



**RAVENNA CITY COUNCIL
COMMITTEE OF THE WHOLE MEETING MINUTES
March 22, 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=9cSst6B0w8k&t=177s> and <https://www.youtube.com/watch?v=xZPOXLRFJPI>

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; Law Director, Frank Cimino; Police Chief, Jeff Wallis; Finance Director, Brian Huff; City Engineer, Bob Finney; Service Director, Kay Dubinsky, and Council Clerk, Chelsea Gregor

The first item on the agenda was to approve the Committee of the Whole meeting minutes from February 16, 2021.

- Motion to approve the February 16, 2021 Committee of the Whole minutes by Ms. Michael, 2nd by Ms. Wood- **All Ayes**

The second item was an ordinance to authorize the Mayor to apply for the 2021-2022 Ohio EMS Grant.

Ms. Michael stated that there is no match required for the grant and it is for equipment and supplies. The item was discussed at the prior Committee meeting.

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

The third item was an ordinance to adopt the 2021 Multi-Jurisdictional Hazard Mitigation Plan.

Ms. Michael stated that she spoke to the Safety Officer and that adopting the hazard mitigation plan will help the City to apply for and receive funds if damage or a disaster were to happen. There is no cost to the City to be a part of the Portage County Multi-Jurisdictional Hazard Mitigation Plan.

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

The fourth item was an ordinance authorizing the Mayor to enter into a contract with Conrad's Disposal, Inc.

Mr. Harper stated that the item is for the annual Spring Clean-up. Wards 1 & 2 will be on May 8th, Ward 3 on May 15th and Ward 4 on May 22nd, which are all Saturdays. The cost to the City will be \$240 per ton.

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

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The fifth item was an ordinance authorizing the Mayor to enter into a contract for Diamond/Mill St. resurfacing.

Mr. Harper stated that the cost of the project came in under budget at approximately \$280,000 and the City's share will be 20%. The project was also moved up from summer of 2022.

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

The sixth item was an ordinance authorizing the Mayor to advertise for bids for the Hillcrest, Zeta and Spruce water line project.

Mr. Moskun stated that the waterlines and hydrants will be replaced in those areas.

- 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 "People for Bikes" Grant.

Mr. Kairis stated that the Parks and Recreation Dept. is apply for a grant that would provide a bike rack and a bike fixing station at Chestnut Hill Park. It is a 50% matching grant, and the request is for \$3,650 towards the total \$7,300 project cost.

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

The eighth item was an ordinance to authorizing the Mayor to enter into a sponsor/site agreement with the Community Action Council.

Mr. Kairis stated that the item is an annual summer food program through the Parks and Recreation Dept. to feed children, or adults with disabilities.

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

The ninth item was an ordinance approving the codified ordinance updates.

Mr. Kairis stated that the item is an annual housekeeping item to approve the codified ordinance updates and changes.

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

The tenth item was an ordinance modifying the code sections in Chapter 1472 Administration, Enforcement and Penalty.

Mr. Kairis stated that the modifications are changes that were submitted by Mr. Finney regarding rental inspections and language changes that will allow the City to go through the court to file for a warrant to inspect properties if needed.

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

The eleventh item was an ordinance modifying code sections in Chapter 1476 Housing License Requirements.

Mr. Kairis stated that the item is similar to the previous code modification where language needed to be changed.

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

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The twelfth item was an ordinance authorizing the Mayor to enter into a revised HR Director contract.

Mr. Calfee stated that the item is the personal services contract for Heather Richkowski. He stated that everything in the contract remains the same as it has for the last 3 years, except that the compensation has increased from \$80,000 to \$90,000 per year. It is a one-year contract that automatically rolls over unless action is taken by either party.

Mr. Kairis stated that he wanted to address the item without too much detail and Mr. Kluge stated that he was hoping to get the Law Director on the meeting, adding that any discussion regarding the contract would be better suited for an executive session.

Ms. Michael inquired into the pay increase and asked if it was typical to increase contract renewals by \$10,000 or if it was a percentage increase.

Mayor Seman stated that over the last two negotiations salaries in the City have gone up 18%, adding that the HR Director increase is 12.5%.

There was a five-minute recess at 7:18 pm.

Mr. Kairis made a motion to go into executive session to discuss a personnel contract.

- Motion to go into Executive Session at 7:23 pm by Mr. Kairis, 2nd by Ms. West -
All Ayes

Council went into Executive Session to discuss personnel.

- Motion to come out of Executive Session at 7:44 pm by Mr. Moskun, 2nd by Ms. Michael- **All Ayes**
- All Council present responded in favor to move the item forward for legislation.

The thirteenth item was an ordinance to approve the 2021 permanent budget.

Mr. Huff stated that the item was discussed at the Committee meeting. There was one change since the meeting, adding that \$9,000 had to be added towards the new plow truck due to a change in the estimate that was received the year prior.

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

The fourteenth item was the approval of the February 2021 accounting transactions. (Advances and Transfers)

Mr. Huff stated that there was one advanced payback from 2020 that was made to the EMS Fund.

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

The fifteenth item was to discuss city-wide recycling options.

Mr. Kluge stated that he spoke to Council members individually over the weekend regarding the City's recycling and changes to the monthly cost. He stated that there is a possibility of looking into bids to try to find a cheaper rate for residents, adding that a public outdoor forum is a possibility to include residents in the discussion.

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Ms. Wood stated that she has received a lot of feedback from residents regarding the recycling cost increase with some expressing an interest in opting out of the recycling service.

Ms. Dubinsky stated that she spoke to Bill Steiner from Portage County Solid Waste, and the cost of recycling will raise to \$5.50 per unit effective July 1, 2021.

Mr. Kairis stated that the City signed a contract with Portage County Solid Waste in 2018 which states that the rate change must be mutually agreed upon. He added that the contract was amended in 2018 as a 5-year contract and the price was amended to \$2.50. In talking with the Law Director, Mr. Kairis stated that the rate must have mutual consent.

Mr. Calfee agreed with Mr. Kairis' statement regarding the contract, adding that either party has the ability to terminate the contract without cause on 90 days notice.

Mr. Dubinsky suggested doing a year-to-year contract with the County, adding that both parties need to be in agreement on the rate. She also stated that the Portage County Commissioners dictated to Portage County Solid Waste what the recycling fee increase was going to be.

Council members expressed concern towards exploring available options and meeting the best needs and wants of residents. Another concern is that companies who bid on recycling may be inclined to also want to include trash pick-up resulting in additional resident preferences and opinions.

Mr. Kluge reminded Council that Ravenna is not the only city dealing with the issue.

- The item was for discussion only

There being no further business before Council, the meeting adjourned at 8:04 pm

- Motion to adjourn at 8:04 pm Mr. Calfee, 2nd by Mr. Kairis- **All Ayes**

ATTEST:

Clerk of Council

Council President