



**Ravenna City Council
Special Meeting Minutes
December 31st, 2020 at 9:00 am**

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=Oc9jcNPCOkw&t=557s>

The Special Meeting of Ravenna City Council was called to order at 9:07 am by Council President, Andrew Kluge.

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

Also attending the meeting via Zoom: Mayor Seman; Finance Director, Brian Huff; Assistant Finance Director, Tami Lorence; Service Director, Kay Dubinsky and Council Clerk, Chelsea Gregor

The Clerk read the Call to the Special Meeting stating the purpose of the meeting is to consider and/or act upon Ordinance 2020-140 accepting the minutes and recommendations of the TIRC, Ordinance 2020-141 authorizing a contract with Dennis West, Ordinance 2020-142 updating the annual payroll ordinance, Ordinance 2020-143 approving transfers and advance for November, Ordinance 2020-144 authorizing the Mayor to enter into contracts with Medical Mutual, Ordinance 2020-145 making temporary appropriations for 2021, Ordinance 2020-146 accepting the 4th CARES Act distribution, Ordinance 2020-147 accepting the distribution of income taxes for 2021, Ordinance 2020-148 adjusting the 2020 estimated revenues and appropriations, and Ordinance 2020-149 amending the codified ordinances, Part Two Section 220.09 Order of Business.

ORDINANCE NO. 2020-140 AN ORDINANCE ACCEPTING THE MINUTES AND RECOMMENDATIONS OF THE CITY OF RAVENNA TAX INCENTIVE REVIEW COUNCIL FOR THE 2019 ENTERPRISE ZONE COMPLIANCE REPORTS, ATTACHED HERETO AS EXHIBIT "A", AND DECLARING AN EMERGENCY.

Mr. Kairis stated that the item is a housekeeping item that needs approval by City Council.

- Motion to waive three separate readings by Mr. Moskun, 2nd by Ms. Michael- **All Ayes**
- Motion to adopt emergency clause by Mr. Calfee, 2nd by Ms. West- **All Ayes**
- Motion to pass Ordinance No. 2020-140 by Mr. Harper, 2nd Ms. Michael- **All Ayes**

Ordinance 2020-140 was accepted.

ORDINANCE NO. 2020-141 AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT WITH RAVENNA TOWNSHIP TRUSTEES AND DENNIS WEST TO PERFORM ECONOMIC DEVELOPMENT SERVICES, AND DECLARING AN EMERGENCY.

Ms. West stated that the renewal of Dennis West as Economic Development Director has been discussed and his contract is attached to the ordinance for Council inspection.

Mr. Calfee inquired as to how much money Mr. West has available for expenses and the Mayor stated he has approximately \$15,000 at his discretion.

Mr. Kairis addressed the use of City property by Mr. West, such as a laptop and cellphone, as a consultant who is not a City employee. It was discussed that the situation is more complex adding that he also works for the Township and Core Team.

- Motion to waive three separate readings by Ms. Michael, 2nd by Ms. West- **All Ayes**
- Motion to adopt emergency clause by Mr. Harper, 2nd by Ms. Wood- **All Ayes**
- Motion to pass Ordinance No. 2020-141 by Mr. Calfee, 2nd Ms. Michael- **All Ayes**

Ordinance 2020-141 was accepted.

ORDINANCE NO. 2021-142 AN ORDINANCE FIXING THE NUMBER OF EMPLOYEES OF THE CITY OF RAVENNA; ESTABLISHING A CLASSIFICATION PLAN; A SALARY SCHEDULE; FOR THE PERIOD JANUARY 1, 2021 THROUGH DECEMBER 31, 2021 IN ACCORDANCE WITH EXHIBIT "A" ATTACHED HERETO; REPEALING ALL ORDINANCES IN CONFLICT HEREWITH, AND DECLARING AN EMERGENCY.

Mr. Calfee stated that it is an annual ordinance that Council passes, and that the ordinance title explains the contents. It has been updated to reflect the new negotiated agreements along with a couple minor changes, including one administrative position and a uniform allowance increase for the Police and Fire Chiefs.

- Motion to waive three separate readings by Ms. Michael, 2nd by Ms. West- **All Ayes**
- Motion to adopt emergency clause by Ms. West, 2nd by Ms. Wood- **All Ayes**
- Motion to pass Ordinance No. 2020-142 by Mr. Harper, 2nd Ms. Michael- **All Ayes**

Ordinance 2020-142 was accepted.

ORDINANCE NO. 2020-143 AN ORDINANCE APPROVING THE TRANSFERS AND ADVANCES FOR THE MONTH OF NOVEMBER 2020 LISTED ON EXHIBIT "A" ATTACHED HERETO, AND DECLARING AN EMERGENCY.

Mr. Huff stated that the item is moving money back to the Water Fund from the Enterprise Parkway Project. It was originally borrowed internally because the City was in a bad bond situation, but that has now changed and money was borrowed from Hometown Bank to return the funds borrowed back to the Water Fund.

- Motion to waive three separate readings by Ms. Wood, 2nd by Ms. West- **All Ayes**
- Motion to adopt emergency clause by Mr. Calfee, 2nd by Ms. Michael- **All Ayes**
- Motion to pass Ordinance No. 2020-143 by Mr. Harper, 2nd Ms. Wood- **All Ayes**

Ordinance 2020-143 was accepted.

ORDINANCE NO. 2020-144 AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO THE NECESSARY CONTRACTS WITH MEDICAL MUTUAL OF OHIO FOR HOSPITALIZATION COVERAGE FOR THE PERIOD 01/01/2021 THROUGH 12/31/2021, AND DECLARING AN EMERGENCY.

Mr. Huff stated that Medical Mutual provides medical coverage to full time employees. The City is already in a contract with them adding that the ordinance would continue that contract.

- Motion to waive three separate readings by Ms. Michael, 2nd by Ms. Wood- **All Ayes**
- Motion to adopt emergency clause by Ms. West, 2nd by Ms. Michael- **All Ayes**
- Motion to pass Ordinance No. 2020-144 by Mr. Harper, 2nd Ms. Wood- **All Ayes**

Ordinance 2020-144 was accepted.

ORDINANCE NO. 2020-145 TEMPORARY APPROPRIATION ORDINANCE (OHIO REVISED CODE SECTION 5705.38): AN ORDINANCE MAKING TEMPORARY APPROPRIATIONS BY FUND AND BY DEPARTMENTS WITHIN FUNDS, AND PERSONAL SERVICES (PAYROLL) WITHIN DEPARTMENTS FOR THE FISCAL YEAR ENDING 12/31/2021, AS SET FORTH IN ATTACHED EXHIBIT "A", AND DECLARING AN EMERGENCY.

Mr. Huff stated that the item is the same budget that was voted on in July and will serve as the 2021 budget until Council decides on the permanent budget.

- Motion to waive three separate readings by Ms. Wood, 2nd by Ms. Michael- **All Ayes**
- Motion to adopt emergency clause by Mr. Calfee, 2nd by Ms. Wood- **All Ayes**
- Motion to pass Ordinance No. 2020-145 by Ms. Wood, 2nd Ms. West- **All Ayes**

Ordinance 2020-145 was accepted.

ORDINANCE NO. 2020-146 AN ORDINANCE TO AUTHORIZE THE MAYOR TO ACCEPT THE 4th FEDERAL CARES ACT CORONAVIRUS RELIEF DISTRIBUTION OF \$16,167.43 AND TO APPROPRIATE THE FUNDS, AND DECLARING AN EMERGENCY.

Mr. Huff stated that the item was discussed and that it is the 4th and final relief distribution for the year. The grand total amount received was \$935,329.56.

- Motion to waive three separate readings by Mr. Harper, 2nd by Ms. Wood- **All Ayes**
- Motion to adopt emergency clause by Ms. Wood, 2nd by Mr. Harper- **All Ayes**
- Motion to pass Ordinance No. 2020-146 by Mr. Harper, 2nd Ms. West- **All Ayes**

Ordinance 2020-146 was accepted.

ORDINANCE NO. 2020-147 AN ORDINANCE ACCEPTING THE DISTRIBUTION OF INCOME TAXES COLLECTED FOR THE PERIOD OF JANUARY 1, 2021 THROUGH DECEMBER 31, 2021 AS OUTLINED IN EXHIBIT “A”, AND DECLARING AN EMERGENCY.

Mr. Huff stated that the amount is the same and there have been no changes to the percentages.

It was stated that approximately 50% of the amount received goes into the General Fund.

- Motion to waive three separate readings by Mr. Kairis, 2nd by Ms. Wood- **All Ayes**
- Motion to adopt emergency clause by Mr. Michael, 2nd by Ms. West- **All Ayes**
- Motion to pass Ordinance No. 2020-147 by Mr. Harper, 2nd Mr. Calfee- **All Ayes**

Ordinance 2020-147 was accepted.

ORDINANCE NO. 2020-148 AN ORDINANCE ADJUSTING THE 2020 ESTIMATED REVENUES AND APPROPRIATIONS AS DETAILED IN SCHEDULE "A", AND DECLARING AN EMERGENCY.

Mr. Huff stated that it is an annual exercise to clean up the budget so that the City can be in compliance with the audit. Some examples are the 252 Fund and the 735 Fund that were adjusted due to a decrease in amounts used versus what was appropriated.

- Motion to waive three separate readings by Ms. Wood, 2nd by Mr. Kairis- **All Ayes**
- Motion to adopt emergency clause by Ms. Michael, 2nd by Ms. Wood- **All Ayes**
- Motion to pass Ordinance No. 2020-148 by Ms. Wood, 2nd Mr. Kairis- **All Ayes**

Ordinance 2020-148 was accepted.

ORDINANCE NO. 2020-149 AN ORDINANCE AMENDING THE CODIFIED ORDINANCES OF THE CITY OF RAVENNA, OHIO, PART TWO – ADMINISTRATION CODE; TITLE FOUR – LEGISLATION; CHAPTER 220 – COUNCIL BY AMENDING EXHIBIT A OF ORDINANCE NO. 2016-112 SECTION 220.09 ORDER OF BUSINESS, AND DECLARING AN EMERGENCY.

Mr. Kairis stated that there is a desire to add President of Council Remarks and Council Member Remarks to the Regular City Council meeting agenda prior to Mayor’s Remarks. He stated that an amendment is required to go through Council to add those two items.

- Motion to waive three separate readings by Mr. Harper, 2nd by Mr. Kairis- **All Ayes**
- Motion to adopt emergency clause by Mr. Calfee, 2nd by Ms. Michael- **All Ayes**
- Motion to pass Ordinance No. 2020-149 by Ms. West, 2nd Mr. Calfee- **All Ayes**

Ordinance 2020-149 was accepted.

There being no further business before Council, the meeting adjourned at 9:40 A.M.

ATTEST:

Clerk of Council

Council President