



**Ravenna City Council
Regular Meeting Minutes
Monday September 7, 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=x15Aa2SxWil> ,
<https://www.youtube.com/watch?v=qZcu48p-L6Q> , and
<https://www.youtube.com/watch?v=BXQ3xyysK0Q>

The Regular Council Meeting was called to order at 7:00 P.M. September 7, 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, 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, Finance Director, Brian Huff; Council Clerk, Chelsea Gregor; Cliff Soudil, Larry Silenius, James M. Carrozzi, Eve Francis, Steven Farhat and Diane Smith

- Motion to excuse Mr. Harper by Ms. Michael, 2nd by Mr. Moskun- **All Ayes**

Approval of the Minutes:

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

Communications- Council received a Thank You card from the Wert Family.

Delegations from the Public- None

Report of Officials: Council received the Report of Officials.

Acting Chief Chapple stated that the Ravenna City Fire Department was awarded the 2020 Assistance to Firefighters Grant through FEMA. The amount awarded was \$44,742.86 and the City must put in a 5% match which is \$2,237.14. The funds will be used for new turnout gear in the Fire Department.

- Motion to approve the Report of Officials by Ms. Michael, 2nd by Mr. Kairis- **All Ayes**

Report of Committees: Committee meetings start @ 5:30 PM 9/13/2021

Utilities: Mr. Moskun stated that there will be two items for next week.

Information Systems (IS): Ms. West stated that a meeting is to be determined.

Planning: Mr. Kairis stated that there was one item on the agenda for that evening and there will be a meeting next week.

Committee of the Whole: Mr. Kluge stated that the next Committee of the Whole meeting is Monday September 20, 2021, at 7:00 pm.

Public Health & Safety: Ms. Michael stated that a meeting is to be determined.

Streets & Sidewalks: A meeting is to be determined.

Personnel: Mr. Calfee stated that there will be no meeting next week.

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Community & Economic Development: Ms. Wood stated that there is one item on the agenda and a committee meeting is to be determined.

Cemetery: Mr. Moskun stated that Mark Gabriel is currently waiting on quotes to replace the bridge and that there has been a back log on companies that are able to get materials. He is also getting a quote to take down some necessary trees in the cemetery.

Parks & Recreation: Mr. Calfee stated that the second session of summer camp has concluded with 114 participants. He stated that Camp Supervisor, Melissa Morris, flawlessly, and without hesitation performed the Heimlich maneuver on one of the campers. She had received training just before the summer camp session began and did a great job at stepping up to the emergency. The 5th Annual Chalk Fest will be held on Saturday, September 11th from 12pm- 3pm at the courthouse lawn area.

The Rock the Lot event will be held on September 20th and it will feature Pound and Chicks with Sticks. They are two popular classes that are held at the Parks and Rec. Dept., and they will be having a drum-off in the parking lot.

Judy Watkins is looking for volunteers to help her with upcoming events.

First Reading of Ordinances:

ORDINANCE NO. 2021-073 AN ORDINANCE AUTHORIZING THE MAYOR TO APPLY FOR A SPECIAL RESURFACING PROGRAM GRANT THROUGH AMATS TO RESURFACE SOUTH PROSPECT STREET IN 2023, AND DECLARING AN EMERGENCY.

There being no further comments or questions.

- Motion to waive three separate readings by Ms. Wood, 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. 2021-073 by Ms. Wood, 2nd Ms. West- **All Ayes**

Ordinance 2021-073 was adopted.

ORDINANCE NO. 2021-074 AN ORDINANCE APPROPRIATING FUNDS NOT TO EXCEED \$40,000 FROM THE SEWER FUND FOR EQUIPMENT REPAIRS IN THE WASTEWATER TREATMENT PLANT, AND DECLARING AN EMERGENCY.

Mr. Moskun stated that the repair is for a blower which is a necessary piece of equipment at the Wastewater Treatment Plant, adding that the blower will be rebuilt.

There being no further comments or questions.

- Motion to waive three separate readings by Mr. Kairis, 2nd by Mr. Moskun- **All Ayes**
- Motion to adopt emergency clause by Ms. Michael, 2nd by Ms. Wood- **All Ayes**
- Motion to pass Ordinance No. 2021-074 by Ms. West, 2nd Mr. Kairis- **All Ayes**

Ordinance 2021-074 was adopted.

ORDINANCE NO. 2021-075 AN ORDINANCE APPROPRIATING \$8,000.00 FROM THE WATER FUND FOR SURVEYING COSTS FOR FUTURE WATER LINE PROJECTS, AND DECLARING AN EMERGENCY.

Mr. Moskun stated that the money will be appropriated for surveying costs for future water line projects. He said that in addition to waterlines, fire hydrants will be replaced as well.

There being no further comments or questions.

- Motion to waive three separate readings by Ms. Wood, 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. 2021-075 by Ms. Wood, 2nd Ms. West- **All Ayes**

Ordinance 2021-075 was adopted.

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ORDINANCE NO. 2021-076 AN ORDINANCE AMENDING ORDINANCE NO. 2020-142 BY AMENDING EXHIBIT "A" SECTION VI – PARKS & RECREATION DEPARTMENT, SUBSECTION (a) BY ADDING ONE (1) FULL-TIME ASSISTANT PARK SUPERVISOR, AND DECLARING AN EMERGENCY.

A full-time Assistant Park Supervisor position will be re-established in the Parks and Rec. Dept.

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. West, 2nd by Mr. Moskun- **All Ayes**
- Motion to pass Ordinance No. 2021-076 by Ms. Wood, 2nd Ms. West- **All Ayes**

Ordinance 2021-076 was adopted.

ORDINANCE NO. 2021-077 AN ORDINANCE AMENDING ORDINANCE NO. 2020-142 BY AMENDING EMPLOYEE PAY RANGES AS SHOWN IN EXHIBIT "A", AND DECLARING AN EMERGENCY.

Mr. Calfee stated that the ordinance will amend the employee pay ranges for 7 administrative and supervisory employees that have been discussed and are shown in exhibit A, adding that the adoption of the ordinance is recommended.

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. Calfee, 2nd by Ms. West- **All Ayes**
- Motion to pass Ordinance No. 2021-077 by Ms. West, 2nd Mr. Kairis- **All Ayes**

Ordinance 2021-077 was adopted.

ORDINANCE NO. 2021-078 AN ORDINANCE TO APPROPRIATE \$43,556.60 IN PAYROLL FUNDS AS SHOWN IN EXHIBIT "A", AND DECLARING AN EMERGENCY.

Mr. Huff stated that the ordinances go along with the prior two ordinances to appropriate payroll funds for the remainder of 2021 as shown in exhibit A.

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. Calfee, 2nd by Mr. Moskun- **All Ayes**
- Motion to pass Ordinance No. 2021-078 by Mr. Calfee, 2nd Mr. Kairis- **All Ayes**

Ordinance 2021-078 was adopted.

ORDINANCE NO. 2021-079 AN ORDINANCE AUTHORIZING THE MAYOR TO SIGN THE ADDENDUM FOR THE 2019 COMMUNITY HOUSING IMPACT AND PRESERVATION PROGRAM (CHIP), AND DECLARING AN EMERGENCY.

Ms. Wood stated that the addendum is due to the restrictions that have been put on the contractors in homes during the pandemic which has caused delays in finishing rehabilitation projects.

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. West, 2nd by Ms. Wood- **All Ayes**
- Motion to pass Ordinance No. 2021-079 by Ms. Wood, 2nd Ms. West- **All Ayes**

Ordinance 2021-079 was adopted.

RESOLUTION NO. 2021-080 A RESOLUTION ACCEPTING THE AMOUNTS AND RATES AS DETERMINED BY THE PORTAGE COUNTY BUDGET COMMISSION AND AUTHORIZING THE NECESSARY TAX LEVIES AND CERTIFYING THEM TO THE COUNTY AUDITOR.

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Mr. Huff stated that the resolution is required by the Ohio Revised Code annually and is important for the City audits and for receiving the City's property tax money.

- Motion to pass Resolution No. 2021-080 by Ms. Michael, 2nd Ms. Wood- **All Ayes**

Resolution 2021-080 was adopted

Second Reading of Ordinances:

ORDINANCE NO. 2021-062 AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH THE PORTAGE COUNTY SOLID WASTE MANAGEMENT DISTRICT, FOR THE COLLECTION OF RECYCLABLE MATERIALS WITHIN THE CITY OF RAVENNA, AND DECLARING AN EMERGENCY.

Mr. Kluge stated that nothing has changed, and it is his recommendation to move it on to third reading.

- The ordinance was moved on to third reading

ORDINANCE NO. 2021-063 AN ORDINANCE AMENDING THE CODIFIED ORDINANCES OF THE CITY OF RAVENNA, PART 10 – STREETS, UTILITIES AND PUBLIC SERVICES; TITLE SIX – OTHER PUBLIC SERVICES; CHAPTER 1062 – COLLECTION OF RECYCLABLE MATERIALS; SECTION 1062.11 – COLLECTION RATES; BY ADJUSTING THE MONTHLY RECYCLING COLLECTION RATE TO \$8.50, AND DECLARING AN EMERGENCY.

There was no further comment from Council.

- The ordinance was moved on to third reading

ORDINANCE NO. 2021-066 AN ORDINANCE AMENDING THE CODIFIED ORDINANCES OF THE CITY OF RAVENNA, OHIO, PART FOURTEEN – BUILDING AND HOUSING CODE; TITLE SIX – MISCELLANEOUS BUILDING REGULATIONS, CHAPTER 1434 – DESIGN REVIEW DISTRICT, AS SHOWN IN EXHIBIT A.

Mr. Kairis stated that the plan is move the ordinance on to third reading to vote on next month. There were some changes that were voted on by the Design Review Commission that have been forwarded and an additional set of recommendations to change the code by Ravenna resident Larry Silenius. Mr. Kairis stated that his plan for the Committee meeting for September 13th is to present the changes that present the code with all the embedded changes and allow for the Committee to decide which changes they would like to push forward for a vote by Council in October. He said that he suggested that the Design Review Commission discuss the changes and then send them to Council. The next Design Review Commission meeting will be Thursday September 9th from 10am- 11am in Council Chambers.

In response to Ms. Wood's question, Mr. Kairis stated that Council will sift through the proposed changes to solidify what will be moved forward for a vote at the October Council meeting.

Mr. Finney stated that Design Review will vote on Mr. Silenius' changes on Thursday and suggested that Council attend the meeting to help with Council's questions regarding the suggested items.

Mr. Soudil addressed Mr. Kairis' process on bringing forth the Design Review Committee changes continually throughout each reading of the ordinance and suggested that it may have been better to have presented them from the first reading of the ordinance.

Mr. Kairis stated that not all the changes had been prepared in a codified fashion and he had not met with the Design Review Commission yet but that all the items have been presented and discussed at the Committee meetings.

Mr. Soudil stated that he believes the process could have run more efficiently if the Design Review Committee were to have attended some of the Council meetings where the items were discussed. He expressed his frustration and stated that he sees Council going through a process that he doesn't see occur at Council in other subjects.

Mr. Kairis explained that Council will be going through a vetting process with the items.

Mr. Kluge interjected and stated that regardless of his opinion on the process the focus is to move forward with going back to Design Review. He stated that Council has Mr. Kairis' edits, Mr. Silenius' suggestions and then Council will have a culmination of Design Reviews suggestions so that Council can base their decision on all three factors.

- The ordinance was moved on to third reading

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Third Reading of Ordinances: None

Old Business- None

New Business- None

President of Council Remarks- None

Council Member Remarks

Ms. Michael- No Comment

Mr. Kairis- No Comment

Mr. Moskun- No Comment

Mr. Calfee- No Comment

Ms. West- Ms. West stated that there is a Spaghetti Dinner Fundraiser on Wednesday September 15th for the Wert Family at the F.O.P. Hall from 4pm-8pm.

Ms. Wood- Ms. Wood stated that the Ravenna Chamber of Commerce did a fantastic job of putting on the Raven Awards at the high school stadium, adding that it helped to unite the community. She said that the Chamber also held a golf outing that she attended. Ravenna Nutrition set up a table at the Raven Awards where they sold a Ravenna Raven tea and a Kent Rough Rider tea for game week, adding that the Raven tea is now a permanent choice at Ravenna Nutrition. She commended Ravenna Nutrition and the Chamber for the wonderful things that they are doing for the community.

Mayor's Remarks-

Mayor Seman stated that the Balloon-A-Fair is still looking for balloon sponsors and participants for the parade.

The Mayor addressed the project that NDS is working on at 218 W. Main St. and stated that John McFarland has put in time and effort towards a packet of suggestion towards the project. He wanted to acknowledge Mr. McFarland's efforts and say that he will make sure the information gets delivered to the meeting and gets some consideration.

Mayor Seman stated that there were a few positive circumstances regarding Ravenna City employees that were shared recently. He read a letter from the company who installed the new water meters, Ferguson Waterworks.

“Dear City of Ravenna,

As your project comes to a close, we would like to send a special thanks to you for partnering with us on your 2021 Meter Project- it has been our most successful project to date. Installing 5,500 meters in a city will always bring challenges, especially during the Covid-19 pandemic. The investment made for this project will gain huge rewards, especially since the system was installed without any major hiccups and completed 30 days ahead of schedule. Humbly, we cannot take all the credit for this. We give credit to the team at the City of Ravenna that answered our calls every time something came up, the city was a true partner every step of the way. On top of that, our subcontractors constantly referenced how enjoyable it was to be part of this project thanks to your team's efficiency in the following scenarios:

- When plumbing was questionable and we felt that it put the homeowner(s) at risk, your team was there within minutes.
- When it was time to learn the Harmony Software so you could have the tools needed to manage your new investment, your team was committed to making a smooth transition.
- When the necessary trainings needed to be scheduled to ensure the entire staff understood the new system, this too went seamlessly.

Again, we truly admire the leadership, organization, and commitment of your team. You should be proud of the team representing the City of Ravenna.

(Contact information was provided by the company)

Thank you for trusting in us,
Your Ferguson Team”

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Mayor Seman stated that he received a letter from Victor V. Vigluicci's office and read it to Council.

“Dear Chief Wallis,

It is my distinct pleasure to inform you what a fine job your department did in the above-captioned case. Due to your staff's detailed approach to a difficult case, the defendant was convicted of Attempted Murder with a Repeat Violent Offender Specification. As a result, Boggs was sentenced to 12 to 17 ½ years in the Ohio State Penitentiary.

I would certainly like to compliment your entire department, especially Detective Duane Kaley, Captain Jake Smallfield, Officer Josh Twigg, Officer Dominic Nicolino, Officer Scott Paolucci, Officer Brock Wise, and Officer Scott Krieger. These law enforcement officers should be recognized for their investigation and continual support through final disposition. These men did an excellent job in swiftly piecing together a very violent and grisly stabbing that involved an elderly autistic man.

These officers should be commended for their commitment to violent crimes, within our community. Certainly, the uniform officers should be acknowledged for their rapid response in seeking medical attention to the victim who had suffered a four-inch neck laceration, exposing his epiglottis all the way back to the posterior of his throat. In fact, the victim had lost 3 points of blood and was essentially drowning on his blood. Doctors indicated if it hadn't been for the speedy response of police and EMS, the victim would have died. It is truly by the grace of God that the victim survived. I'd like to also recognize the responding officers for quickly identifying a suspect in this case, because of their smart police work, a swift apprehension of a dangerous repeat violent offender was possible.

In addition, I would like to also acknowledge Detective Duane Kaley, who always gives me 100% on all his investigations. Kaley investigated this case as a murder, and he followed all the proper police protocol a case of this magnitude deserves. Kaley did an excellent job in locking witnesses into statements as well as interrogating the defendant. Kaley has a great talent in establishing a good rapport with witnesses and defendant's alike, and ultimately, Kaley was able to lead a career criminal to the path of making incriminating statements against his interests. Those statements proved invaluable to the investigation, as the victim would later exhibit reluctance to cooperate. Kaley should be honored for his astute investigative abilities, his continued work ethic, and dedication to criminal investigations.

Lastly, I would like to thank Captain Jake Smallfield for extracting data from a witness's cell phone, that data proved priceless in identifying the perpetrator as well as the defendant's true intent for stabbing the victim. Smallfield does an awesome job in cellphone extractions and interpretations and has amazing leadership skills!

Thank you, Chief Wallis for providing the State of Ohio such able law enforcement officers. I was certainly happy to encounter such a hardworking and disciplined team.

Very Truly Yours,

Connie J. Lewandowski
Assistant Senior Prosecuting Attorney”

Mayor Seman stated that the Police and Fire Departments are doing their job in city, and they deserve recognition.

In addition, Mayor Seman was approached by a citizen and was told about a circumstance where a firefighter, Justin Deluke, was called out for a false alarm at a residence. In discovering the fire detector did not work in the elderly resident's home, he reset the breaker so that the fire detector could work again, which was above and beyond the call of duty.

Mayor Seman stated that the Ravenna Safety Forces do these kinds of services every day for the community, and they deserve a lot of credit.

Mr. Kluge stated that Council is going to request an executive session and said that is everything on the agenda and nothing else will be discussed after Council comes out of session.

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- Motion to go into executive session at 7:44pm to discuss pending legal matters by Mr. Kairis, 2nd by Ms. West- **All Ayes**

Council went into executive session with the Law Director to discuss pending legal matters.

- Motion to come out of executive session at 7:52pm by Ms. Michael, 2nd by Mr. Moskun- **All Ayes**

There being no further business, the meeting adjourned at 7:53 P.M.

- Motion to adjourn by Ms. Michael, 2nd Ms. West- **All Ayes**

The next Regular Council Meeting is scheduled for Monday, October 4, 2021, at 7:00 P.M.

ATTEST:

Clerk of Council

Council President