



**Ravenna City Council
Regular Meeting Minutes
Monday May 3, 2021 at 7:00 pm**

The Regular Council Meeting was held via Zoom and was live streamed via YouTube:
https://www.youtube.com/watch?v=4Pz5_FWfCbQ

The Regular Council Meeting was called to order at 7:01 P.M. May 3, 2021 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, Amy Michael, Paul Moskun, Christina West, Matt Harper, Cheryl Wood, Rob Karis, and Tim Calfee.

Also in attendance were Mayor Frank Seman; Law Director, Frank Cimino; Police Chief, Jeff Wallis; Acting Fire Chief, Mark Chapple; City Engineer, Bob Finney; Service Director, Kay Dubinsky, and Council Clerk; Chelsea Gregor

Approval of the Minutes:

- Motion to approve the April 5, 2021 Regular Council meeting minutes by Ms. Michael, 2nd by Ms. Wood- **All Ayes**

Communications- None

Delegations from the Public- Bill Barber from Main Street Ravenna presented the Downtown District Plan to Council once again to review and explain the different ideas and suggestions. Mr. Barber presented transformative pictures in downtown spaces that showed beautification improvements of possible options focusing on areas to revitalize. He stated that all the renderings are just to create a vision and inspiration of what could be and are not set in stone. There is no funding for the projects at this time and Main Street Ravenna has been showing the Downtown District Plan to different entities in hopes that organizations will want to take part in helping it become a reality. There are different levels of complexity with the plans, but it was stated that the idea is to begin with 'low hanging fruit' and to create improvements starting with the easiest changes. One of those suggested projects was the back parking lot behind the Buckeye Mall. The renderings showed a renovated parking lot that included landscaping to help create a more appealing and approachable parking lot for visitors. Mr. Barber stated that the downtown drawings were to show Council what kind of improvements could be made with hopes that it does not just sit on a shelf, adding that feedback or suggestions regarding the proposed improvements were welcomed.

Report of Officials: Mr. Huff explained that the information can be difficult to gather on the first Monday of the month and so reports will be a month behind from now on.

Report of Committees: Committee meetings start @ 5:30 PM 5/17/2021

Utilities: Mr. Moskun stated that there will be one item relating to the waterline project.

Information Systems (IS): Ms. West stated that there will be one item on the agenda.

Planning: Mr. Kairis stated that there were seven items on the agenda for that evening and is unsure about any items for the committee meeting.

Committee of the Whole: Mr. Kluge stated that the next Committee of the Whole meeting is Monday May 24, 2021 at 7:00 pm.

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Public Health & Safety: Ms. Michael stated that there was one item on the agenda, and she stated that she usually has an item but will find out closer to the meeting date.

Streets & Sidewalks: Mr. Harper stated that there is nothing on the agenda, but he will have a Committee meeting.

Personnel: Mr. Calfee stated that there are no plans to have a committee meeting.

Community & Economic Development: Ms. Wood stated that there were five items on the agenda and the committee meeting is to be determined.

Cemetery: Mr. Moskun stated that there is nothing new at this time.

Parks & Recreation: Mr. Calfee stated that 270 children and their families attended the Easter Eggstravaganza, adding that it was well received and well planned out.

The tower lodge project is moving along, and the storage rooms have been completed.

The new sports coordinator, Bruce Pyles, has been hired and is replacing Kyle in the Parks and Recreation Department.

Spring sports are doing well, especially soccer with over 100 participants.

All the plots at the community gardens at Chestnut Hill have all been reserved, which also includes the raised beds.

First Reading of Ordinances:

ORDINANCE NO. 2021-039 AN ORDINANCE TO APPROPRIATE \$8,000.00 FROM FORFEITURES AND SEIZURES TO FUND 237, AND DECLARING AN EMERGENCY.

Ms. Michael stated that it was talked about in committee.

There being no further comments or questions.

- Motion to waive three separate readings by Ms. Wood, 2nd by Ms. Michael- **All Ayes**
- Motion to adopt emergency clause by Ms. Michael, 2nd by Ms. West- **All Ayes**
- Motion to pass Ordinance No. 2021-039 by Ms. Wood, 2nd Mr. Kairis- **All Ayes**

Ordinance 2021-039 was adopted.

ORDINANCE NO. 2021-040 AN ORDINANCE ACCEPTING A DONATION OF \$10,000 AND MISCELLANEOUS USED SOFTBALL EQUIPMENT FROM THE RAVENNA SOFTBALL ORGANIZATION, INC. FOR USE IN THE PARKS & RECREATION DEPARTMENT, AND DECLARING AN EMERGENCY.

Mr. Kairis stated that the Ravenna Softball Organization has decided to donate \$10,000 and, new and used miscellaneous softball equipment worth \$2,398. He thanked them for the kind and generous donation.

There being no further comments or questions.

- Motion to waive three separate readings by Mr. Calfee, 2nd by Ms. West- **All Ayes**
- Motion to adopt emergency clause by Mr. Harper, 2nd by Mr. Calfee- **All Ayes**
- Motion to pass Ordinance No. 2021-040 by Ms. Michael, 2nd Ms. Wood- **All Ayes**

Ordinance 2021-040 was adopted.

ORDINANCE NO. 2021-041 AN ORDINANCE AUTHORIZING THE MAYOR TO APPLY FOR A \$100,000.00 KUBOTA HOMETOWN PROUD GRANT PROGRAM, AND DECLARING AN EMERGENCY.

Mr. Kairis stated that the Parks and Recreation Department is working hard to get grants for the City. He said that it is called a grant, but it is more like a giveaway and the project would include the use of equipment from Kubota. The \$100,000 would be used to correct drainage at the baseball fields at Havre's Woods Park, and if there is enough funding left over, they will create a storybook walk within the current trail.

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There being no further comments or questions.

- Motion to waive three separate readings by Mr. Calfee, 2nd by Ms. Wood- **All Ayes**
- Motion to adopt emergency clause by Ms. Wood, 2nd by Mr. Kairis- **All Ayes**
- Motion to pass Ordinance No. 2021-041 by Ms. Michael, 2nd Ms. Wood- **All Ayes**

Ordinance 2021-041 was adopted.

ORDINANCE NO. 2021-042 AN ORDINANCE AUTHORIZING THE MAYOR TO APPLY FOR THE NATUREWORKS 27TH ROUND ODNR GRANT, AND DECLARING AN EMERGENCY.

Mr. Kairis stated that the project cost of \$64,000 is just a quote to be used for the grant and that they are not required to go with the vendor. Since the project cost is over \$50,000 it will need to be bid out. The grant will pay up to 75% of the project cost.

There being no further comments or questions.

- Motion to waive three separate readings by Mr. Calfee, 2nd by Ms. Michael- **All Ayes**
- Motion to adopt emergency clause by Mr. Harper, 2nd by Mr. Moskun- **All Ayes**
- Motion to pass Ordinance No. 2021-042 by Ms. Wood, 2nd Mr. Kairis- **All Ayes**

Ordinance 2021-042 was adopted.

ORDINANCE NO. 2021-043 AN ORDINANCE AUTHORIZING THE UTILIZATION OF RLF FUNDS IN AN AMOUNT NOT TO EXCEED \$50,000 FOR PLAYGROUND IMPROVEMENTS AT THE CAC YOUTH AND FAMILY CENTER, AND DECLARING AN EMERGENCY.

Ms. Wood stated that the item is the Kiwanis and Community Action Council partnership to improve the playground and make it ADA compliant. It was discussed thoroughly at Committee and Committee of the Whole. The amount is not to exceed \$50,000 with a 50/50 match from the partnership, as well as the need for them to take care of the previous paperwork on the property. A lien will be placed on the property with no payments, no interest and due upon sale or transfer of the property.

There being no further comments or questions.

- Motion to waive three separate readings by Mr. Calfee, 2nd by Mr. Kairis- **All Ayes**
- Motion to adopt emergency clause by Mr. Kairis, 2nd by Mr. Moskun- **All Ayes**
- Motion to pass Ordinance No. 2021-043 by Mr. Harper, 2nd Ms. Wood- **All Ayes**

Ordinance 2021-043 was adopted.

ORDINANCE NO. 2021-044 AN ORDINANCE AUTHORIZING THE APPLICATION FOR THE 2021 COMMUNITY HOUSING IMPACT AND PRESERVATION (CHIP) PROGRAM GRANT FUNDS; AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH PORTAGE COUNTY, THE CITY OF STREETSBORO AND NEIGHBORHOOD DEVELOPMENT SERVICES FOR THE IMPLEMENTATION OF THE GRANT, IF AWARDED, AND DECLARING AN EMERGENCY.

Ms. Wood stated that the ordinance is for the 2021 CHIP Grant with up to a maximum of \$1,050,000 to be split among the City of Ravenna, the City of Streetsboro and Portage County, with Ravenna taking the lead as the administrating authority on the program. The funds are to help owner occupied households with home repairs and full house rehabs.

There being no further comments or questions.

- Motion to waive three separate readings by Mr. Calfee, 2nd by Ms. West- **All Ayes**
- Motion to adopt emergency clause by Ms. Wood, 2nd by Mr. Kairis- **All Ayes**
- Motion to pass Ordinance No. 2021-044 by Mr. Harper, 2nd Mr. Moskun- **All Ayes**

Ordinance 2021-044 was adopted.

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ORDINANCE NO. 2021-045 AN ORDINANCE ACCEPTING THE RECOMMENDATIONS AND MINUTES OF THE CITY OF RAVENNA TAX INCENTIVE REVIEW COUNCIL FOR THE 2020 ENTERPRISE ZONE COMPLIANCE REPORTS, ATTACHED HERETO AS EXHIBIT "A", AND DECLARING AN EMERGENCY.

Ms. Wood stated that it is a housekeeping item, and it is a requirement for us to have the Enterprise Zones and the CRA's. It is an annual meeting with review of the organizations, companies and businesses that are currently receiving those benefits.

There being no further comments or questions.

- Motion to waive three separate readings by Mr. Calfee, 2nd by Ms. West- **All Ayes**
- Motion to adopt emergency clause by Ms. Michael, 2nd by Mr. Kairis- **All Ayes**
- Motion to pass Ordinance No. 2021-045 by Mr. Kairis, 2nd Mr. Harper- **All Ayes**

Ordinance 2021-045 was adopted.

ORDINANCE NO. 2021-046 AN ORDINANCE AUTHORIZING THE MAYOR TO REAPPROVE THE COMMUNITY REINVESTMENT AREA AGREEMENT WITH NEIGHBORHOOD DEVELOPMENT SERVICES FOR RAVENNA 7 MOVIES, AND DECLARING AN EMERGENCY.

Ms. Wood stated that it is an annual housekeeping requirement to make sure they are complying with CRA requirements. It was reviewed at a special CRA Housing Council meeting, along with the Committee and Committee of the Whole meetings.

There being no further comments or questions.

- Motion to waive three separate readings by Mr. Calfee, 2nd by Mr. Moskun- **All Ayes**
- Motion to adopt emergency clause by Ms. Michael, 2nd by Mr. Kairis- **All Ayes**
- Motion to pass Ordinance No. 2021-046 by Mr. Harper, 2nd Ms. Wood- **All Ayes**

Ordinance 2021-046 was adopted.

ORDINANCE NO. 2021-047 AN ORDINANCE AUTHORIZING THE MAYOR TO APPROVE THE COMMUNITY REINVESTMENT AREA APPLICATION FOR RIDDLE BLOCK 9, LLC, AND DECLARING AN EMERGENCY.

Ms. Wood stated that Riddle Block 9 is in the current community reinvestment area and they have applied for CRA benefits.

The Mayor stated that there are a couple of other approvals that need to come along with the CRA for Riddle Block 9, including from the County and the State. The CRA will be finalized only after the owners decide that they want to go through with the CRA and its fees.

There being no further comments or questions.

- Motion to waive three separate readings by Mr. Harper, 2nd by Mr. Calfee- **All Ayes**
- Motion to adopt emergency clause by Ms. Wood, 2nd by Ms. West- **All Ayes**
- Motion to pass Ordinance No. 2021-047 by Mr. Kairis, 2nd Ms. Wood- **All Ayes**

Ordinance 2021-047 was adopted.

Second Reading of Ordinances:

ORDINANCE NO. 2021-035 AN ORDINANCE AMENDING THE CODIFIED ORDINANCES OF THE CITY OF RAVENNA, PART 14 – BUILDING AND HOUSING CODE – TITLE EIGHT – HOUSING AND PROPERTY MAINTENANCE CODE; CHAPTER 1472 – ADMINISTRATION, ENFORCEMENT AND PENALTY, AS DESCRIBED IN EXHIBIT "A".

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Mr. Kluge stated that there will be a public hearing held on June 7th at 6:45pm.

Mr. Kairis stated that this ordinance and the next ordinance are to help with housing inspections and gives the City the opportunity to go to court to get an order.

Mr. Finney stated that because of a recent court case in Bedford the City has modified its ordinances to prevent being sued for issues with the Fourth Amendment.

Mr. Cimino and Mr. Finney went through related court cases regarding inspections, along with both modifications relating to Ordinance 2021-035 and Ordinance 2021-036.

ORDINANCE NO. 2021-036 AN ORDINANCE AMENDING THE CODIFIED ORDINANCES OF THE CITY OF RAVENNA, PART 14 – BUILDING AND HOUSING CODE – TITLE EIGHT – HOUSING AND PROPERTY MAINTENANCE CODE; CHAPTER 1476 – HOUSING LICENSE REQUIREMENTS, AS DESCRIBED IN EXHIBIT “A”.

Mr. Kluge stated that there will be a public hearing held on June 7th at 6:45pm.

Third Reading of Ordinances:

ORDINANCE NO. 2021-021 AN ORDINANCE AMENDING THE CODIFIED ORDINANCES OF THE CITY OF RAVENNA, PART 12 – PLANNING AND ZONING CODE – TITLE SIX – ZONING; CHAPTER 1266 – DISTRICTS GENERALLY AND ZONING MAP, SECTION 1266.03 – ZONING MAP BY REZONING PROPERTIES LOCATED SOUTH OF MAIN STREET ALONG SYCAMORE STREET AND WEST ALONG NORTH SPRUCE STREET, AS DESCRIBED IN EXHIBIT “A”.

Mr. Finney stated that the intent of the zoning map change is to change the industrial land that is between the central business district and the commercial, to C1 status. There is currently a business proposal on the table that is commercial use, and in reviewing the area zoning map he discovered that it was considered industrial use behind the catholic church. He stated that an industrial business could have potentially occupied that space resulting in possible noise and odor, so he felt it was conducive to change the zoning to commercial.

There being no further comments or questions.

- Motion to pass Ordinance No. 2021-021 by Ms. Wood, 2nd Mr. Moskun- **All Ayes**

Ordinance 2021-021 was adopted.

ORDINANCE NO. 2021-022 AN ORDINANCE AMENDING THE CODIFIED ORDINANCES OF THE CITY OF RAVENNA, PART 14 – BUILDING AND HOUSING CODE – TITLE SIX – MISCELLANEOUS BUILDING REGULATIONS; CHAPTER 1436 – FENCES, WALLS AND HEDGES, AS DESCRIBED IN EXHIBIT “A”.

There being no further comments or questions.

- Motion to pass Ordinance No. 2021-022 by Ms. West, 2nd Mr. Kairis- **All Ayes**

Ordinance 2021-022 was adopted.

Old Business- None

New Business- None

President of Council Remarks-

Mr. Kluge stated that he sent out via email a recycling agreement letter to Council that will be sent out to Portage County Solid Waste Director, Bill Steiner. It is requesting to formalize the recycling rate increase by having approval from the City in the form of an ordinance confirming the increase, otherwise the City expects the rate to stay as it is.

Mr. Cimino stated that the contract with the County calls for mutual consent to change the recycling fee rate.

Mr. Kairis stated that as a procedural matter, Council members did provide an endorsement with the required number of signatures to put it on the agenda that evening.

- Motion to endorse the letter with the signatures of Council by Mr. Kairis, 2nd Ms. Michael- **All Ayes**

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Mr. Kluge stated that he has a proclamation signed by the Mayor for 'Public Service Recognition Week'.

- Motion to endorse Public Service Recognition Week by Mr. Kairis, 2nd Ms. Wood- **All Ayes**

Ms. Michael stated that the week prior was Secretary's Day and she wanted to thank the Council Clerk and all the other secretaries that serve throughout the City.

Council Member Remarks-

Ms. Michael- Ms. Michael stated that she and Ms. West will continue to meet regarding the Safety Committee that they have established for the safety survey. They will be consulting with Chief Wallis and then bringing it back to Council.

Ms. West- No Comment

Ms. Wood- Ms. Wood thanked the Ravenna Softball Organization for their wonderful donation and she is excited and hopeful for the Parks and Recreation softball program to get back to what it had been in the past.

Mr. Moskun- No Comment

Mr. Kairis- Mr. Kairis wanted to remind everyone that the Spring Clean-up is this weekend for Wards 1 & 2. He also stated that he read a news article from Cincinnati and said that certain members of their Council got into trouble because of how they treated text messaging. He reminded Council to be mindful when using email or texting involving City business. Mr. Kairis stated that Art on Main will be held on August 7th, 2021.

Mr. Harper- No Comment

Mr. Calfee- No Comment

Mr. Kluge stated that there was one item missing from the agenda which was the downtown Wi-Fi which did not require Council vote since the funds were already placed into the budget.

Mayor's Remarks- Mayor Seman stated that there was an article in the Record-Courier stating that the veterans do not plan on celebrating Memorial Day as they have in the past. There will be a small ceremony on the courthouse steps and another one at the cemetery, adding that there will be no parade.

Ms. Michael stated that they did not have the help that they have had in years past resulting in their decision.

The Mayor stated that he will attend that day and write up a proclamation for it.

Mayor Seman stated that the City needs to establish the CRA for the Sycamore Street area. He said that it is looking as if it will be an 'L' shape and will extend to Grant St. to incorporate houses so that it will help qualify the area.

Ms. Wood stated that the month of May is National Military Appreciation Month, which includes days to celebrate the military such as Armed Forces Day, Military Spouse Appreciation Day, Silver Star Service Banner Day and Victory in Europe Day.

There being no further business, the meeting adjourned at 8:26 pm

- Motion to adjourn at 8:26 pm by Ms. West, 2nd Mr. Kairis- **All Ayes**

The next Regular Council Meeting is scheduled for Monday June 7, 2021 at 7:00 pm

There will be a public hearing held at 6:45 pm

ATTEST:

Clerk of Council

Council President