



**Ravenna City Council
Regular Meeting Minutes
Monday November 1, 2021, at 7:00 pm**

The Regular Council Meeting was held in person and was live streamed via YouTube:
<https://www.youtube.com/watch?v=g69uoHogpaU>

The Regular Council Meeting was called to order at 7:00 P.M. November 1, 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, Finance Director, Brian Huff; Council Clerk, Chelsea Gregor, Fire Captain, Ryan Hall; Safety Officer, Tim Contant; Parks & Rec. Director, Judy Watkins, Melissa Morris, Larry Morris, Larry Silenus, Cliff Soudil, James M. Carrozzi, David Dix, William Barber, Nick Dudek and Diane Smith

Approval of the Minutes:

- Motion to approve the October 4, 2021, Regular Council meeting minutes by Mr. Harper, 2nd by Ms. Wood- **All Ayes**

Award Presentation for Melissa Morris-

Ravenna Fire Captain Ryan Hall introduced himself to Council and stated that he has been teaching CPR classes for the City for 15 years. Captain Hall has worked with the City's Safety Officer, Tim Contant, on getting the CPR program together for City employees and making sure they stay up to date on their certifications. He explained that it was important to recognize Melissa Morris, and that Mr. Contant has worked hard on preparing the presentation. Captain Hall explained that Melissa Morris was hired as a seasonal Parks and Rec. employee who attended a CPR class in July where she learned CPR and the Heimlich maneuver. She was working at the summer camp a month later when she noticed that a 6-year-old child was having choking issues. She performed the Heimlich maneuver, expelled the breathing obstruction, and the child was able to breathe again. Captain Hall stated that if she hadn't stepped in, it would have been a much different scenario, adding that she did a fantastic job stepping up to the job. She was presented with a plaque and a round of applause.

Communications- A letter and brick street preservation information binder was given to Council from Thomas Halay to help them plan the repaving of South Freedom St.

Delegations from the Public- None

Report of Officials: Council received the Report of Officials.

Acting Chief Chapple stated that a few members of the Fire Dept. are going to South Dakota to do the final inspection on the new fire truck. They will then bring it to southern Ohio for additional work and he hopes that the new fire truck will be done by December 1st.

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

Report of Committees: Committee meetings start @ 5:30 PM 11/15/2021

Utilities: Mr. Moskun stated that there will be nothing on the Committee agenda at the present time, but that could change.

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Information Systems (IS): Ms. West stated that there was one item on the agenda, and nothing planned for next week.

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

Committee of the Whole: Mr. Kluge stated that the next Committee of the Whole meeting is Monday November 22, 2021, at 7:00 pm.

Public Health & Safety: Ms. Michael stated that there was one item on the agenda, and she is unsure about a committee meeting.

Streets & Sidewalks: Mr. Harper stated that there was nothing for consideration that evening but that there will be a meeting on the 15th.

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

Community & Economic Development: Ms. Wood stated that there is one item on the agenda and Mayor Seman stated that there will be a meeting on the 15th.

Cemetery: Mr. Moskun stated that \$10,000 has been allocated for tree removal and that \$9,500 will be spent on removing hazardous trees in the cemetery between now and mid-December. There will be 25 trees planted in different areas in the cemetery to replace the trees that will be removed.

Mr. Harper stated that the Cemetery Board has tentatively approved the layout for the roads in the back, new section of the cemetery. The area will be surveyed soon and once he has a definite diagram, he will bring it in to share with Council.

Parks & Recreation: Mr. Calfee stated that the archery program has begun and has been filled up completely, adding that the waiting list has also filled up completely. Only the introductory class is being offered but there has been interest in the intermediate and adult archery classes. He stated in a long-range plan they are looking into building a permanent archery range at City Park, which will also include batting cages and ax throwing lanes.

Mr. Calfee stated that Bubble Soccer has begun and the Halloween Drive-thru program on October 30th had a good turnout.

The Chestnut Hills Park got an improvement recently. The bridge was destroyed but the Parks & Rec. Dept. were able to salvage some of the boards and repurpose them into large park benches inside the playground area.

At Havre's Woods and City Park the Sherriff's Dept. provided workers from the inmate training program to come out and paint benches, picnic tables, pavilions, signs, and playground equipment. There were a total of 6 men over the course of 3 days with over 140 service hours. Mr. Calfee stated that they did an excellent job and Parks & Rec. hopes to schedule them for some work in the spring.

First Reading of Ordinances:

ORDINANCE NO. 2021-087 AN ORDINANCE AUTHORIZING THE MAYOR TO ACCEPT THE OHIO EMS GRANT AWARD IN THE SUM OF \$3,628.63 FROM THE OHIO DEPARTMENT OF PUBLIC SAFETY, AND DECLARING AN EMERGENCY.

Ms. Michael stated that the ordinance is accepting the money and no match is required.

There being no further comments or questions.

- Motion to waive three separate readings by Ms. Michael, 2nd by Mr. Harper- **All Ayes**
- Motion to adopt emergency clause by Ms. Michael, 2nd by Ms. West- **All Ayes**
- Motion to pass Ordinance No. 2021-087 by Mr. Harper, 2nd Ms. Michael- **All Ayes**

Ordinance 2021-087 was adopted.

ORDINANCE NO. 2021-088 AN ORDINANCE AUTHORIZING THE MAYOR TO APPLY FOR THE 2021 AKRON CLEVELAND ASSOCIATION OF REALTORS GRANT, AND DECLARING AN EMERGENCY.

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Ms. Michael stated that the item was talked about in committee, and nothing has changed. The ordinance is to receive authorization to apply for a grant for the 9/11 Memorial project. There being no further comments or questions.

- Motion to waive three separate readings by Mr. Harper, 2nd by Ms. West- **All Ayes**
- Motion to adopt emergency clause by Ms. Michael, 2nd by Mr. Moskun- **All Ayes**
- Motion to pass Ordinance No. 2021-088 by Ms. West, 2nd Mr. Kairis- **All Ayes**

Ordinance 2021-088 was adopted.

ORDINANCE NO. 2021-089 AN ORDINANCE AUTHORIZING THE MAYOR TO SUBMIT AN APPLICATION FOR OHIO PUBLIC WORKS COMMISSION FUNDING (OPWC) FOR THE STATE ROUTE 14 WATER TANK PROJECT, FURTHER AUTHORIZING THE MAYOR, IN THE EVENT THE APPLICATION IS APPROVED, TO EXECUTE CONTRACTS TO PARTICIPATE IN FUNDING OF THE CITY'S LOCAL SHARE FOR THE SUBJECT OPWC PROJECT, AND DECLARING AN EMERGENCY.

Mr. Moskun stated that the water tank has always been referred to as the "GE Standpipe". The project includes removal of the water tank, and the acquisition of a new water tank that will be in another location that has yet to be determined, adding that a possible location is the City Park. There being no further comments or questions.

- 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 Ms. West- **All Ayes**
- Motion to pass Ordinance No. 2021-089 by Ms. Michael, 2nd Ms. Wood- **All Ayes**

Ordinance 2021-089 was adopted.

ORDINANCE NO. 2021-090 AN ORDINANCE AUTHORIZING THE MAYOR TO SUBMIT AN APPLICATION FOR OHIO PUBLIC WORKS COMMISSION FUNDING (OPWC) FOR THE PAGE AND SCRANTON STREET WATER LINE PROJECT, FURTHER AUTHORIZING THE MAYOR, IN THE EVENT THE APPLICATION IS APPROVED, TO EXECUTE CONTRACTS TO PARTICIPATE IN FUNDING OF THE CITY'S LOCAL SHARE FOR THE SUBJECT OPWC PROJECT, AND DECLARING AN EMERGENCY.

Mr. Moskun stated that the item is to replace the water line on Page St., between Riddle and Main St., which will include hydrant and water valve replacements. The water line project will also include Scranton St. between Mechanic and Main St. The project is set to begin next spring. 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. 2021-090 by Mr. Harper, 2nd Mr. Kairis- **All Ayes**

Ordinance 2021-090 was adopted.

ORDINANCE NO. 2021-091 AN ORDINANCE APPROPRIATING \$7,000.00 FROM THE WATER FUND FOR SURVEYING COSTS FOR PRATT STREET, AND DECLARING AN EMERGENCY.

Mr. Moskun stated the item is to appropriate \$7,000 so that Pratt St. can be surveyed for the water line project next year.

There being no further comments or questions.

- Motion to waive three separate readings by Ms. Michael, 2nd by Mr. Harper- **All Ayes**
- Motion to adopt emergency clause by Ms. West, 2nd by Ms. Wood- **All Ayes**
- Motion to pass Ordinance No. 2021-091 by Ms. Wood, 2nd Mr. Kairis- **All Ayes**

Ordinance 2021-091 was adopted.

ORDINANCE NO. 2021-092 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.

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Mr. Moskun stated that the item is to keep the city's recycling, which is picked up every two weeks. The contract will run for 18 months and then renew continuously every 12 months unless either party wishes to leave the contract.

Ms. Dubinsky stated that beginning January 1st, Portage County will no longer be servicing apartments with over three units due to past issues with recycling contamination. She said that she will be submitting a tracking sheet for the committee meetings to amend Section 1062 to adjust the collection rates for those who will not be receiving recycling services. Instead of paying the \$8.50 collection fee, they will be paying \$3.00.

Mr. Kluge stated to clarify that although the contract mentions mobile home parks, the city currently does not have any inside the city limits.

The Law Director stated to clarify Mr. Kairis' question of the contract wording, and that it will renew continuously after the initial 18-month contract. The contract states a 60-day notice for either party to terminate the contract and a 90-day notice to increase the recycling rate.

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. Wood, 2nd by Mr. Harper- **All Ayes**
- Motion to pass Ordinance No. 2021-092 by Ms. West, 2nd Ms. Wood- **All Ayes**

Ordinance 2021-092 was adopted.

RESOLUTION NO. 2021-093 A RESOLUTION ENDORSING THE RAVENNA DOWNTOWN DISTRICT PLAN AS COMMISSIONED BY MAIN STREET RAVENNA AND PREPARED BY JASON KENTNER AS A CONCEPTUAL PLAN IMPROVING DOWNTOWN RAVENNA.

Mr. Kairis stated that he presented the resolution at the Committee of the Whole meeting and there were some adjustments made. He said that the resolution is to endorse the Downtown District Plan. He added that the plan won a prestigious Award for Excellence in Planning and Analysis by the Ohio Chapter of the American Society of Landscape Architects, and he added a 'Whereas' in the resolution indicating the award.

- Motion to pass Resolution No. 2021-093 by Mr. Calfee, 2nd Ms. Michael- **All Ayes**

Resolution 2021-093 was adopted.

ORDINANCE NO. 2021-094 AN ORDINANCE AUTHORIZING THE MAYOR TO APPROVE THE COMMUNITY REINVESTMENT AREA APPLICATION FOR 228 SOUTH SYCAMORE STREET, AND DECLARING AN EMERGENCY.

Ms. Wood stated that the item is in excess of \$11 million dollars in improvements to 228 South Sycamore St. The earlier request of a 100% tax abatement has been amended to a 50% tax abatement instead for a total of 12 years. The property owner wants to begin renovations beginning December 1st and his marketing plans and designs for the building are now allowed to be made public. The CRA paperwork will still need to be approved by the county and the state.

- Motion to waive three separate readings by Mr. Harper, 2nd by Mr. Moskun- **All Ayes**
- Motion to adopt emergency clause by Ms. West, 2nd by Ms. Wood- **All Ayes**
- Motion to pass Ordinance No. 2021-094 by Ms. Wood, 2nd Mr. Kairis- **All Ayes**

Ordinance 2021-094 was adopted.

ORDINANCE NO. 2021-095 AN ORDINANCE TO APPROPRIATE AN AMOUNT NOT TO EXCEED \$3,000.00 TO CREATE A COMMUNITY SURVEY BY FULL SPECTRUM MEDIA FROM FUND 101, AND DECLARING AN EMERGENCY.

Ms. West stated that the item is another avenue for residents to be able to provide positive feedback or concerns about the community.

- Motion to waive three separate readings by Ms. Michael, 2nd by Ms. Wood- **All Ayes**
- Motion to adopt emergency clause by Mr. Harper, 2nd by Ms. West- **All Ayes**
- Motion to pass Ordinance No. 2021-095 by Ms. West, 2nd Ms. West- **All Ayes**

Ordinance 2021-095 was adopted.

Second Reading of Ordinances: None

Third Reading of Ordinances: None

Old Business- None

New Business- None

President of Council Remarks- Mr. Kluge stated that tomorrow is election day. He will be working the poll and reminded everyone to vote.

Council Member Remarks

Mr. Harper- No Comment

Ms. Michael- Ms. Michael wanted to thank Bob Finney and Mike Wells for doing a good job with handling issues that have come up with houses and properties that have required clean up. She emphasized that the City has a strong crew that is trying to clean up some of the neighborhoods where there are issues.

Ms. Michael thanked the Parks and Rec. Dept. and stated that a lot of people were impressed with the turnout at Saturday's event, adding that there were not long lines.

Mr. Kairis- Mr. Kairis wished everyone present on the ballot good luck and encouraged people to get out and vote.

Mr. Moskun- Mr. Moskun reminded everyone that voting is a privilege that not everyone in the world is able to do and encouraged everyone to utilize their freedom to vote.

Mr. Calfee- No Comment

Ms. West- Ms. West stated that voting is between 6:30am and 7:30pm. She stated that she enjoyed volunteering on Saturday, and she received a lot of positive feedback from people who were passing out candy.

Ms. Wood- Ms. Wood encouraged everyone to get out and vote, and wished everyone good luck who was on the ballot.

She also thanked Judy Watkins for the great job that the Parks and Rec. Dept. has done, Bob Finney for answering her calls, and the police and fire who were out enjoying the crowds of children trick-or-treating and keeping everything calm.

Mr. Kluge stated that he wanted to congratulate Council Clerk Chelsea Gregor on her work with 'The Main Street Mile'. There was a ribbon cutting that multiple Council members attended, and it was a big project that they were all excited about.

Mayor's Remarks- Mayor Seman stated that the City is suffering in terms of hiring just like everyone else in the world. Mr. Finney has interviewed someone, and the job has been offered, adding that they are waiting on background checks in order to move forward.

Eric Hummel will be donating the city Christmas tree that will be coming the week before Thanksgiving. The Fire Dept. will be helping to put the lights on the tree.

Mayor Seman stated that tomorrow is an important election day and stated that there are a number of issues that deserve votes, including a renewal levy for the schools and a new levy for the library. He stated that there has been concern from a local business owner about food trucks and where they set up, adding that he will bring this to Council to look at it.

Veterans Day is November 11th and there will be a ceremony on the courthouse lawn at 11:00am. Mayor Seman wished everyone running in the election good luck tomorrow.

There being no further business, the meeting adjourned at 7:42 P.M.

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

The next Regular Council Meeting is scheduled for Monday, December 6, 2021, at 7:00 P.M.

ATTEST:

Clerk of Council

Council President