the city for years. The Mayor added that the money is coming from the assessments from the businesses and that the city is not paying for it.

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

Ms. Michael said that the city clean-up is canceled this year due to funding. The Mayor is hopeful that next year the city can do the clean-up again, but said that the city is in survival mode. Ms. West said that the residents who she has spoken to have been very understanding. The idea of dumpsters at the service garage was suggested but Ms. Dubinsky thought it would cause too many issues and was against the idea. The previous year Council discussed only having the city clean-up every other year, which Ms. Dubinsky added is dependent on finding a hauler and the budget. Mr. Moskun asked Ms. Dubinsky what her thought was about putting an announcement on the water bill to inform the residents that the clean-up will be eliminated this calendar year. She said that the city can do that but the soonest that it would be able to be put on the water bill would be July. She did say that it could be put on the city's website.

**There being no further business before Council, the meeting adjourned at 7:55pm**

**ATTEST:**

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**Clerk of Council**

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**Council President**