



**Ravenna City Council
Regular Meeting Minutes
Monday March 7, 2022, at 6:00 pm**

The Regular Council Meeting was held in person in Council Chambers.

The Regular Council Meeting was called to order at 6:00 P.M. March 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, Christina West, 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; Service Director, Kay Dubinsky; City Engineer, Bob Finney; Council Clerk; Chelsea Gregor, Cliff Soudil, Larry Silenius, and Diane Smith

Approval of the Minutes:

- Motion to approve the February 7, 2022, Regular Council meeting minutes by Ms. Michael, 2nd by Mr. Harper- **All Ayes**

Communications- None

Delegations from the Public- None

Report of Officials: None

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

Report of Committees: Committee meetings start @ 6:00 PM 3/14/2022

Utilities: Mr. Moskun stated that there is nothing for next week.

Information Systems (IS): Ms. West stated that there will be a meeting.

Planning: Mr. Kairis stated that there are two items for consideration that evening and there will be a committee meeting.

Committee of the Whole: Mr. Kluge stated that the next Committee of the Whole meeting is Monday March 21, 2022, at 6:00 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.

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

Community & Economic Development: Ms. Wood stated that she expects to have a meeting.

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Cemetery: Mr. Moskun stated that the cemetery is doing good, and the finances are on track. Mr. Harper stated that the American Legion is not having their Memorial Day parade this year but may possibly have it back in 2023. They will still have a small memorial service on the Courthouse lawn.

Parks & Recreation: Mr. Calfee stated that the Parks and Recreation Department is now hiring for summer camp and sport site supervisors. The Marlene Watt 5K will be held again this year and it will be virtual.

First Reading of Ordinances:

ORDINANCE NO. 2022-025 AN ORDINANCE AUTHORIZING THE MAYOR TO APPLY FOR THE 2022-2023 OHIO EMS GRANT FROM THE OHIO DEPARTMENT OF PUBLIC SAFETY, AND DECLARING AN EMERGENCY.

Ms. Michael stated that the ordinance is authorizing the Mayor to apply for an EMS grant for the Fire Department.

There being no further comments or questions.

- Motion to waive three separate readings by Ms. Michael, 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. 2022-025 by Mr. Harper, 2nd Mr. Kairis- **All Ayes**

Ordinance 2022-025 was adopted.

ORDINANCE NO. 2022-026 AN ORDINANCE AUTHORIZING THE MAYOR TO ACCEPT \$44,125.00 FROM THE STATE OF OHIO FIRE MARSHAL'S MARCS RADIO GRANT, AND DECLARING AN EMERGENCY.

Ms. Michael stated that the ordinance is accepting and recording the grant award for the Fire Department.

There being no further comments or questions.

- Motion to waive three separate readings by Ms. Michael, 2nd by Ms. Wood- **All Ayes**
- Motion to adopt emergency clause by Ms. West, 2nd by Mr. Kairis- **All Ayes**
- Motion to pass Ordinance No. 2022-026 by Ms. Wood, 2nd Ms. Michael- **All Ayes**

Ordinance 2022-026 was adopted.

ORDINANCE NO. 2022-027 AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT WITH RUHLIN CONSTRUCTION COMPANY FOR THE TRAFFIC LIGHT REPLACEMENT PROJECT 2022-A, AND DECLARING AN EMERGENCY.

Mr. Harper stated that the item was discussed in detail.

There being no further comments or questions.

- 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. Michael- **All Ayes**
- Motion to pass Ordinance No. 2022-027 by Mr. Kairis, 2nd Ms. Wood- **All Ayes**

Ordinance 2022-027 was adopted.

ORDINANCE NO. 2022-028 AN ORDINANCE AUTHORIZING THE MAYOR TO ADVERTISE FOR BIDS, ACCORDING TO LAW, FOR THE PAGE AND SCRANTON STREET WATER LINE PROJECT, ACCORDING TO SPECIFICATIONS NOW ON FILE IN THE MAYORS OFFICE AND DECLARING AN EMERGENCY.

Mr. Finney stated that the project will begin in July and will run the full length of Page St., and Scranton St. from Main St. to Mechanic St. The project will include line and hydrant replacement.

There being no further comments or questions.

- Motion to waive three separate readings by Ms. Michael, 2nd by Mr. Kairis- **All Ayes**
- Motion to adopt emergency clause by Ms. West, 2nd by Ms. Michael- **All Ayes**
- Motion to pass Ordinance No. 2022-028 by Ms. Wood, 2nd Mr. Harper- **All Ayes**

Ordinance 2022-028 was adopted.

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ORDINANCE NO. 2022-029 AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH C. T. CONSULTANTS, INC., FOR PROFESSIONAL ENGINEERING SERVICES FOR THE RAVENNA INDUSTRIAL PRETREATMENT PROGRAM FOR THE PERIOD FROM MARCH 1, 2022 THROUGH FEBRUARY 29, 2024, AND DECLARING AN EMERGENCY.

Mr. Moskun stated that the ordinance is a two-year contract for Wastewater Treatment Plant pretreatment services. The amount allotted is \$30,000 and the actual cost can differ depending on the what the EPA states the cost will be.

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. 2022-029 by Mr. Kairis, 2nd Ms. Wood- **All Ayes**

Ordinance 2022-029 was adopted.

ORDINANCE NO. 2022-030 AN ORDINANCE AUTHORIZING A TREE CONSULTATION AND TREE INVENTORY AT CITY PARK, AND DECLARING AN EMERGENCY.

Mr. Kairis stated that the ordinance is to appropriate \$1,300.00 to conduct a tree health inventory and consultation that will be tracked with the TreeKeeper program.

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 Ms. Wood- **All Ayes**
- Motion to pass Ordinance No. 2022-030 by Mr. Calfee, 2nd Ms. Wood- **All Ayes**

Ordinance 2022-030 was adopted.

ORDINANCE NO. 2022-031 AN ORDINANCE AMENDING THE CODIFIED ORDINANCES OF THE CITY OF RAVENNA, OHIO, PART TWO – ADMINISTRATION CODE; TITLE FOUR – LEGISLATION; CHAPTER 220 – COUNCIL, SECTION 220.01 REGULAR MEETINGS BY UPDATING THE REGULAR COUNCIL MEETING TIME TO 6:00 P.M., AND DECLARING AN EMERGENCY.

Mr. Kairis stated that Council had decided to change all the Council meeting times to 6:00pm. The Council meeting time is stated in the codified ordinances therefore it is required to officially change the meeting time with an ordinance.

There being no further comments or questions.

- Motion to waive three separate readings by Ms. Michael, 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. 2022-031 by Mr. Harper, 2nd Ms. West- **All Ayes**

Ordinance 2022-031 was adopted.

ORDINANCE NO. 2022-032 AN ORDINANCE APPROVING A MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF RAVENNA, AND AFSCME OHIO COUNCIL 8 AND LOCAL 3812, AND DECLARING AN EMERGENCY.

Mr. Moskun stated that the MOU allows a 2-year extension on certifications that were unable to be acquired due to pandemic circumstances.

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. West, 2nd by Ms. Wood- **All Ayes**
- Motion to pass Ordinance No. 2022-032 by Mr. Kairis, 2nd Mr. Moskun- **All Ayes**

Ordinance 2022-032 was adopted.

ORDINANCE NO. 2022-033 AN ORDINANCE AMENDING ORDINANCE NO. 2021-110 BY AMENDING EXHIBIT "A" SECTION II – FIRE DEPARTMENT, BY ADDING ONE (1) FULL-TIME FIRE SECRETARY, AND DECLARING AN EMERGENCY.

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Mr. Calfee stated that the addition of the position is the restoration of a full-time position that was turned into part-time many years ago. Due to a previous contract the full-time position will be an AFSCME contracted position.

There being no further comments or questions.

- Motion to waive three separate readings by Ms. West, 2nd by Ms. Wood- **All Ayes**
- Motion to adopt emergency clause by Ms. Wood, 2nd by Ms. Michael- **All Ayes**
- Motion to pass Ordinance No. 2022-033 by Ms. West, 2nd Ms. Michael- **All Ayes**

Ordinance 2022-033 was adopted.

ORDINANCE NO. 2022-034 AN ORDINANCE TO AUTHORIZE THE MAYOR TO PROVIDE A LETTER OF INTENT FOR THE PURCHASE OF PROPERTY FROM THE PORTAGE COUNTY PORT AUTHORITY, AND DECLARING AN EMERGENCY.

The Mayor requested an executive session to discuss real estate and a civil matter. Ms. Michael stated that she would like to add an economic development proposal to the executive session.

Mr. Kairis made a motion to go into executive session to discuss the purchase of real estate, a pending lawsuit and economic development.

- Motion to go into Executive Session at 6:22 pm by Ms. Kairis, 2nd by Mr. Harper - **All Ayes**

Council went into Executive Session to discuss the purchase of real estate, a pending lawsuit and economic development.

- Motion to come out of Executive Session at 6:49 pm by Mr. Kairis, 2nd by Ms. Wood- **All Ayes**

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. 2022-034 by Ms. Michael, 2nd Mr. Kairis- **All Ayes**

Ordinance 2022-034 was adopted.

Second Reading of Ordinances: None

Third Reading of Ordinances: None

Old Business- None

New Business- The Planning Commission will be holding a meeting on Tuesday March 29th to discuss 310 Rayann Parkway.

There will be a new urgent care facility built in the parking lot area of Giant Eagle next to Chipotle called WellNow Urgent Care.

President of Council Remarks- No Comment

Council Member Remarks

Ms. Wood- No Comment

Ms. West- No Comment

Mr. Calfee- No Comment

Mr. Moskun- No Comment

Mr. Kairis- No Comment

Ms. Michael- No Comment

Mr. Harper- No Comment

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Mayor's Remarks- Mayor Seman stated that the National Guard called to discuss Fire Department services since they had lost their contract with the Windham Fire Department. He said that they would like to be treated like any other constituent in Portage County to get aid if needed. The Mayor stated that they usually only send out 6-10 distress calls per year.

The Mayor stated that funds are being disbursed regarding the Opioid lawsuit. The City will receive between \$30,000-\$44,000 and the funds must be used towards the issue.

The City will be receiving \$2,000-\$3,000 in Federal Funds.

Mr. Huff and Mayor Seman will be meeting with Moody's to discuss the City's bond rating. They will be updating them with information such as the new water meter installation project.

Mayor Seman stated that there has been an issue that has arose with an Enterprise Zone project and the Law Director is working with lawyers down in Columbus.

There have been a few Charter Review Commission meetings which have gone well but they have gotten caught up on procedure issues. The Clerk will address salary regulations with the Charter Review Commission.

The City is currently working with an internship program with Ravenna High School students and they have been visiting departments within the City to learn how they function.

Mr. Finney stated that the Engineering Department is fully staffed, and Mr. Huff stated the third Finance staff member will start on Monday and then they will be fully staffed.

There being no further business, the meeting adjourned at 7:06 P.M.

- Motion to adjourn by Ms. Michael, 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