



**Ravenna City Council
Regular Meeting Minutes
Monday February 7, 2022, at 7:00 pm**

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

The Regular Council Meeting was called to order at 7:00 P.M. February 7, 2022, 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, Matt Harper, Rob Kairis, Cheryl Wood, and Tim Calfee.

Also in attendance: Mayor Frank Seman; Law Director, Frank Cimino; Police Chief, Jeff Wallis; Acting Fire Chief, Mark Chapple; Finance Director, Brian Huff; Council Clerk; Chelsea Gregor, Cliff Soudil, Steven Farhat, Larry Silenius, and Diane Smith

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

Approval of the Minutes:

- Motion to approve the December 30, 2021, Special Council meeting minutes and the January 10, 2022 Regular Council meeting minutes by Ms. Michael, 2nd by Mr. Kairis- **All Ayes**

Communications- There were four letters of endorsement for the DORA from West Main Street Winery & Brewery, Tavern 1888, Bar 130 and the Cimmarron.

A Letter from the Ohio Ethics Commission reminding elected officials to file their financial disclosures.

A thank you letter from Main Street Ravenna for the City's financial contribution.

A letter from the Mental Health and Recovery Board addressing a possible dispensary.

Delegations from the Public- None

Report of Officials: Acting Chief Chapple stated that the new fire truck should be in on February 14th.

- 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 2/14/2022

Utilities: Mr. Moskun stated that there is one item on the agenda.

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

Planning: Mr. Kairis stated that there are no items for consideration that evening but there will be a committee meeting.

Committee of the Whole: Mr. Kluge stated that the next Committee of the Whole meeting is Tuesday February 22, 2022, at 7:00 pm.

Public Health & Safety: Ms. Michael stated that there are some items on the agenda, and she assumed there will be a committee meeting.

Streets & Sidewalks: Mr. Harper stated that there were four items for consideration and there will be a committee meeting.

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

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

Cemetery: Mr. Moskun stated that full and part-time cemetery employees will be getting a 3% pay increase which will be retroactive to January 2022.

Mr. Harper stated that the cemetery is having a hard time finding contractors to provide bids for the bridge repairs and said that they received a bid for \$80,000. He inquired if Mr. Finney could be of assistance, and Mr. Finney responded by asking how much the Cemetery Board would be willing to spend on the project. Mr. Finney stated that he had some inexpensive ideas, which included eliminating the bridge all together. Mr. Moskun stated that there is a tremendous amount of opposition on eliminating the bridge because of its historical significance.

Parks & Recreation: Mr. Calfee stated that there was no report.

First Reading of Ordinances:

RESOLUTION NO. 2022-009 A RESOLUTION IN SUPPORT OF THE BROWNFIELD REMEDIATION GRANT APPLICATION TO BE FILED BY NEIGHBORHOOD DEVELOPMENT SERVICES FOR THE PROPERTY LOCATED AT 643 CLEVELAND RD., RAVENNA, OH.

Ms. Wood stated that the resolution is to support Neighborhood Development Services to apply for the state's Brownfield Remediation Grant. The grant would be for the cleanup of the old County Engineers site on Cleveland Rd.

There being no further comments or questions.

- Motion to pass Resolution No. 2022-009 by Mr. Kairis, 2nd Ms. Michael- **All Ayes**

Resolution 2022-009 was adopted.

ORDINANCE NO. 2022-010 AN ORDINANCE ACCEPTING A DONATION TO THE RAVENNA FIRE DEPARTMENT IN THE SUM OF \$1,000.00 FROM THE SWAGELOK COMPANY, RECORDING ESTIMATED REVENUES IN THE SUM OF \$1,000.00 AND APPROPRIATING THE SUM OF \$1,000.00, IN THE FIRE DEPARTMENT, AND DECLARING AN EMERGENCY.

Ms. Michael stated that the ordinance is accepting a donation from Swagelok that requires no match and is donated annually.

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. Michael, 2nd by Mr. Kairis- **All Ayes**
- Motion to pass Ordinance No. 2022-010 by Ms. Wood, 2nd Mr. Moskun- **All Ayes**

Ordinance 2022-010 was adopted.

ORDINANCE NO. 2022-011 AN ORDINANCE ACCEPTING A DONATION TO THE RAVENNA POLICE DEPARTMENT IN THE SUM OF \$1,000.00 FROM THE SWAGELOK COMPANY; RECORDING ESTIMATED REVENUES IN THE SUM OF \$1,000.00 AND APPROPRIATING THE SUM OF \$1,000.00, AND DECLARING AN EMERGENCY.

Ms. Michael stated that the ordinance is the same as the previous one, but that it is a donation to the Police Department.

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. Kairis- **All Ayes**
- Motion to pass Ordinance No. 2022-011 by Ms. Wood, 2nd Ms. Michael- **All Ayes**

Ordinance 2022-011 was adopted.

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ORDINANCE NO. 2022-012 AN ORDINANCE AUTHORIZING THE MAYOR TO SIGN AN AGREEMENT BETWEEN UNIVERSITY HOSPITAL AND THE CITY OF RAVENNA FOR EMERGENCY MEDICAL TRAINING PROGRAM FIELD EXPERIENCE, AND DECLARING AN EMERGENCY.

Ms. Michael stated that the item has been discussed and it is to allow ride-alongs with the Ravenna Fire Department for students who are training to be paramedics.

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 Mr. Kairis, 2nd by Ms. Wood- **All Ayes**
- Motion to pass Ordinance No. 2022-012 by Mr. Harper, 2nd Ms. Wood- **All Ayes**

Ordinance 2022-012 was adopted.

ORDINANCE NO. 2022-013 AN ORDINANCE AUTHORIZING THE MAYOR TO APPLY FOR THE STAFFING FOR ADEQUATE FIRE AND EMERGENCY RESPONSE (SAFER) GRANT TO FUND THREE (3) FULL-TIME FIREFIGHTERS, AND DECLARING AN EMERGENCY.

Ms. Michael stated that there has been a drastic change since the item was last discussed. The grant will pay for 100% of the salary and benefits for 3 firefighters for 3 years and will not require a retention period. She stated that it is a great resource and a great opportunity.

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. Michael- **All Ayes**
- Motion to pass Ordinance No. 2022-013 by Mr. Calfee, 2nd Ms. Michael- **All Ayes**

Ordinance 2022-013 was adopted.

ORDINANCE NO. 2022-014 AN ORDINANCE AMENDING ORDINANCE NO. 2022-110 BY AMENDING EXHIBIT "A" SECTION I – POLICE DEPARTMENT, SUBSECTION (b) BY ADDING ONE (1) FULL-TIME UNION DISPATCH COORDINATOR AND ONE (1) FULL-TIME NON-UNION POLICE SECRETARY, AND DECLARING AN EMERGENCY.

Ms. Michael stated that the item was discussed in length, and it is a restructuring of the department that was made knowing about an impending retirement. There will be an additional cost, but it will also help alleviate overtime costs.

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. Harper, 2nd by Mr. Calfee- **All Ayes**
- Motion to pass Ordinance No. 2022-014 by Ms. Michael, 2nd Mr. Harper- **All Ayes**

Ordinance 2022-014 was adopted.

ORDINANCE NO. 2022-015 AN ORDINANCE AUTHORIZING THE MAYOR TO SIGN THE AGREEMENT FOR THE 629 GRANT AGREEMENT TO ADMINISTER THE GRANT PER THE AGREEMENT FOR RAYANN PARKWAY CONSTRUCTION, AND DECLARING AN EMERGENCY.

Mr. Harper stated that the grant is through the Ohio Department of Development, and it is for \$367,000. The agreement is acknowledging that the City will be good stewards of the money.

There being no further comments or questions.

- Motion to waive three separate readings by Ms. Wood, 2nd by Mr. Kairis- **All Ayes**
- Motion to adopt emergency clause by Ms. Michael, 2nd by Ms. Wood- **All Ayes**
- Motion to pass Ordinance No. 2022-015 by Mr. Harper, 2nd Ms. Wood- **All Ayes**

Ordinance 2022-015 was adopted.

ORDINANCE NO. 2022-016 AN ORDINANCE AUTHORIZING THE MAYOR TO ADVERTISE FOR BIDS FOR THE CONSTRUCTION OF RAYANN PARKWAY, ACCORDING TO LAW, AND DECLARING AN EMERGENCY.

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Mr. Harper stated that the ordinance is authorizing the Mayor to advertise for construction. 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 Mr. Harper, 2nd by Ms. Michael- **All Ayes**
- Motion to pass Ordinance No. 2022-016 by Ms. Wood, 2nd Mr. Harper- **All Ayes**

Ordinance 2022-016 was adopted.

ORDINANCE NO. 2022-017 AN ORDINANCE AUTHORIZING THE MAYOR TO SIGN THE AGREEMENT WITH THE OHIO DEPARTMENT OF TRANSPORTATION (ODOT) OFFICE OF JOBS AND COMMERCE TO ADMINISTER THE GRANT AND ACCEPT THE GRANT PER THE AGREEMENT FOR RAYANN PARKWAY CONSTRUCTION, AND DECLARING AN EMERGENCY.

Mr. Harper stated that the ordinance is for another pool of money for the project from ODOT and it is in the amount of \$140,500.

There being no further comments or questions.

- Motion to waive three separate readings by Mr. Kairis, 2nd by Ms. Wood- **All Ayes**
- Motion to adopt emergency clause by Ms. Wood, 2nd by Mr. Moskun- **All Ayes**
- Motion to pass Ordinance No. 2022-017 by Mr. Harper, 2nd Ms. Wood- **All Ayes**

Ordinance 2022-017 was adopted.

ORDINANCE NO. 2022-018 AN ORDINANCE AUTHORIZING THE MAYOR TO SIGN THE AGREEMENT WITH PORTAGE COUNTY TO ADMINISTER THE TRANSPORTATION IMPROVEMENT DISTRICT GRANT FOR RAYANN PARKWAY, AND DECLARING AN EMERGENCY.

Mr. Harper stated that the ordinance is the agreement with Portage County for the project.

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 Ms. Wood- **All Ayes**
- Motion to pass Ordinance No. 2022-018 by Mr. Calfee, 2nd Mr. Harper- **All Ayes**

Ordinance 2022-018 was adopted.

ORDINANCE NO. 2022-019 AN ORDINANCE RECORDING ESTIMATED REVENUES AND APPROPRIATING FUNDS FOR THE 2022 COMMUNITY HOUSING IMPACT AND PRESERVATION PROGRAM (CHIP), AND DECLARING AN EMERGENCY.

Ms. Wood stated that the City was awarded the Community Housing Impact and Preservation Program from the Ohio Development Services Agency and the ordinance is to accept and appropriate the funds.

There being no further comments or questions.

- Motion to waive three separate readings by Mr. Kairis, 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. 2022-019 by Mr. Harper, 2nd Ms. Wood- **All Ayes**

Ordinance 2022-019 was adopted.

ORDINANCE NO. 2022-020 AN ORDINANCE AUTHORIZING THE MAYOR TO SIGN A MEMORANDUM OF AGREEMENT (MOA) WITH THE OHIO STATE HISTORIC PRESERVATION OFFICE, AND DECLARING AN EMERGENCY.

Ms. Wood stated that the ordinance is for a MOA with the State's historic group regarding 218 West Main St. It states that the City will place a placard memorializing the site of the building, which is not historic but is located in the Historic District. The MOA will also ensure the preservation of the attached wall between the demolition of the building and the remaining building.

There being no further comments or questions.

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- Motion to waive three separate readings by Mr. Kairis, 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. 2022-020 by Mr. Moskun, 2nd Mr. Calfee- **All Ayes**

Ordinance 2022-020 was adopted.

ORDINANCE NO. 2022-021 AN ORDINANCE TO APPROPRIATE AN AMOUNT NOT TO EXCEED \$950,000.00 FROM THE CAPITAL FUNDS AND UDAG FOR RAYANN PARKWAY, AND DECLARING AN EMERGENCY.

Ms. Wood stated that the amount to appropriate is the estimated amount for the entire project. The grant funds that the City will receive will be deducted from that, and UDAG funds will be used to fill in any funding gaps that are required to complete the project.

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. Harper, 2nd by Mr. Calfee- **All Ayes**
- Motion to pass Ordinance No. 2022-021 by Ms. Michael, 2nd Mr. Kairis- **All Ayes**

Ordinance 2022-021 was adopted.

RESOLUTION NO. 2022-022 A RESOLUTION IN SUPPORT OF HOUSE BILL 51 TO ALLOW VIRTUAL COUNCIL MEETINGS UNTIL JULY 1, 2022.

Mr. Kluge stated that the resolution is in support of virtual meetings as needed if the House Bill passes. Mr. Kairis inquired about municipalities adopting their own ability to utilize virtual meetings, and Mr. Kluge stated that the municipalities are adding it to their Charter. Council members expressed their support of utilizing the ability to host Council meetings virtually but there were concerns about utilizing it legally and necessarily. Mr. Calfee stated that he is going to vote no on the resolution because he is not in favor of having virtual meetings over the next few months.

There being no further comments or questions.

- Motion to adopt Resolution No. 2022-022 by Mr. Kairis, 2nd Ms. Wood- Mr. Kairis, Ms. Wood, Mr. Moskun, Ms. Michael, Mr. Harper- **Ayes**, Mr. Calfee- **No**

Resolution 2022-022 was adopted.

Second Reading of Ordinances: None

Third Reading of Ordinances: None

Old Business- None

New Business- Cliff Soudil addressed Council to express his concern regarding political signage in the city and signs that have foul language on them. He stated that the city is months away from an election but that they are on the street corners and in snow drifts. Mr. Soudil said that there are ordinances that address the signage, but to get rid of them if the ordinances are not being followed. Mr. Kairis stated that the item can be placed on the Planning Committee agenda for discussion. Regarding the signs with foul language, the topic had been discussed and there are legal issues preventing the City from acting on them.

Mr. Kairis inquired about the possibility of changing Council meeting times. Mr. Kluge asked Council about their thoughts on changing all three Council meetings to 6:00pm. There were some concerns expressed about entities who may present at a Council meeting in the future, but it was agreed on by Council members to change the meeting time to 6:00pm beginning February 14th, 2022.

President of Council Remarks- No Comment

Council Member Remarks

Ms. Wood- Ms. Wood stated that she would like to recognize and thank the Fire Department, Engineer's Office, and the Parks & Recreation Department on their success with grants and stated that it is a tremendous help to the community.

Mr. Calfee- Mr. Calfee stated that he is in favor of the same meeting time for all three Council meetings, and that it is also good for the community to know they are all at 6:00pm.

Mr. Moskun- Mr. Moskun addressed a comment on the water bill pertaining to residents and businesses keeping the walkways cleared. He stated that it is in the codified ordinances but was concerned about who would enforce it.

Mr. Kairis stated that he read the comment on the water bill as a reminder to the community and said that the city had an extreme weather event. He said that he understands that some people may have difficulties with shoveling snow, but it is worth recognizing where the responsibility lies.

Mr. Kairis- Mr. Kairis stated that he and Ms. West attended the first Charter Review Commission meeting, and they were very impressed with the people on the Commission and the way they organized themselves, adding that he is optimistic about the Charter Review Commission outcome.

Ms. Michael- No Comment

Mr. Harper- No Comment

Mayor's Remarks- Mayor Seman stated that there will be a virtual JEDD meeting to talk about establishing a JEDD in the area across from Sheetz near Rt. 44. He will be meeting with Dennis West and the administrative head of University Hospitals, Mr. Benoit, to discuss the area and if it can be utilized by the hospital.

Mayor Seman reminded Council to take care of their ethics obligations and addressed that the current annual Council salary runs below the qualifications for OPERS retirement in time served. He stated that the increase needs to be submitted before petitions are picked up to run for Council and that salaries need to stay competitive.

The Law Director requested an executive session to discuss existing legal matters that are now in court and Mayor Seman stated that he would like to add the discussion of real estate to the executive session.

Ms. Michael made a motion to go into executive session to discuss an existing legal issue now in court and real estate.

- Motion to go into Executive Session at 7:57 pm by Ms. Michael, 2nd by Ms. Wood - **All Ayes**

Council went into Executive Session to discuss an existing legal issue and real estate.

- Motion to come out of Executive Session at 8:47 pm by Mr. Kairis, 2nd by Mr. Harper- **All Ayes**

There being no further business, the meeting adjourned at 8:48 P.M.

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

The next Regular Council Meeting is scheduled for Monday, March 7, 2022, at 6:00 P.M.

ATTEST:

Clerk of Council

Council President