



**Ravenna City Council  
Regular Meeting Minutes  
Monday November 2<sup>nd</sup>, 2020 at 7:00 pm**

**The Regular Council Meeting was held via Zoom and was live streamed via YouTube:**  
<https://www.youtube.com/watch?v=JHKs3rhrvPo&t=237s>

**The Regular Council Meeting was called to order at 7:06 P.M. November 2<sup>nd</sup>, 2020 by Council President, Andrew Kluge**

**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, Paul Moskun, Christina West, Matt Harper, Cheryl Wood, Rob Karis, and Tim Calfee.

- Motion to excuse Ms. Michael by Mr. Harper, 2<sup>nd</sup> by Ms. West- **All Ayes**

Also in attendance were Mayor Frank Seman; Law Director, Frank Cimino; Police Chief, Jeff Wallis, Fire Chief, Geoff Cleveland; Finance Director, Brian Huff; City Engineer, Bob Finney, Portage Historical Society, Kevin Gray and Council Clerk; Chelsea Gregor

**Approval of the Minutes:**

- Motion to approve the October 5<sup>th</sup> Regular Council meeting minutes, the October 19<sup>th</sup> Special Council meeting minutes and the October 21<sup>st</sup> Special meeting minutes by Mr. Harper, 2<sup>nd</sup> by Mr. Moskun- **All Ayes**

**Communications- None**

**Delegations from the Public- Kevin Gray from The Portage Historical Society**

Mr. Gray introduced himself as a reference librarian at Reed Memorial Library. He is also the Portage County Historical Society Vice President and curator, who has also led historical walking tours around Maple Grove Cemetery over the last 4 years. Every year they have had good attendance with roughly 50 people each year, adding that the cemetery is like an open-air museum.

Mr. Gray gave Council some historical background information. The cemetery goes back to 1796 when it was Western Reserve land. Benjamin Tappan purchased the southern two-thirds of Ravenna Township. His son then moved out to Ravenna in 1799 and became the first settler, adding that he also gave Ravenna its name. In 1808 Benjamin Tappan learned that Portage County was being created out of land from Trumbull County and decided that Ravenna would be a good place for the county seat.

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The original cemetery, which was donated by Mr. Tappan, was 180 ft. by 580 ft. It was soon realized that the cemetery was too small and so another cemetery was founded in 1813 which was intended to be further away from where people lived. The original burials were then moved to Maple Grove Cemetery.

In 1821 Maple Grove was acquired by Ravenna Township, which at that time was known as Evergreen Cemetery. By 1959 there were over 10,000 burials in Maple Grove cemetery. There are over 1,000 military veterans currently buried there, including about 2 or 3 revolutionary soldiers and internments from almost every war since then.

Mr. Gray has a list of about 50 significant people that he talks about on his walking tours which he rotates each year.

He stated that in 1993 Ravenna Township began to dispute who should maintain the cemetery.

Mr. Cimino stated that the cemetery boasts interesting monuments and inquired about the history. Mr. Gray stated that the original headstones from 1790 were either wood boards or field stones. Later headstones were made from sandstone and then switched to marble or white stones. There are also headstones that are made to resemble trees and stumps that were carved out of sandstone. Additionally, there is a prominent monument to a former slave couple who endured slavery and separation to eventually find their permanent home in Ravenna.

Ms. West stated that she has taken the cemetery tour and that it is a lot of great information and Ravenna history.

Ms. West and Ms. Wood thanked Mr. Gray.

**Report of Officials:** Council received the Report of Officials.

- Motion to approve the Report of Officials by Ms. West, 2<sup>nd</sup> by Ms. Wood- **All Ayes**

**Report of Committees: Committee meetings start @ 5:30 PM 11/16/2020**

**Utilities:** Mr. Moskun stated there will be one item on the agenda.

**Information Systems (IS):** Ms. Wood stated there was one item for that evening and then a meeting for next week is to be determined.

**Planning:** Mr. Kairis stated that there is one item on the agenda for that evening and there will be a meeting for Committee.

**Committee of the Whole:** Mr. Kluge stated that the next Committee of the Whole meeting is November 23<sup>rd</sup>, 2020 at 7:00 pm.

**Public Health & Safety:** Ms. Michael was not in attendance and a committee meeting is to be determined.

**Streets & Sidewalks:** Mr. Harper stated that there is nothing for that evening, and he has nothing on the agenda for Committee at this time.

**Personnel:** Mr. Calfee stated that there is nothing for the Committee meeting coming up.

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**Community & Economic Development:** Ms. West stated that as of right now there is nothing for next week.

**Cemetery:** Mr. Moskun stated that there will be a sum of \$6,250.00 appropriated for a leaf machine that is expected to be at the cemetery by the end of the week. Architect Jason Kentner will be at the next cemetery board meeting. Mr. Harper added that the cemetery is without leaf removal and so the purchase is necessary.

**First Reading of Ordinances:**

**ORDINANCE NO. 2020-122** AN ORDINANCE TO ACCEPT, RECORD AND APPROPRIATE THE ODNR OUTDOOR DISCOVERY GRANT FOR THE NEW PARKS & RECREATION DEPARTMENT ARCHERY PROGRAM, AND DECLARING AN EMERGENCY.

Mr. Kairis stated that the item is a grant that the Parks and Recreation Dept. applied for and then received, adding that the ordinance is to allocate the money and start the program. There is a 25% match for the grant.

There being no further comments or questions.

- Motion to waive three separate readings by Mr. Calfee, 2<sup>nd</sup> by Ms. Wood- **All Ayes**
- Motion to adopt emergency clause by Mr. Harper, 2<sup>nd</sup> by Mr. Kairis- **All Ayes**
- Motion to pass Ordinance No. 2020-122 by Mr. Calfee, 2<sup>nd</sup> Ms. Wood- **All Ayes**

Ordinance 2020-122 was adopted.

**ORDINANCE NO. 2020-123** AN ORDINANCE TO APPROVE THE PURCHASE OF CYBER INSURANCE FROM AT-BAY INSURANCE SERVICES, LLC FOR THE SUM OF \$7,292.00, AND DECLARING AN EMERGENCY.

Mr. Huff stated that the item was discussed at both committee meetings and the At-Bay quote was determined to be the best combination of price and coverage for the newly added cyber insurance, adding that cyber insurance is an important aspect of our insurance program.

There being no further comments or questions.

- Motion to waive three separate readings by Ms. Wood, 2<sup>nd</sup> by Mr. Kairis- **All Ayes**
- Motion to adopt emergency clause by Ms. West, 2<sup>nd</sup> by Ms. Wood- **All Ayes**
- Motion to pass Ordinance No. 2020-123 by Mr. Harper, 2<sup>nd</sup> Mr. Kairis- **All Ayes**

Ordinance 2020-123 was adopted.

**ORDINANCE NO. 2020-124** AN ORDINANCE TO AUTHORIZE THE MAYOR TO ACCEPT THE 3<sup>RD</sup> FEDERAL CARES ACT CORONAVIRUS RELIEF DISTRIBUTION OF \$409,402.09 AND TO APPROPRIATE THE FUNDS, AND DECLARING AN EMERGENCY.

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Mr. Huff stated that the item was discussed at committee. The money has already been received and this will give the authority to appropriate it.

There being no further comments or questions.

- Motion to waive three separate readings by Mr. Calfee, 2<sup>nd</sup> by Ms. Wood- **All Ayes**
- Motion to adopt emergency clause by Ms. West, 2<sup>nd</sup> by Mr. Kairis- **All Ayes**
- Motion to pass Ordinance No. 2020-124 by Mr. Harper, 2<sup>nd</sup> Ms. West- **All Ayes**

Ordinance 2020-124 was adopted.

**ORDINANCE NO. 2020-125** AN ORDINANCE TO APPROPRIATE \$345,183.00 FROM FUND 407 TO FUND 670 TO REPAY THE WATER FUND FOR THE ENTERPRISE PARKWAY LOAN PRINCIPAL, AND DECLARING AN EMERGENCY.

Mr. Huff stated that it was talked about in committee and the ordinance is a result of refinancing the loan earlier in the year, adding that the funds will go back into the Water Fund. The future debt payments that will have to be paid on will come from assessments on the affected property owners for the project.

There being no further comments or questions.

- Motion to waive three separate readings by Ms. Wood, 2<sup>nd</sup> by Mr. Moskun- **All Ayes**
- Motion to adopt emergency clause by Ms. West, 2<sup>nd</sup> by Mr. Harper- **All Ayes**
- Motion to pass Ordinance No. 2020-125 by Mr. Kairis, 2<sup>nd</sup> Ms. Wood- **All Ayes**

Ordinance 2020-125 was adopted.

**ORDINANCE NO. 2020-126** AN ORDINANCE APPROVING THE TRANSFERS AND ADVANCES FOR THE MONTH OF SEPTEMBER 2020 LISTED ON EXHIBIT "A" ATTACHED HERETO, AND DECLARING AN EMERGENCY.

Mr. Huff stated that the item is normal advances from a grant that have to be paid back.

There being no further comments or questions.

- Motion to waive three separate readings by Mr. Harper, 2<sup>nd</sup> by Ms. Wood- **All Ayes**
- Motion to adopt emergency clause by Mr. Kairis, 2<sup>nd</sup> by Ms. West- **All Ayes**
- Motion to pass Ordinance No. 2020-126 by Mr. Calfee, 2<sup>nd</sup> Mr. Harper- **All Ayes**

Ordinance 2020-126 was adopted.

**Second Reading of Ordinances: None**

**Third Reading of Ordinances: None**

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**Old Business- None**

**New Business- None**

**Mayor's Remarks-**

The Mayor thanked Judy Watkins and her crew, and Ryan from the Chamber of Commerce for the Trick-or-Treat event at the City Park the previous Saturday. He stated that it worked beautifully and many of the parents asked that it be done again, along with the same format if it is needed at Easter time.

The Mayor stated that the plans for the Christmas setup and Midnight Madness are not fully developed due to the pandemic. He also stated that the Safety Officer, Tim Contant, is reminding employees to keep using precautions towards the virus.

Riddle Block No. 9 has been sold and it was transferred last week.

Work is being done toward getting 645 Chestnut St. demolished. The biggest problem is that the owner has died, his children want no part of the building and the City is having serious problems with people trying to live in it. The Mayor said that it is an attractive nuisance, and it is dangerous. There have been very few homeless in the downtown area for the past month.

Mr. Kluge thanked everyone for enduring the technical glitches. He spoke to Katie from Quality IP and Council meetings will be switching eventually from Zoom to Webex.

He also stated that everyone should still take the same precautions as were expressed in March towards the pandemic, such as sanitizing and wearing masks, because the numbers are starting to rise again.

Mr. Kluge reminded everyone that tomorrow is election day and to go out and vote.

Mr. Moskun asked if there was a prospective date to inform people regarding Midnight Madness and the Mayor stated that the information is being worked on.

Ms. West stated that she thinks that the community has done a great job at thinking outside the box. The Chamber of Commerce and Leeda Northeast did a great job with the scarecrow competition

There being no further business, the meeting adjourned at 7:49 P.M.

The next Regular Council Meeting is scheduled for Monday December 7<sup>th</sup>, 2020 at 7:00 P.M.

**ATTEST:**

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Clerk of Council

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Council President