



**Ravenna City Council
Regular Meeting Minutes
Monday December 6, 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=wpFsKGf7Xj8>

The Regular Council Meeting was called to order at 7:01 P.M. December 6, 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, 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, Council Clerk; Chelsea Gregor, Larry Silenius, and Cliff Soudil

- Motion to excuse Mr. Kairis and Mr. Harper by Ms. Michael, 2nd by Ms. West- **All Ayes**
- Mr. Harper joined the meeting after roll call

Approval of the Minutes:

- Motion to approve the November 1, 2021, Regular Council meeting minutes by Ms. Wood, 2nd by Ms. West- **All Ayes**

Communications- A letter from the Ohio Ethics Commission verifying elected officials.

Delegations from the Public- None

Report of Officials: Council received the Report of Officials.

The Fire Department report showed higher cases of Covid compared to the month prior.

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

Report of Committees: Committee meetings start @ 5:30 PM 12/13/2021

Utilities: Mr. Moskun stated that there is nothing for the committee meeting.

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

Planning: There is an item on the agenda for that evening.

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

Public Health & Safety: Ms. Michael stated that there were several items on the agenda, and there will probably be a committee meeting.

Streets & Sidewalks: Mr. Harper stated that there was one item for consideration and a meeting will be determined for committee.

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 a committee meeting is to be determined.

Ravenna City Council Meeting Minutes
December 6, 2021
Page Two (2).

Cemetery: Mr. Moskun stated that they will be having a special meeting that coming Thursday to vote on the 2022 insurance for employees.

Mr. Harper stated that they are working on the budget for next year and said that the city and township appropriations for the cemetery will go up compared to last year.

Parks & Recreation: Mr. Calfee stated that the first restitution payment has been received from the damage that was done at the Chestnut Hills Park. The person was identified by the cameras that were installed within the past year.

First Reading of Ordinances:

ORDINANCE NO. 2021-097 AN ORDINANCE ACCEPTING THE 2021 PATRICK LEAHY BULLETPROOF VEST PARTNERSHIP IN THE SUM OF \$2,985.00, AND DECLARING AN EMERGENCY.

Ms. Michael stated that the item was discussed at committee.

There being no further comments or questions.

- Motion to waive three separate readings by Mr. Harper, 2nd by Ms. Michael- **All Ayes**
- Motion to adopt emergency clause by Ms. Michael, 2nd by Ms. Wood- **All Ayes**
- Motion to pass Ordinance No. 2021-097 by Ms. West, 2nd Ms. Wood- **All Ayes**

Ordinance 2021-097 was adopted.

ORDINANCE NO. 2021-098 AN ORDINANCE AUTHORIZING THE MAYOR TO APPLY FOR THE 2022 FEMA ASSISTANCE TO FIREFIGHTERS GRANT , AND DECLARING AN EMERGENCY.

Acting Chief Chapple stated that they are going try to get funding for a vehicle for the new Fire Inspector position.

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. Wood- **All Ayes**
- Motion to pass Ordinance No. 2021-098 by Mr. Harper, 2nd Ms. Wood- **All Ayes**

Ordinance 2021-098 was adopted.

ORDINANCE NO. 2021-099 AN ORDINANCE AUTHORIZING THE MAYOR TO APPLY FOR A JOINT GRANT WITH THE PORTAGE COUNTY EMA FOR MARCS RADIOS, AND DECLARING AN EMERGENCY.

Ms. Michael stated that the item is for a partnership with the Portage County EMA for MARCS radios. The older, still functioning MARCS radios can then be given to the Police Department.

There being no further comments or questions.

- Motion to waive three separate readings by Ms. Wood, 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. 2021-099 by Mr. Harper, 2nd Ms. Michael- **All Ayes**

Ordinance 2021-099 was adopted.

ORDINANCE NO. 2021-100 AN ORDINANCE TO APPROPRIATE \$150,000.00 FROM THE PAVING FUND AND TO AUTHORIZE THE MAYOR TO ADVERTISE FOR BIDS FOR THE HIGHLAND AVE., CLEVELAND RD. AND SYCAMORE ST. TRAFFIC SIGNAL REPLACEMENT, AND DECLARING AN EMERGENCY.

Mr. Harper stated that the item is being done for safety upgrades for safety vehicles, pedestrians, and a through fair from the bike trail to downtown.

There being no further comments or questions.

- 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. 2021-100 by Ms. Wood, 2nd Mr. Harper- **All Ayes**

Ordinance 2021-100 was adopted.

Ravenna City Council Meeting Minutes
December 6, 2021
Page Three (3).

ORDINANCE NO. 2021-101 AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT WITH PORTAGE COUNTY FOR A LICENSE TO OPERATE WATER READING EQUIPMENT AT THE PORTAGE COUNTY PUMP STATION LOCATED AT 4481 HAYES RD., AND DECLARING AN EMERGENCY.

Mr. Moskun stated that the item is for water meter reading equipment that is going to operate much more efficiently which will help the Utility Department.

There being no further comments or questions.

- Motion to waive three separate readings by Ms. West, 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. 2021-101 by Mr. Harper, 2nd Ms. Michael- **All Ayes**

Ordinance 2021-101 was adopted.

ORDINANCE NO. 2021-102 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 1062.02- DEFINITIONS, SECTION 1062.07- PLACING RECYCLABLE MATERIAL FOR COLLECTION, AND SECTION 1062.11- COLLECTION RATES, AND DECLARING AN EMERGENCY.

Mr. Moskun stated that the item is referring to the recycling contract change between the City and Portage County which will be an 18-month contract starting January 1, 2022.

It was explained that changes were made to the city codified ordinance and are reflected in the ordinance.

There being no further comments or questions.

- Motion to waive three separate readings by Mr. Harper, 2nd by Mr. Moskun- **All Ayes**
- Motion to adopt emergency clause by Ms. Wood, 2nd by Ms. West- **All Ayes**
- Motion to pass Ordinance No. 2021-102 by Ms. Wood, 2nd Ms. West- **All Ayes**

Ordinance 2021-102 was adopted.

ORDINANCE NO. 2021-103 AN ORDINANCE TO APPROPRIATE \$95,000.00 AND AUTHORIZE THE MAYOR TO ADVERTISE FOR THE MERIDIAN ST. PARKING LOT REPAVING PROJECT, AND DECLARING AN EMERGENCY.

Mr. Kluge stated that he spoke to Mr. Kairis, and he is in support of the project.

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 Mr. Calfee, 2nd by Ms. West- **All Ayes**
- Motion to pass Ordinance No. 2021-103 by Mr. Harper, 2nd Mr. Calfee- **All Ayes**

Ordinance 2021-103 was adopted.

ORDINANCE NO. 2021-104 AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT WITH THE PORTAGE COUNTY PUBLIC DEFENDER TO DEFEND INDIGENT DEFENDANTS CHARGED WITH CRIMES IN THE CITY OF RAVENNA FOR THE YEAR 2022, AND DECLARING AN EMERGENCY.

Mr. Kluge stated that the item is an annual housekeeping ordinance.

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. 2021-104 by Ms. Wood, 2nd Mr. Calfee- **All Ayes**

Ordinance 2021-104 was adopted.

ORDINANCE NO. 2021-105 AN ORDINANCE TO APPROPRIATE \$200,000 IN RLF FUNDS FOR DEVELOPMENT AT CHESTNUT COMMERCE CENTER, AND DECLARING AN EMERGENCY.

**Ravenna City Council Meeting Minutes
December 6, 2021
Page Four (4).**

Ms. Wood stated that the item is to assist a future economic development project that is coming into the city. They are unrestricted RLF funds and there will be not a recapture. 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. Wood, 2nd by Mr. Moskun- **All Ayes**
- Motion to pass Ordinance No. 2021-105 by Ms. Michael, 2nd Mr. Harper- **All Ayes**

Ordinance 2021-105 was adopted.

ORDINANCE NO. 2021-106 AN ORDINANCE ADJUSTING THE 2021 PAYROLL AND PAYROLL RELATED APPROPRIATIONS AS NEEDED, AND DECLARING AN EMERGENCY.

Mr. Huff stated that it is an annual item that was discussed in committee, and it needs to be done for audit purposes.

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 Mr. Calfee, 2nd by Mr. Moskun- **All Ayes**
- Motion to pass Ordinance No. 2021-106 by Mr. Calfee, 2nd Ms. Michael- **All Ayes**

Ordinance 2021-106 was adopted.

Second Reading of Ordinances: None

Third Reading of Ordinances: None

Old Business- None

New Business- None

President of Council Remarks- Mr. Kluge reminded Council that the end of year meeting will be held on December 30th at 9:00am and if anyone has questions on 2022 committees to let him know.

Council Member Remarks

Ms. Wood- Ms. Wood congratulated the Senior Civics class on a job well done with the downtown project. They created QR Codes that link to a website to give historical and current information on select buildings downtown.

Ms. West- Ms. West thanked the City and the Chamber of Commerce for everything that they did for Midnight Madness. She said everything went well and it was amazing to see so many people downtown. Ms. West stated that the Parks and Recreation Department did a Selfie Elfie station at the Tower Lodge that she highly recommends. They did a fantastic job, and it was nice way to get good family photos.

Mr. Calfee- No Comment

Mr. Moskun- No Comment

Ms. Michael- Ms. Michael stated that on Thursday morning students from the Brown Middle School art class will be coming to help decorate the courthouse lawn at the Christmas tree. She thanked Ryann at the Chamber of Commerce for her work with Midnight Madness and the Balloon A-Fair parade downtown.

Mr. Harper- Mr. Harper thanked Mr. Dudek for his coffee mug mementos to Council.

Mayor's Remarks- Mayor Seman stated that there was a lot of unwanted press after Midnight Madness because of the appearance of the Christmas tree, adding that they left out the positive addition of the horse carriage, the hay wagon, and the ice sculpture. He said that people were still taking pictures in front of the tree regardless and that people have come forward to make lemonade out of lemons.

Mayor Seman said that the pandemic is kicking up and people's patience are down. Masks will continue to be used and the Fire Department is experiencing exposure to Covid.

**Ravenna City Council Meeting Minutes
December 6, 2021
Page Five (5).**

Mayor Seman stated that there is an anonymous donor who would like to pay for the trees that will be installed for the new parking lot project on Meridian St. The cost is estimated at \$25,000-\$30,000.

Brian Hare from Main Street Ravenna came in to see Mayor Seman to explain their financial situation and to request an increase in the City's annual contribution. He will be coming to the Planning Committee meeting to address Council.

Mayor Seman stated that Main Street Ravenna will be hosting their Winter Writing Festival in February and that people from all over come to attend.

A local business, Performance Elastomers, has been sold to a Georgia based company.

Mayor Seman stated that there was an article in the Ohio Municipal League that proposed legislation regarding the police and fire retirement programs be raised to 26 ½ % from the current base amount of 19%. The change, if passed, will have to be worked into the City's budget.

Mr. Kluge stated that there are two legal issues that need to be addressed and an executive session has been requested.

Ms. West made a motion to go into executive session to discuss two pending legal issues.

- Motion to go into Executive Session at 7:35 pm by Ms. West, 2nd by Ms. Wood - **All Ayes**

Council went into Executive Session to discuss two pending legal issues.

- Motion to come out of Executive Session at 8:20 pm by Ms. West, 2nd by Ms. Wood- **All Ayes**

There being no further business, the meeting adjourned at 8:20 P.M.

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

The next Regular Council Meeting is scheduled for Monday, January 3, 2021, at 7:00 P.M.

ATTEST:

Clerk of Council

Council President