



**RAVENNA CITY COUNCIL  
COMMITTEE OF THE WHOLE MEETING MINUTES  
July 20<sup>nd</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=cR\\_ZRexa\\_Ac](https://www.youtube.com/watch?v=cR_ZRexa_Ac)**

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

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

Also attending the meeting via Zoom: Mayor Seman; Police Chief, Jeff Wallis; Acting Fire Chief, Mark Chapple; Finance Director, Brian Huff; City Engineer, Bob Finney; Service Director, Kay Dubinsky; Bond Counsel, Amanda Gordon; R.R. Wellington, Ryan Wagner; EnviroScience, Neal Hess and Council Clerk, Chelsea Gregor

**The first item on the agenda was to approve the Committee of the Whole meeting minutes from June 22<sup>nd</sup>, 2020.**

- Motion to approve the June 22<sup>nd</sup> Committee of the Whole minutes by Ms. Wood, 2<sup>nd</sup> by Ms. Michael- **All Ayes**

Ms. Gordon from the City's Bond Counsel at McDonald Hopkins wanted to address Council so the fifteenth item on the agenda was pushed to the beginning of the meeting.

**The fifteenth item was an ordinance to re-finance the Honeywell Energy Conservation and Library Bonds.**

Mr. Huff introduced Ms. Gordon from McDonald Hopkins who has been the City of Ravenna's Bond Counsel for 23 years. She wanted to address Council to explain the benefits of re-financing the two bonds. There was \$6 million in bonds issued in 2012 for the City-wide Energy Conservation Project, and there are 3.9 million remaining on those bonds. Ms. Gordon stated that they keep an eye on rates in the market to see if there are any opportunities for refinancing to help with savings, adding that interest rates are at historic lows. Usually they look for a 3% savings to refinance and the current rate is 6.42%, which would be a savings of around \$275,000.

In 2013 Reed Memorial Library entered a lease arrangement with the City so that it could receive bond financing. There were no City funds used and the repayment is Reed Memorial Library's obligation. The amount of savings would be 10.42% over the life of the obligation, which would be a savings of almost \$340,000.

Ms. Gordon stated that the Energy Conservation Project Bond is ready to go, but the Library Bond will require the library to pass a resolution and present it to Council requesting the refinancing before it can move forward.

The bond terms would remain the same.

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

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**The second item was an ordinance to accept an anonymous donation of \$2,500 for the Police Dept. and appropriate funds.**

Ms. Michael stated that it was discussed at the Committee meeting to accept the donation.

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

**The third item was an ordinance to accept an anonymous donation of \$2,500 for the Fire Dept. for misc. EMS and Fire equipment.**

Ms. Michael stated that it was discussed at the Committee meeting to accept the donation.

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

**The fourth item was an ordinance allowing the Mayor to accept \$3,588.78 from Ohio Department of Public Safety for EMS Grant.**

Ms. Michael stated it was discussed at the Committee meeting to accept the grant money.

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

**The fifth item was an ordinance to transfer \$6,708.00 from the CI Fund to the Water Fund.**

Mr. Harper stated that the funds were used to replace/repair sidewalks for the Hazen Ave. Project and the funds are now being replaced back into the Water Fund.

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

**The sixth item was an ordinance to increase the Light Maintenance account by \$15,000.00 due to needed repairs.**

Mr. Harper stated that it is an additional appropriation for some additional work that needed to be completed. The list was discussed at the Committee meeting and there were no questions.

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

**The seventh item was an ordinance authorizing the Mayor or designee to advertise to bid the system wide water meter replacement.**

Mr. Moskun stated that the item is to get the water meters replaced throughout the entire distribution system of every account with the hope of starting within the next few months.

Mr. Kluge stated that if Council has any questions, they can reach out to Mike Reynolds directly.

Mr. Moskun stated that he does not have the funding details as this time.

Mr. Calfee commented that he had spoken to Mr. Reynolds inquiring about replacing the battery on the meters instead of the whole meter. Mr. Reynolds had stated that the battery is the main cost of the meter and that there is little savings in just purchasing and replacing the battery.

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

**The eighth item was an ordinance allowing the 2020 Tax assessments for delinquent utilities and property maintenance.**

Mr. Moskun stated that there is a list of delinquent utility and property maintenance. The item is

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a yearly ordinance, and he stated that it should be passed to help recoup some of the outstanding money.

Ms. Michael inquired why the Italian American Club balance was so high and if there had been a leak or if there was non-payment. Mr. Kluge stated that Mr. Reynold had addressed it the week prior and was unsure as to what the reason was. Ms. Dubinsky stated that Mr. Reynolds had tried to contact the manager of the Italian American Club but did not get a response back.

Mr. Moskun did add that there have not been any shut off's happening in the City, due to the pandemic, for quite some time.

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

**The ninth item was an ordinance to increase the current line by \$20,000 for fire hydrant placement/repairs.**

Mr. Moskun stated that there are several hydrants that are bad and the cost of each one is extensive. The \$20,000 will cover 3-4 hydrants and the line increase will allow for hydrants to be kept on hand for needed repairs and replacements.

Ms. Wood asked if the City will be applying for any grants that will help with hydrant replacement. Mr. Finney stated that a Neighborhood Revitalization Grant for Ward I was applied for.

Mr. Kluge asked about a plan for replacing needed hydrants. Mr. Finney stated that the City has been working on identifying hydrants that can simply be replaced. Four hydrants that are out of service on Lawrence St. will be replaced. There is a section of Zeta, Spruce and Hillcrest which will be replaced. Mr. Finney is compiling information from the Fire and Street Dept. into one central location which will include flow tests to help determine which hydrants will need to be replaced. He will be setting up a meeting with the Fire Dept., Street Dept, Engineering and Service to come up with a solution to identify which hydrants are low flow, no flow or barely adequate.

Ms. Dubinsky stated that the number of hydrants that can be replaced depends on how much is budgeted each year, and each hydrant costs about \$4,000.

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

**The tenth item was an ordinance to enter into an agreement with Roddal D Moore of One Nation Softball for umpire sourcing and scheduling.**

Mr. Kairis stated that the item is to enter into an agreement to provide umpire services for the up coming softball league. They will be paid \$30 at the end of each game, \$15 from each team.

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

**The eleventh item was an ordinance to apply for a grant through Ohio North Youth Soccer.**

Mr. Kairis stated that the item is from Parks and Recreation and is for a \$500.00 matching grant. The budget is \$1,000.00 and this will help pay for half of the soccer program.

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

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**The twelfth item was to apply for a grant to acquire the Emerald Lake Reserve Property.**

Mr. Kairis stated that there was an interesting opportunity to acquire some land at the southwest part of the City. Mr. Hess from EnviroScience would apply for two grants that would grant acquisition of the property at no cost to the City. To apply for the grants, the City would have to have an appraisal of the property done at the cost of between \$5,000-\$7,000, which he added could eventually be paid for by the grants. The property would be for Parks and Recreation with a walking trail and similar activities.

Mr. Hess introduced himself and stated that he is a licensed Ohio Real Estate Broker and owns Conservation Realty Group where he does real estate transactions for park and nature preserve purposes, and projects just like the one being proposed. He would be working on the project representing the landowner as their broker.

Mr. Kairis stated that he is asking Council to approve the \$7,000 amount so that the appraisals can be started and then the grants can be applied for, adding that timing is somewhat critical.

Ms. Michael stated that it is a beautiful piece of property and she hopes to see it go through.

Ms. Wood stated that there could be restrictions and there is a list of what the space could be used for. Mr. Hess concurred, and added that hiking on natural surfaces would be allowable, with other possibilities depending on the grants that are received.

The approximate value of the property is between \$875,000 and \$900,000 and is around 100 acres. There are two ingress and egress access points to the property. The current owner of the property is R.R. Wellington and Mr. Wagner is the President with a 50% stake in the property.

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

**The thirteenth item was an ordinance to grant a variance with riparian and wetland setback for the Menards Project.**

The variance was discussed at the Committee meeting and Mr. Jeffers had explained the project.

Mr. Calfee inquired about the impact the project would have on the Hike and Bike Trail. He inquired about the railroad track coming into the Menards property and if they would have to improve it. Mr. Finney said that they would have to improve it, but he has not seen the final design.

Mayor Seman stated that the rail company has just received a sizable grant to replace the rail through that area, adding that Menards will have about four times that amount in the development of their own property. It has been emphasized that the bike trail had to be maintained and useable.

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

**The fourteenth item was an ordinance to renew the contract with Quality IP.**

The item has been discussed and is a 1% increase over the previous contract. Ms. Wood inquired if the contract needed to be bid out and the Mayor stated that according to the Law Director it does not. The contract will be for 1 year. Mr. Moskun asked when the new phone system would be going live, and the Mayor said on Wednesday.

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

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**The sixteenth item was an ordinance to appropriate the Special Revenue Funds received from the CARES Act**

Mr. Huff stated that the City received the funds as of that day in the amount of \$333,711.73.

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

**The seventeenth item was the approval of June 2020 accounting Transactions (Advances and Transfers)**

There was no activity for the month of June.

- There was no action required

**The eighteenth item was a discussion about nuisance cats.**

Mr. Moskun received a complaint from a resident whose neighbor has nuisance cats. He was told that they have been noticeably mating and have worms. He stated that there is nothing on the books for cats, but it has become a health hazard.

Ms. Michael stated that this type of problem has been brought up in the past and there is nothing on the books, even at the state level or with the Dog Warden, that is enforced.

Ms. Wood stated that she recently encountered an area with an abundance of cats while showing houses in the City, adding that they were not afraid of people and she was afraid to start her car because they were all around it.

Mr. Kairis stated that he experienced a similar issue in his Ward with someone feeding feral cats. He said that the City sent an official warning to cease and desist that behavior, adding that he thinks that the City helped with getting resources to get the cats homes.

Ms. Michael suggested the City send a letter to inform the neighbor that the cats are being a nuisance and a health hazard. Mr. Moskun will work with Ms. Dubinsky to get a letter out.

**There being no further business before Council, the meeting adjourned at 8:06pm**

**ATTEST:**

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**Clerk of Council**

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**Council President**