



**RAVENNA CITY COUNCIL
COMMITTEE OF THE WHOLE MEETING MINUTES
January 19th, 2021 at 7:00pm**

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=inLX729C3r0&t=506s>

The Committee of the Whole Meeting was called to order at 7:01 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 Captain, Mark Chapple; Finance Director, Brian Huff; City Engineer, Bob Finney; Service Director, Kay Dubinsky, Neal Hess and Council Clerk, Chelsea Gregor

The first item on the agenda was to approve the Committee of the Whole meeting minutes from December 21st, 2020.

- Motion to approve the December 21st, 2020 Committee of the Whole minutes by Ms. Michael, 2nd by Ms. Wood- **All Ayes**

The second item was a discussion about cyber security.

Mr. Kluge stated the item discussion is not new but is one of the largest concerns he has as Council President. He feels as if the subject is not taken as seriously as it should and if the City's network were to be compromised it could have devastating effects. Mr. Kluge stated that someone was potentially compromised recently through a phishing attack using email, adding that this is the third wave that something like this has happened resulting in discussions each time. The Advanced Threat Protection that the City recently purchased should be implemented soon if not already. Mr. Kluge has requested from Quality IP that 'Out of Network' banners be placed again on all emails that are received from out of the City's network. He is also requesting to have 'cyber security' on the Information Systems Committee agenda until he feels comfortable that the situation is under control.

Mr. Kluge stated that training classes for cyber security are still an option and that everyone should stay vigilant in maintaining awareness of the importance of cyber security.

Mr. Calfee stated to clarify that all emails that are not Ravenna.gov will have a banner stating that the email is coming from outside the network. Mr. Kluge stated that it should and that is what he is advocating for. Ms. West stated that she is familiar with that security method and that it is a helpful screening tool.

- The item was for discussion only

The third item was an ordinance to authorize the Mayor to apply for the 2020 FEMA assistance to firefighters grant.

Ms. Michael stated that the item is to apply for a \$70,000 grant for 20 sets of turnout gear for the Fire Dept. There is a 5% match for the grant.

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

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The fourth item was an ordinance to authorize the mayor to apply for the 2021 Fire Dept. equipment grant.

Ms. Michael stated that the grant cap is \$15,000 and that no match is required. The grant will be for turnout gear, helmets boots and gloves.

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

The fifth item was an ordinance to authorize the Mayor to donate 20 air packs to the Macedon Center Fire Dept.

Ms. Michael stated that the air packs will be expiring, but the Macedon Center Fire Dept. is able to use them for training and in return the Ravenna Fire Dept. will receive a monetary donation.

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

The sixth item was an ordinance authorizing the Mayor to enter into a contract with the Portage County Public Defender for indigency representation.

Mr. Kairis stated that the item is the annual contract with the City and that nothing has changed. The contract states that the City pays for the legal representation for any indigent person in the City who gets charged and cannot afford their own lawyer.

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

The seventh item was an ordinance authorizing the Mayor to apply for a grant through the OPWC Clean Ohio Conservation Fund.

Mr. Kairis explained that in late summer of 2020 City Council investigated the acquisition of property near Diamond St., which is referred to as Emerald Lake property. Council approved an appraisal of the property to then apply for a grant, which if awarded, the Parks and Rec. Dept. would use as a conservation style park. Neal Hess joined the meeting to explain the types of grants available and that by applying for the OPWC Clean Ohio Conservation Fund grant, the City could then re-apply for the original grant and improve the odds of it being awarded. Ms. Wood inquired about the appraisal results and Mr. Hess stated that he would get a copy to Ms. Watkins.

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

The eighth item was an ordinance to authorize the Mayor to enter into a contract with Quality Control Inspection, Inc.

Mr. Kairis stated that the item is another annual contract that the City has with a third party to do inspections. The only change is a 3% increase which makes the cost \$60 per hour.

Mr. Finney explained that the company works directly with contractors and then reports back to his department if there are any issues.

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

The ninth item was an ordinance authorizing the Mayor to enter into an agreement with the State of Ohio for the management of the RLF Funds.

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Ms. Wood stated that the item is a requirement with the Ohio Development Services Agency for the Economic Development Revolving Loan Fund, adding that the agreement is required for the program. Ms. Wood explained how the loans are able to be utilized in the community.

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

The fifteenth item was the approval of the December 2020 accounting transactions. (Advances and Transfers)

Mr. Huff stated that the item is a normal grant advance.

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

The eleventh item was a discussion item about traffic calming in the City of Ravenna.

Council discussed traffic calming as a way to reduce speeds without the use of additional stop signs, along with concerns about traffic accidents on Highland Ave. Mr. Kairis explained a recent accident on Highland Ave. and stated that the area has been the topic of conversation before. He stated that the area does not meet the criteria for an additional stop sign or stop light. Mr. Kluge suggested speed tables as an option to various streets and stated that it is an option that other cities are using, adding that Detroit is installing 4,500 throughout the city. Another option would be using paint as a way to bring more attention to crosswalks with the hopes of increasing visual notification to drivers and encouraging speed limits.

Mr. Kluge will be sending an AMATS (Akron Metropolitan Area Transportation Study) report to Council members to read through. Mr. Finney discussed some findings regarding speed studies with speed tables stating that they do work to slow traffic down.

The item will be moved to the Streets and Sidewalk Committee.

Ms. West stated her concern for pedestrian and bike safety.

Ms. Wood stated that she would like to explore the Safe Routes to Schools Program. It is a program with ODOT that could help schools receive non-infrastructure funding, the City would receive infrastructure funding and the funds could help with sidewalks, signage and paint.

- The item was for discussion only

There being no further business before Council, the meeting adjourned at 7:49 pm

ATTEST:

Clerk of Council

Council President