



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

The Regular Council Meeting was live streamed via YouTube:

<https://www.youtube.com/watch?v=L1BdCK0ilCQ>

The Regular Council Meeting was called to order at 7:00 P.M. July 6th, 2020 by Council President, Andrew Kluge and was held via Zoom.

Moment of Meditation & Silence

President Kluge called a moment of meditation and silence.

Pledge to Flag

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

Roll Call

The following Council Members were present: Council President Andrew Kluge, Amy Michael, Paul Moskun, Christina West, Matt Harper, Cheryl Wood, Rob Karis, and Tim Calfee.

Also in attendance were Mayor Frank Seman; Police Chief Wallis; Acting Fire Chief Mark Chapple; Service Director, Kay Dubinsky; Finance Director, Brian Huff; Ohio State Senate Candidate, Betsy Rader; Portage County Health Department, Bob Walker; and Council Clerk; Chelsea Gregor

Approval of the Minutes:

- Motion to approve the June 1st Regular Council Meeting minutes and the June 15th Special Council Meeting minutes by Ms. Michael, 2nd by Mr. Moskun- **All Ayes**

Communications- None

Delegations from the Public- Betsy Rader introduced herself to Council to explain her background, work history and goals for office. She lives in Geauga County and is running for Ohio State Senate in November. She is from Appalachia Ohio and grew up poor with 3 siblings and a single mother. Back then, she explained, you were able to work your way through college with part-time jobs. She graduated from Ohio State after 3 years and earned a full scholarship to Yale Law School. Due to her upbringing she decided that she wanted to become a lawyer so that she could help people and give back the way that she and her family had been helped growing up. She volunteers for her community and has served on various boards, with job related focuses on helping abused children, those who are disadvantaged and civil rights law. She is glad that she decided to run for State Senate, stating that everything she has cared about and worked in is now relevant with the way things are in the world. She explained her goals that focused on the betterment of people and community, and thanked Council for the chance to introduce herself. Ms. Michael thanked Ms. Rader for her help in local food drives.

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Bob Walker- Mr. Walker from the Portage County Health Dept. joined the Council meeting to give a pandemic update. He stated that testing has been opened to all priority levels, 1 through 5, which is both symptomatic and asymptomatic. He clarified that testing is available with or without a prescription, and with or without symptoms. CVS in Kent is offering testing with an appointment and Access Point will be offering testing. Future pop-up testing sites are still being discussed and they are using FDA approved tests.

The Ohio National Guard has been activated by Governor DeWine with an initiative to do skilled nursing. Mr. Walker stated there are nine of the nursing facilities in Portage County. Mr. Walker stated that testing is a snapshot of what is going on today and is not necessarily the best science yet with up to 70% accuracy. He added that physical factors can determine testing results, adding that someone could test negative during the day, but then test negative that evening depending on how fast the viral is growing. The average onset occurs about 5 ½ days after exposure.

Mr. Walker stated that at Portage County they are maintaining that they are in crisis mode and that there are still shortages of certain personal protective equipment (PPE), mainly N95 masks. There are squads that are waiting on items that are still on back order dating back to March, and so PPE items are needing to be preserved and reused, such as gowns.

He mentioned that as a government agency he hoped that Ravenna was looking into the CARES Act and Public Assist with FEMA to get coronavirus funding, which the City has been doing. The Center for Disease Control (CDC) has expanded their signs and symptom for coronavirus, which is now 15 signs and symptoms. It is also recognized that there is a higher death rate in Portage County with the black community. There is some science that is wondering if there is some genetic makeup that plays a part with the virus, such as sickle cell disease, and so Portage County has put more information out to try and educate those with health disparities.

There are 11.5 million cases of coronavirus globally and 535 million deaths. In Ohio there have been 57,956 Covid patients, and 2,927 deaths. In Portage County there have been 433 Covid patients and 58 deaths, which Mr. Walker added has been plateauing.

Mr. Walker explained the Public Health Advisory System that was brought out by Governor DeWine which shows the risk level of coronavirus across the state of Ohio. The map is divided by counties, and the counties are color coded and numbered 1-4 based upon exposure and risk. Mr. Walker stated that Governor DeWine has stated that school will be back in session, and therefore many schools have reached out to the Portage County Health District for guidance and input. Mr. Kluge asked about recommendations for people meeting in groups. Mr. Walker said that it is still 10 people and under with exemptions such as dining establishments, graduation parties with sitting dinners and churches. Teleworking is still recommended for government officials who can do so.

Ms. Michael asked what type of guidelines the Health Dept. has for restaurants regarding masks and if it is required for employees to wear masks, and who monitors that. Mr. Walker said that there have been over 1,000 complaints since mid-March. The Health District then makes phone calls to try to educate them. For places that have repeated complaints the Environmental Health Services goes out to inspect them and educate them.

Ms. Michael stated to clarify that monitoring restaurants would not be something that the City would be enforcing, but more so from the state and Health District.

Ms. Michael thanked Mr. Walker and the Health Dept. for all the hard work that is being put in while working with the knowledge that they have.

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Mr. Kairis referenced other cities that are enforcing, or considering enforcing, face masks and at what point would he recommend that the City consider doing the same. Mr. Walker suggested to consider what steps the City would take with each level that is represented on the Public Health Advisory System Map, instead of waiting for the next level to occur.

Report of Officials: Council received the Report of Officials from the Police Dept. and will be receiving the report from the Fire Dept.

- Motion to approve the Report of Officials by Mr. Kairis, 2nd by Ms. Michael- **All Ayes**

Report of Committees: Committee meetings start @ 5:30 PM 7/13/2020

Utilities: Mr. Moskun stated that there will be one item for next week which will be the water meter replacement project. Mike Reynold will have information about the replacement for Council members.

Information Systems (IS): There will be one item which will be the Quality IP Contract and possibly more discussion on cameras.

Planning: No items on the agenda but there will be a meeting next week.

Committee of the Whole: Mr. Kluge stated that the next Committee of the Whole meeting is July 20th, 2020 at 7pm.

Public Health & Safety: There is an item on the agenda and there will be a couple items for next week. Ms. Michael would like to bring in a speaker next Monday and requested to be first on the agenda at 5:30pm.

Streets & Sidewalks: There are three items on the agenda. Mr. Harper is not aware of anything for next week but if there is there will be a meeting scheduled. Ms. Michael informed Mr. Harper that there will be an item next week concerning an issue at a residence on Main St.

Personnel: There is nothing on the agenda and nothing planned for next week.

Community & Economic Development: Nothing is planned for next week.

Cemetery: Mr. Harper stated that they met with the architect last week regarding the Schafer Foundation and the donation. They are still receiving a lot of in-kind work and dirt to level out the back section that is being developed with the pond and some other possibilities. There are still some decisions to be made that are being worked through, but things are moving forward.

First Reading of Ordinances:

ORDINANCE NO. 2020-063 AN ORDINANCE TO APPROPRIATE \$12,000.00 FROM CAPITAL IMPROVEMENT FUND (65-74) FOR THE PURCHASE OF VARIOUS SIZES OF FIRE HOSES FOR THE FIRE DEPARTMENT, AND DECLARING AN EMERGENCY.

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Acting Fire Chief Chapple stated that they finished up their hose testing at the end of June and had 56 sections of fire hose that needed to be taken out of service due to them being from 1987 or older. He explained that if the hoses remained in service and if anyone got hurt due to a hose breakage or issue, then the Fire Dept. could get cited up to 50% of the injury cost. It could also jeopardize the possibilities of getting PWC Grants.

There being no further comments or questions.

- Motion to waive three separate readings by Ms. Wood, 2nd by Ms. Michael- **All Ayes**
- Motion to adopt emergency clause by Ms. Wood, 2nd by Ms. Michael- **All Ayes**
- Motion to pass Ordinance No. 2020-063 by Mr. Harper, 2nd Ms. West- **All Ayes**

Ordinance 2020-063 was adopted.

ORDINANCE NO. 2020-064 AN ORDINANCE AUTHORIZING THE MAYOR, UPON THE APPROVAL OF THE OHIO PUBLIC WORKS COMMISSION (OPWC) GRANT OF \$248,500.00 AND LOAN OF \$50,000.00, TO ENTER INTO THE NECESSARY CONTRACTS, INCLUDING THE CONTRACT FOR THE LAWRENCE STREET WATERLINE AND SIDEWALK PROJECT, CG09X/CG10X, AND DECLARING AN EMERGENCY.

Mr. Harper explained that the state has not released the grant funds yet, but the passage of the ordinance will allow the City to get started sooner than later.

There being no further comments or questions.

- Motion to waive three separate readings by Ms. Michael, 2nd by Ms. West- **All Ayes**
- Motion to adopt emergency clause by Mr. Calfee, 2nd by Mr. Moskun- **All Ayes**
- Motion to pass Ordinance No. 2020-064 by Ms. Michael, 2nd Mr. Harper- **All Ayes**

Ordinance 2020-064 was adopted.

ORDINANCE NO. 2020-065 AN ORDINANCE AMENDING THE CODIFIED ORDINANCES OF THE CITY OF RAVENNA, TITLE EIGHT - PARKING; CHAPTER 452 - PARKING GENERALLY; SECTION 452.21 - PROHIBITED AND RESTRICTED PARKING AREAS; SUBSECTION (a) BY PROHIBITING PARKING ON BOTH SIDES OF HIGHLAND AVE. BETWEEN VINE STREET AND DIAMOND STREET AT ALL TIMES.

Mr. Harper clarified that this ordinance would ban on-street parking to help possible congestion on a busy road. There is already an ordinance in the books for tree lawn parking which he noted was a concern of some of the residents in the area. The ordinance will require a public hearing and will stay on for second reading. Mr. Kluge added that more discussion will take place concerning tree lawn parking.

There being no further comments or questions Ord. 2020-065 was moved on to second reading.

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ORDINANCE NO. 2020-066 AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT WITH J. D. SERVICES FOR THE PAINTING OF PAVEMENT MARKINGS AND STRIPING, AND DECLARING AN EMERGENCY.

Mr. Harper stated that it was discussed and is straightforward.

There being no further comments or questions.

- Motion to waive three separate readings by Mr. Harper, 2nd by Mr. Moskun- **All Ayes**
- Motion to adopt emergency clause by Mr. Michael, 2nd by Mr. Calfee- **All Ayes**
- Motion to pass Ordinance No. 2020-066 by Ms. Michael, 2nd Mr. Moskun- **All Ayes**

Ordinance 2020-066 was adopted.

ORDINANCE NO. 2020-067 AN ORDINANCE APPROPRIATING AN AMOUNT NOT TO EXCEED \$4,000.00 FROM FUND 553 FOR THE PURCHASE OF CAMERAS, SOFTWARE & INSTALLATION AS LISTED BELOW, PER THE RECOMMENDATION OF QUALITY IP AND DECLARING AN EMERGENCY.

Ms. Wood stated that the item was discussed thoroughly, and the numbers have come way down from the original quote thanks to the due diligence of Mr. Kluge. She said that they would like to move forward with getting the equipment and cameras especially since it is uncertain how the video and conference meetings will continue. Mr. Kluge stated that he talked with Ms. Wood and that it would be purchased now, and the installation would hopefully be by the end of July. The new system would replace Zoom and it would be hardwired in.

There being no further comments or questions.

- Motion to waive three separate readings by Ms. Michael, 2nd by Mr. Moskun- **All Ayes**
- Motion to adopt emergency clause by Mr. Harper, 2nd by Mr. Moskun- **All Ayes**
- Motion to pass Ordinance No. 2020-067 by Ms. Michael, 2nd Ms. Wood- **All Ayes**

Ordinance 2020-067 was adopted.

ORDINANCE NO. 2020-068 AN ORDINANCE TO APPROPRIATE THE SUM OF \$34,000.00 FOR THE CLEAN OUT OF DEBRIS FROM THE INTERIOR OF THE TONTIMONIA CITY PARK WATER TOWER AND PAINTING AS NEEDED, AND DECLARING AN EMERGENCY

Mr. Moskun stated that detailed information pertaining to the project was sent out to Council. The project is to be started shortly after it is approved by Council. Mr. Kairis stated that he was confused by the quote from the company because it has a laundry list of items that they have determined to be critical maintenance items. He asked how the \$34,000 was determined, what the specific work will be and how much it will cost. Mr. Moskun stated that part of that will be determined once the divers go into the tank to get a better look. He said that the cost could be less than but will not exceed the \$34,000.

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Mr. Kairis referred to the itemized list that the vendor provided reiterating that there was no clarification of what was to be done. Mr. Moskun stated that Mr. Stephens will be on site overseeing and making decisions based on what will be most critical. Mr. Kluge read an email from Mr. Stephens stating that some cost and details of the project included interior cleaning which is a flat fee, and repair work is to be done on an hourly basis of cost per hour. The repairs are as needed and will be assessed after the cleaning is complete. Council members discussed the repair list with concern of what would be done and if it would surpass the \$34,000. It was stated that only the critical items would be repaired, and the cost would not exceed \$34,000. Ms. Michael stated that Mr. Stephens has done cleaning and tower repairs in the past, adding that he has expertise in the subject. The concern and consensus with discussing the repairs and the quote was that in the future it should be easy to understand and information should be given sooner.

There being no further comments or questions.

- Motion to waive three separate readings by Ms. Michael, 2nd by Ms. West- **All Ayes**
- Motion to adopt emergency clause by Ms. Michael, 2nd by Mr. Moskun- **All Ayes**
- Motion to pass Ordinance No. 2020-068 by Mr. Harper, 2nd Mr. Moskun- **All Ayes**

Ordinance 2020-068 was adopted.

ORDINANCE NO. 2020-069 AN ORDINANCE APPROVING THE TRANSFERS AND ADVANCES FOR THE MONTH OF MAY 2020 LISTED ON EXHIBIT “A” ATTACHED HERETO, AND DECLARING AN EMERGENCY.

Mr. Huff stated that these are standard transfers that are done every year. These are for the City’s semi-annual debt payments, one of which was the Honeywell project.

There being no further comments or questions.

- Motion to waive three separate readings by Ms. Michael, 2nd by Mr. Calfee- **All Ayes**
- Motion to adopt emergency clause by Ms. West, 2nd by Mr. Calfee- **All Ayes**
- Motion to pass Ordinance No. 2020-069 by Mr. Harper, 2nd Ms. Michael- **All Ayes**

Ordinance 2020-069 was adopted.

ORDINANCE NO. 2020-070 AN ORDINANCE APPROPRIATING THE SUM OF \$2,992.94 FOR THE CITY’S UNEMPLOYMENT LIABILITY OBLIGATION BASED ON THE NOTICE OF BENEFITS PAID BY THE STATE OF OHIO, AND DECLARING AN EMERGENCY.

Mr. Huff stated that funds are not appropriated for unemployment and he will be asking for approval as they come up. He is hoping that some of the money will be able to be reimbursed with Covid funds.

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There being no further comments or questions.

- Motion to waive three separate readings by Mr. Harper, 2nd by Mr. Moskun- **All Ayes**
- Motion to adopt emergency clause by Ms. West, 2nd by Mr. Moskun- **All Ayes**
- Motion to pass Ordinance No. 2020-070 by Mr. Calfee, 2nd Ms. West- **All Ayes**

Ordinance 2020-070 was adopted.

ORDINANCE NO. 2020-071 AN ORDINANCE ADOPTING THE 2021 TAX BUDGET FOR THE CITY OF RAVENNA, AND DECLARING AN EMERGENCY.

Mr. Huff stated that the item was discussed at Committee and there have been no other questions. Mr. Kairis thanked Mr. Huff for providing the detailed budget in a readable format, adding that it is a lot easier to search items.

There being no further comments or questions.

- Motion to waive three separate readings by Mr. Kairis, 2nd by Ms. Michael- **All Ayes**
- Motion to adopt emergency clause by Ms. Wood, 2nd by Mr. Moskun- **All Ayes**
- Motion to pass Ordinance No. 2020-071 by Mr. Harper, 2nd Mr. Moskun- **All Ayes**

Ordinance 2020-071 was adopted.

ORDINANCE NO. 2020-072 AN ORDINANCE AMENDING ORDINANCE 2020-053 SECTION I BY REDUCING THE APPROPRIATION TO LINE ITEM 212.212.55954 FROM \$200,000.00 TO \$120,000.00, AND DECLARING AN EMERGENCY.

Mr. Huff clarified that the amount to be appropriated to line item 212.212.55954 was a total of \$200,000.00, not an additional \$200,000.00. There was already \$80,000.00 in the account, so only another \$120,000.00 needed to be appropriated.

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. West, 2nd by Ms. Wood- **All Ayes**
- Motion to pass Ordinance No. 2020-072 by Ms. Michael, 2nd Ms. West- **All Ayes**

Ordinance 2020-072 was adopted.

ORDINANCE NO. 2020-073 AN ORDINANCE AUTHORIZING THE MAYOR AND/OR HIS DESIGNEE TO APPLY FOR AND ACCEPT FEDERAL CARES ACT CORONAVIRUS RELIEF FUNDING TO OHIO COMMUNITIES FOR COVID-19 RELATED EXPENSES, AND DECLARING AN EMERGENCY.

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Mr. Huff stated that cities across the state are all approving the same ordinance which is based on sample language. The money that the City will receive from the Federal Government is sitting at Portage County. Once the City passes Ord. 2020-073 and Ord. 2020-074, Mr. Huff will send in a copy of each and the City will be receiving \$333,711.73 within seven days. Internal meetings will then need to be held to discuss what the money can and cannot be used for.

There being no further comments or questions.

- Motion to waive three separate readings by Ms. Michael, 2nd by Ms. Wood- **All Ayes**
- Motion to adopt emergency clause by Ms. Wood, 2nd by Ms. West- **All Ayes**
- Motion to pass Ordinance No. 2020-073 by Mr. Harper, 2nd Mr. Moskun- **All Ayes**

Ordinance 2020-073 was adopted.

ORDINANCE NO. 2020-074 AN ORDINANCE ESTABLISHING A SPECIAL REVENUE FUND TITLED “LOCAL CORONAVIRUS RELIEF FUND 201”, AND DECLARING AN EMERGENCY.

Mr. Huff stated that the ordinance relates to Ord. 2020-073 and that the State Auditors recommend establishing a fund to account for the funding that will be received. Any money that the City does not spend will have to be returned to the County.

There being no further comments or questions.

- Motion to waive three separate readings by Ms. Michael, 2nd by Mr. Moskun- **All Ayes**
- Motion to adopt emergency clause by Mr. Moskun, 2nd by Ms. Michael- **All Ayes**
- Motion to pass Ordinance No. 2020-074 by Ms. Michael, 2nd Mr. Calfee- **All Ayes**

Ordinance 2020-074 was adopted.

Second Reading of Ordinances: None

Third Reading of Ordinances: None

Old Business- Mr. Calfee referenced the camera installation from Ord. 2020-067 and suggested making the installation part of a larger plan to have some type of display board or monitor in City Council Chambers to showcase presentations to Council and those attending meetings. Mr. Kluge stated that it would be a good topic for discussion, adding that the current Council Chamber presentation feature is a projector and screen which is located behind the public seating area. Ms. Wood agreed that it was a good idea and that a new type of display could also be used to share to the public via YouTube.

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New Business- Ms. Michael shared that the City has newly developed a homeless problem in the downtown area that has become a little bit different than it has been. There are some new people that have come into town and it is unsure where they came from and how they got to Ravenna. She has received complaints from local merchants concerning behavior that would not be considered appropriate in public. They are charging their cellphones outside a local attorney's office and sleeping around the movie theater, adding that people are not accustomed to seeing these situations as much as it has been lately. The Mental Health Board is paying someone to spend time in the downtown area to find out what the people need and how they ended up here. Ms. Michael stated that this topic will be at her Committee meeting to possibly consider an ordinance to address panhandling and loitering. She wants people to feel safe when they visit downtown and to find solutions.

Mayor's Remarks- Mayor Seman announced that the car show will not be able to be held due to the standards being set by the Board of Health regarding the coronavirus.

The United States Census is still under way and they are having a hard time getting everything settled. People can still go online and easily fill out the paperwork which will benefit the City.

There have been a couple demonstrations on the courthouse lawn supporting the Black Lives Matter movement. They have been peaceful and have been attended by both black and white participants.

The pandemic is still dominating but the problems that come from it are dealt with daily. The Planning Commission will be meeting on July 7th to look at the site plan for the Menards project on rt. 88. There will have to be an adjustment in the riparian rights at the property and Council will need to be involved. There will be a recommendation brought to the Committee meeting. The issue will be time-sensitive and might require a special meeting. No property has been purchased yet, but the Planning Commission meeting will be a big step forward with the project.

The Mayor addressed the issue of breakage of water pipes that is mostly seen during very hot or very cold weather which seems to stress the old pipes.

Mr. Kairis inquired about the Planning Commission meeting and Mr. Kluge stated that it will be live streamed via the Ravenna City Council YouTube channel. The Mayor added that a lot of effort has gone towards the project and Mr. West has worked very hard on it. If it comes to fruition, then it can help maintain some of the jobs that have been lost due to the pandemic.

There being no further business, the meeting adjourned at 8:51 P.M.

The next Regular Council Meeting is scheduled for Monday, August 3rd, 2020 at 7:00 P.M.

ATTEST:

Clerk of Council

Council President