



**Ravenna City Council  
Planning Committee Meeting Minutes  
January 11th, 2021**

**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=Q3PUOIFhh-4&t=2365s>**

Council present via Zoom: 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: Mayor Frank Seman; Law Director, Frank Cimino; Police Chief, Jeff Wallis; Fire Chief, Geoffrey Cleveland; Finance Director, Brian Huff; City Engineer, Bob Finney; Service Director, Kay Dubinsky; and Council Clerk, Chelsea Gregor

**Planning Committee Meeting was called to order at 6:19 P.M. by Chairperson, Rob Kairis**

**The first item was the annual contract for indigency representation.**

Mr. Kairis stated that the item is a yearly contract with the Portage County Public Defender to provide legal representation for people who are indigent. The contract has not changed. The cost is \$150 per charge, but it was uncertain at that time if it was each time the lawyer represents the client or for the entire process.

- The item was moved forward

**The second item on the agenda was authorization to apply for a grant through OPWC.**

Mr. Kairis stated that there is land available for purchase between the railroad tracks near Emerald Lake. He explained the history of the property and that the City did move forward with applying for a grant to purchase the property for use as a natural park. The City missed receiving the grant by one point and so by applying for the OPWC grant, it will help toward applying for the original grant which will improve the grant award odds. In conjunction the grants will help pay for the purchase of the property. There is no cost to the City to apply for the grants. Council members discussed a county pipe that runs through the property and stated that the Parks and Rec. Dept. would maintain the area if the City were awarded the grant to purchase the property.

- The item was moved forward

**The third item on the agenda was Design Review Board changes.**

The agenda item is tabled. Mr. Kairis added that he believes any changes should go before the Design Review Board Commission and that any changes should be delayed until in-person meetings can happen due to the need for a public hearing.

Mr. Finney stated that the changes came from the Design Review Board and that it is getting to be more difficult to find new members for the committee.

Ms. Wood inquired how notifications are sent out for open board seats which then lead Council to discuss how the public is notified and how to help improve the relay of information that board openings are available.

- The item was tabled

**The fourth item was an annual service contract with Quality Control Inspection, Inc.**

Mr. Kairis stated that the only change was a 3% increase to the regular hourly rate, and a 3% decrease to the overtime hourly rate.

Mr. Finney stated that the City has used Quality Control Inspection for use with construction because the City did not have the staff available, adding that the item means that the City will have a contract ready and available if the need for an inspection service arises for construction in the City.

- The item was moved forward

**The fifth item on the agenda was to discuss fences.**

Mr. Kairis stated that Mr. Finney sent revisions that he would like seen done with the fencing section of Codified Ordinance Chapter 1436. He stated that the item was inspired by a recent approval by the BZA of a barbed wire fence.

Mr. Finney stated that the City has a general fence code that does not differentiate between residential and commercial. He stated examples of changes that he felt would be improvements to the current fence code or would help to clarify things.

Mr. Kairis stated that Mr. Finney's notations for possible changes show that the fence section does need more development and that he is just explaining the general changes he would like to see made. His observations included fence and vegetation height and visibility at intersections.

Mr. Finney stated that his goal was to be able to have the common person to be able to read it and understand the rules and why.

Mr. Finney then discussed barbed wire fencing and stated that the code does not differentiate between residential and commercial and it can be installed as long as it is four feet high. He wants to differentiate it so that there is no barbed wire fence allowed in a residential area, or commercial areas that abut to residential areas.

Ms. Michael stated that the number of strands on the barbed wire fence should be considered as well. She explained that there was recently an issue where a barbed wire fence was approved by the BZA for a business that is in a residential neighborhood, adding that the homeowners are very upset.

Several residents signed a letter that was addressed to Council stating their disagreement and anger towards the approval to allow the barbed wire fence to be installed by the business owner in a residential area.

Mr. Kluge stated that the only possible change in the situation could be to reach out to the business owner and to kindly request to forgo the barbed wire.

Council discussed communication regarding the item and relaying further BZA items through the Clerk on to Council. It was stated to clarify that the decision to allow the barbed wire fence was through BZA and not Council, with several Council members stating their disapproval of the fence.

Mayor Seman explained for clarification that the fence in the discussion is a cyclone fence with a barbed wire top. He added that the BZA is an excellent board and that they are just as much a victim of the way the code is written, adding that there were members who aired their concerns with the Mayor prior to voting.

- The item was for discussion only

**There being no further business for discussion, the meeting adjourned at 7:16 P.M.**

**ATTEST:**

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**Clerk of Council**

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**Rob Kairis, Chairperson  
Planning Committee**