



**RAVENNA CITY COUNCIL
COMMITTEE OF THE WHOLE MEETING MINUTES
March 20, 2023, immediately following the
State of the City Address at 6:00pm**

The public meeting was held in person in Council Chambers.

The Committee of the Whole Meeting was called to order at 6:48 P.M. by Council President, Andrew Kluge.

Council present: Council President Andrew Kluge, Amy Michael, Rob Kairis, Tim Calfee, Christina West, Cheryl Wood, Paul Moskun and Matt Harper.

Also in attendance: Mayor Frank Seman; Police Chief, Jeff Wallis; Fire Chief, Mark Chapple; Kay Dubinsky; City Engineer, Bob Finney; Finance Director, Brian Huff; Council Clerk, Chelsea Gregor; Arasin Hughes, Larry Silenius, Cliff Soudil, John McFarland and Diane Smith

The first item on the agenda was to approve the Committee of the Whole meeting minutes from February 21, 2023

- Motion to approve the February 21, 2023, Committee of the Whole minutes by Ms. Michael, 2nd by Ms. Wood- **All Ayes**

The second item was an ordinance authorizing the Mayor to enter into a service agreement with Stryker Sales Corp.

Ms. Michael stated that the service agreement is to include the additional Lucas device and Lifepak that was donated by an anonymous donor. The Fire Department currently has an existing contract and the plan is to cancel that contract and enter into a new contract to service the additional equipment.

- All Council present responded in favor to move the item forward for legislation.

The third item was an ordinance to accept a \$200.00 donation from Edward C. Seigerst.

Ms. Michael stated that the item was a donation from a resident and thanked him.

- All Council present responded in favor to move the item forward for legislation.

The fourth item was a resolution supporting railway safety to protect the citizens of the City of Ravenna.

Ms. Michael stated that the Finance Director forwarded the resolution from the Ohio Municipal League which shows support for railroad safety locally and across the state.

- All Council present responded in favor to move the item forward for legislation.

The fifth item was an ordinance to amend codified ordinance Section 1060.99 Penalty.

Ms. Michael stated that she had contacted the Law Director and read the email with suggestions regarding the proposed amendment. She said that Council can set a penalty dollar amount and

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that it could be considered an unclassified misdemeanor. Ms. Michael stated that the penalty dollar amount can be up to the Service Director's discretion.

Mr. Kluge clarified that the item is updating to reflect the new changes to codified ordinance section 1060.10 and creating appropriate penalties.

It was stated that there are classified and unclassified misdemeanors, and that it would have to be specifically stated if that would be part of the penalty.

Mr. Kairis stated Council can set a fee amount for the penalty which could be on a sliding scale that Council can give the Law Director and to discuss nuisance abatements.

Mr. Calfee stated to clarify that a person in violation would get three letters and then the matter would be taken to court where a judge would determine the fee amount.

Mr. Finney stated that a court case could take 3-4 months to be resolved.

Ms. Michael stated that the penalty is to help the Building Department with violations so that they can be resolved.

Mr. Kairis suggested imposing a fine of up to \$100.00 instead of the original \$250.00.

- All Council present responded in favor to move the item forward for legislation.

The sixth item was an ordinance authorizing the Mayor to enter into an agreement with Conrad's Disposal.

Mr. Harper stated that the item is for the city-wide clean-up that is held every other year. The clean up schedule is May 6th for Wards I & II, May 13th for Ward III and May 20th for Ward IV.

- All Council present responded in favor to move the item forward for legislation.

The seventh item was an ordinance authorizing the Mayor to enter into a contract with JD Striping & Services.

Mr. Harper stated that the item is for the annual striping for walkways and turning lanes.

- All Council present responded in favor to move the item forward for legislation.

The eighth item was an ordinance authorizing the Mayor to sign an easement agreement with Jeffrey and Andrea Hyatt.

Mr. Moskun stated that there is a residence located on Rt. 18 that has allowed canal access to the Water Treatment Plant to clear out any dead trees or beaver dams which feed into Lake Hodgson.

Mr. Finney stated that an easement agreement has been put together to officially document the permission and in reciprocity Mr. and Mrs. Hyatt will be permitted to put in a gas line through the easement to their house.

- All Council present responded in favor to move the item forward for legislation.

The ninth item was an ordinance authorizing the Mayor to enter into an agreement for the Summer Food Program.

Mr. Kairis stated that the item is an annual program that the City participates in during the summer to provide lunches for youths 18 and under, and adults with disabilities.

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- All Council present responded in favor to move the item forward for legislation.

The tenth item was a resolution supporting the passage of the 6.9 mil levy for the Ravenna School District.

Mr. Kairis stated that the item is a resolution in support of the Ravenna School District levy that will be on the ballot in May.

- All Council present responded in favor to move the item forward for legislation.

The eleventh item was a resolution supporting Developmental Disability Awareness Month in March.

Mr. Kairis stated that the item is a resolution in recognition of Developmental Disability Awareness Month.

Ms. West stated that there will be a DD pride rally at the courthouse lawn on March 24th, 2023 at 10:00am.

- All Council present responded in favor to move the item forward for legislation.

The twelfth item was an ordinance appropriating a sum not to exceed \$50,000 for a Comprehensive Plan from the Portage County Regional Planning Commission (PCRPC).

Mr. Kluge stated that the item is a combination between the Planning Committee and the Community and Economic Development Committee.

Ms. Wood stated that Council hosted a presentation from the Portage County Regional Planning Commission to explain the details of what would go into a comprehensive plan for the City of Ravenna and that Council has had numerous discussions on the topic. She said that the plan will help move the city forward and will touch base on different concerns and things that the City has been looking at the last couple of years.

Mr. Kairis stated that the plan would begin this summer and the ordinance would be to authorize an expenditure not to exceed \$50,000.

In response to the question of needing a contract, Ms. Wood stated that the City is a member of the PCRPC and a Memorandum of Understanding (MOU) for an amount not to exceed is more fitting for the situation than a contract.

- All Council present responded in favor to move the item forward for legislation.

The thirteenth item was an ordinance approving the 2023 permanent budget.

Mr. Huff stated that the item was discussed in detail with the Budget Commission and at the last Committee meeting. He said that the action is to revise the budget that was passed in July of 2022 for 2023. Mr. Huff stated that the revision includes all new budget needs for the remainder of the calendar year with the total budget being \$33,994,835 city-wide.

- All Council present responded in favor to move the item forward for legislation.

The fourteenth item was a resolution of appreciation for Ms. Janet Esposito.

Mr. Kluge thanked Council for adding on the item and stated that the resolution is in recognition of her years of service as she celebrates her retirement.

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- All Council present responded in favor to move the item forward for legislation.
- Motion to adjourn at 7:11 pm by Mr. Kairis, 2nd Ms. Wood- **All Ayes**

There being no further business before Council, the meeting adjourned at 7:11 pm

ATTEST:

Clerk of Council

Council President