

**MINUTES OF RAVENNA CITY COUNCIL MEETING**  
**December 3, 2018**

The Regular Meeting of Council of the City of Ravenna was called to order at 7:00 P.M., December 3, 2018 by Council President Joseph Bica.

**The following were present on the roll call:** Andrew Kluge, Bruce Ribelin, Scott Rainone, Paul Moskun, Robert Kairis, Amy Michael and Matt Harper. Also in attendance were: Mayor Frank Seman; Finance Director, Kim Cecora; Law Director, Frank Cimino; Police Chief, Jeff Wallis; Fire Chief, Geoff Cleveland; Bob Finney, City Engineer; Larry Selinius of 123 North Walnut Street, Ravenna, Ohio and Clifford Soudil of 464 Woodland Street, Ravenna, Ohio. Also attending were William Benoit and Daniel Ellenberger representing University Hospitals.

**Approval of Boards & Commission Members:** A motion was made by Mr. Kluge, seconded by Mr. Kairis to approve the list of reappointed boards and commission members: **Planning Commission:** Josh Smith; Larry Silenius; **Board of Zoning Appeals:** Richard Miller; Gerry; Keyser; Tim Thomas; **Civil Service:** Tim Thomas; **Board of Health:** Ruth Carnes; Bill McCluskey; **Design Review:** Eric Hummel; **Shade Tree:** Holly Knox; Karen Wise

**MINUTES:** A motion was made by Mr. Ribelin, seconded by Mr. Rainone to approve the minutes of the Special Council Meeting Minutes of October 22, 2018 and the Regular Council Meeting of November 5, 2018. **Voice Vote: All Ayes.**

**COMMUNICATIONS:** The clerk noted the only item received was an anonymous letter stating this is the second letter this person wrote complaining about vehicles parking, blocking their vision, at the corner of Hillcrest and Main. Mayor Seman said he would look at it and discuss the situation with the Police Department.

**DELEGATIONS:** None

**REPORTS OF OFFICIALS:** A motion was made by Mr. Rainone, seconded by Mr. Kairis to accept the reports of officials. **Voice Vote: All Ayes.**

**REPORT OF COMMITTEES:**

President Bica reported that committee meetings will be held on Monday, December 10, 2018.

**Utilities:** Mr. Moskun stated that there will be a meeting December 10.

**Information Systems:** Ms. Michael stated that there are a couple of items on the agenda. If needed, a meeting will be held December 10.

**Planning Committee:** Mr. Kairis said there are two items for consideration and there will be a meeting held on December 10.

**Committee of the Whole:** President Bica said the Committee of the Whole will be held Monday, December 17, 2018, at 7:00 P.M.

**Public Health & Public Safety:** Mr. Kluge said this committee is sponsoring four items on the agenda. A meeting will be held Monday, December 10.

**Streets & Sidewalks:** Mr. Harper said this committee is sponsoring one item on the agenda and a meeting will be held on December 10.

**Personnel:** Mr. Rainone said there is one item for consideration this evening and a meeting will be needed December 10.

**Community & Economic Development:** Mr. Ribelin said this committee has no items on the agenda. A meeting will be held December 10. They have gotten to the point where there will be an economic development director being hired. There is some work to do on it yet. Mayor Seman will be addressing the issue. Eventually, Council will need to approve the contract on it. They are not at that point yet but they are getting there.

## Regular City Council Meeting Minutes

December 3, 2018

Page Two (2).

**Cemetery:** Mr. Ribelin said a meeting was held. Jack Schafer left \$100,000.00 bequest to the cemetery for landscaping. They are to the point where they are searching for a landscape architect. They are trying to go through the university. There are also some private landscape architects they are looking at and once a plan is in place, they will get in touch with the attorney who is handling it. Mr. Schafer's wishes were that the new part of the cemetery that is being developed, will be developed like the front portion as it was done in the 19<sup>th</sup> century. He thinks they could all agree it is a fabulous cemetery. He thinks that it is a fabulous bequest and Mr. Schafer is owed a debt of gratitude for that.

Mr. Ribelin went on to say the cemetery is getting a new trash hauler because they can have to done three times less than what they've been paying.

### FIRST READING OF ORDINANCES:

**ORDINANCE 2018-121:** AN ORDINANCE APPROPRIATING THE SUM NOT TO EXCEED \$10,000.00 FROM THE WATER FUND TO REPLACE THE HEATING AND COOLING UNIT AT THE WATER PLANT ADMINISTRATION BUILDING, AND DECLARING AN EMERGENCY, was read for the first time, by title only.

Mr. Moskun said the heating and a/c unit at the Water Treatment Plant involves the break room, the master control and the office has been deteriorating for some time. It's on the brink of collapse. This is in the process of being replaced any day now. The contractor is Wright who has done other projects in the City in the past.

There being no further comments or questions, Mr. Ribelin moved to waive the requirement that legislation be read at three separate meetings. Mr. Rainone seconded the motion. **Vote: All Ayes.** Ms. Michael moved to approve this Ordinance as an emergency measure for the reason set forth in the Ordinance. The motion was seconded by Ms. Kairis. **Vote: All Ayes.** A motion was made by Mr. Harper, seconded by Mr. Rainone that Ordinance No. 2018-121 be adopted. **Vote: All Ayes.** The President of Council declared Ordinance 2018-121 adopted.

**ORDINANCE 2018-122:** AN ORDINANCE ACCEPTING A DONATION OF EIGHT AED'S WITH A VALUE OF \$22,240.00 FROM THE UNIVERSITY HOSPITALS PORTAGE MEDICAL CENTER, AND DECLARING AN EMERGENCY, was read for the first time, by title only.

Mr. Kluge said University Hospitals has been very generous to both the Police and Fire Departments. He thanked the representatives from University Hospitals.

Mr. Benoit representing University Hospital said the hospital has a good relationship with the City and they are always more than happy to help.

Mr. Ribelin noted they have been extremely supportive to the City.

Mayor Seman said they are also a huge asset in terms of employment. He is very impressed with the growth that is taking place. It's being done systematically and seems it's being done very well. The City appreciates the generosity and thank you.

Ms. Michael said that she is a past employee of the hospital and knows the employees are grateful to still have jobs.

Mr. Benoit said Ravenna is a great community to be in and they are glad to be here.

**Regular City Council Meeting Minutes**

**December 3, 2018**

**Page Three (3).**

There being no further comments or questions, Mr. Ribelin moved to waive the requirement that legislation be read at three separate meetings. Ms. Michael seconded the motion. **Vote: All Ayes.** Ms. Michael moved to approve this Ordinance as an emergency measure for the reason set forth in the Ordinance. The motion was seconded by Mr. Kluge. **Vote: All Ayes.** A motion was made by Mr. Harper, seconded by Ms. Michael that Ordinance No. 2018-122 be adopted. **Vote: All Ayes.** The President of Council declared Ordinance 2018-122 adopted.

**ORDINANCE 2018-123:** AN ORDINANCE ACCEPTING THE FY2018 BULLETPROOF VEST GRANT FROM THE UNITED STATES DEPARTMENT OF JUSTICE IN THE SUM OF \$2,829.90; RECORD ESTIMATED REVENUES AND APPROPRIATE FUNDS FROM THE BULLETPROOF VEST GRANT FUND AND GENERAL FUND AS DETAILED IN EXHIBIT "A", AND DECLARING AN EMERGENCY, was read for the first time, by title only.

Mr. Kluge said this is just to accept the funds so bulletproof vests can be purchased.

There being no further comments or questions, Mr. Harper moved to waive the requirement that legislation be read at three separate meetings. Mr. Rainone seconded the motion. **Vote: All Ayes.** Mr. Ribelin moved to approve this Ordinance as an emergency measure for the reason set forth in the Ordinance. The motion was seconded by Mr. Kluge. **Vote: All Ayes.** A motion was made by Mr. Rainone, seconded by Mr. Kluge that Ordinance No. 2018-123 be adopted. **Vote: All Ayes.** The President of Council declared Ordinance 2018-123 adopted.

**ORDINANCE 2018-124:** AN ORDINANCE APPROPRIATING AN AMOUNT NOT TO EXCEED \$2,576.94 FROM THE CAPITAL IMPROVEMENT FUND 65-74 (65%), WATER FUND (15%), SEWER FUND (15%), AND PARKS CAPITAL IMPROVEMENT FUND (5%) FOR THE PURCHASE OF A CITY I.D. BADGE SYSTEM, PER THE RECOMMENDATION OF QUALITY IP AND DECLARING AN EMERGENCY, was read for the first time, by title only.

Mr. Kluge said this is the quote that was put forth by Quality IP for an ID badge system that will be Human Resources, which will then be used as is appropriate.

There being no further comments or questions, Mr. Kairis moved to waive the requirement that legislation be read at three separate meetings. Ms. Michael seconded the motion. **Vote: All Ayes.** Mr. Ribelin moved to approve this Ordinance as an emergency measure for the reason set forth in the Ordinance. The motion was seconded by Mr. Kluge. **Vote: All Ayes.** A motion was made by Mr. Harper, seconded by Ms. Michael that Ordinance No. 2018-124 be adopted. **Vote: All Ayes.** The President of Council declared Ordinance 2018-124 adopted.

**ORDINANCE 2018-125:** AN ORDINANCE APPROVING THE TRANSFERS AND ADVANCES FOR THE MONTH OF OCTOBER, 2018 LISTED ON EXHIBIT "A" ATTACHED HERETO, AND DECLARING AN EMERGENCY, was read for the first time, by title only.

Mr. Cecora said there are only transfers to report which relate to project funds and year end debt service payments.

There being no further comments or questions, Mr. Ribelin moved to waive the requirement that legislation be read at three separate meetings. Mr. Harper seconded the motion. **Vote: All Ayes.** Ms. Michael moved to approve this Ordinance as an emergency measure for the reason set forth in the Ordinance. The motion was seconded by Mr. Kairis. **Vote: All Ayes.** A motion was made by Ms. Michael, seconded by Mr. Harper that Ordinance No. 2018-125 be adopted. **Vote: All Ayes.** The President of Council declared Ordinance 2018-125 adopted.

**ORDINANCE 2018-126:** AN ORDINANCE ADJUSTING THE PAYROLL AND PAYROLL RELATED APPROPRIATIONS AS NEEDED, AND DECLARING AN EMERGENCY, was read for the first time, by title only.

Mr. Cecora said this is Phase I of our year-end cleanup as it done every year. Most of the plus or minus are for overtime and regular salary lines. There are also some credits. There was a healthy BWC credit premium credit this year. It was just moving between the various lines.

There being no further comments or questions, Mr. Harper moved to waive the requirement that legislation be read at three separate meetings. Ms. Michael seconded the motion. **Vote: All Ayes.** Mr. Kairis moved to approve this Ordinance as an emergency measure for the reason set forth in the Ordinance. The motion was seconded by Mr. Ribelin. **Vote: All Ayes.** A motion was made by Mr. Ribelin, seconded by Ms. Michael that Ordinance No. 2018-126 be adopted. **Vote: All Ayes.** The President of Council declared Ordinance 2018-126 adopted.

**ORDINANCE 2018-127:** AN ORDINANCE APPROPRIATING THE SUM NOT TO EXCEED \$10,000.00 FROM THE ROAD LEVY FOR THE REPAIRS AND EQUIPMENT REPLACEMENT FOR THE TRAFFIC SIGNAL AT MERIDIAN AND MAIN STREET, AND DECLARING AN EMERGENCY, was read for the first time, by title only.

Mr. Harper said this stems from an accident that was in the downtown last month and this is for emergency repairs.

Mr. Finney said his understanding is that the person who hit the signal does not have insurance. He is anticipating on going after the individual but he's not sure that the City will be able to recover those funds.

Discussion ensued and Mr. Cimino explained that although they can go after the person they would have the ability to file bankruptcy and then the debt is still not collectible. They could go after any assets but then there are exemptions from those as well. They can take a look at it and see what the financial situation is of the individual.

President Bica asked if it was turned into the City's insurance.

Mr. Cecora responded in the negative stating he doesn't want that exposure and make a claim on the insurance. Mr. Bowen is going after it right now. He's sure Mr. Bowen will be working in concert with Mr. Cimino.

Mr. Soudil said he noticed that the sum of \$10,000.00 is coming from the Road Levy Fund. If the road levy wouldn't have been passed, they wouldn't be getting the .25% of that, how would it have been paid for previously and what happened to the money they would have taken it from before. There used to be money there. He doesn't have a problem with it but needs to have it explained to him. There used to be over \$100,000.00; is that still there or where did it go?

Mr. Cecora said that it's still in the improvement fund. As time as moved on, they are trying to migrate things toward it. These are the types of things that it will pay for and the City will recoup the costs. They've had a couple of other things they are starting to move in that direction, very judiciously but at the same time, they are starting to use it as it was intended. Anything recovered will go back into the fund.

There being no further comments or questions, Mr. Harper moved to waive the requirement that legislation be read at three separate meetings. Mr. Kairis seconded the motion. **Vote: All Ayes.** Ms. Michael moved to approve this Ordinance as an emergency measure for the reason set forth in the Ordinance. The motion was seconded by Mr. Harper. **Vote: All Ayes.** A motion was made by Mr. Ribelin, seconded by Ms. Michael that Ordinance No. 2018-127 be adopted. **Vote: All Ayes.** The President of Council declared Ordinance 2018-127 adopted.

**Regular City Council Meeting Minutes**

**December 3, 2018**

**Page Five (5).**

**ORDINANCE 2018-128:** AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT WITH ADVAN DESIGN FOR THE WEBSITE DEVELOPMENT AND APPROPRIATING AN AMOUNT NOT TO EXCEED \$5,000.00 FROM THE CAPITAL IMPROVEMENT FUND 65-74 (50%), WATER FUND (12.5%), SEWER FUND (12.5%), AND PARKS CAPITAL IMPROVEMENT FUND (25%) AND DECLARING AN EMERGENCY, was read for the first time, by title only.

Ms. Michael gave the explanation this is a contract and funding to setup the website and website development. Everything is good to go and as soon as Council approves this, they can get moving to get the website set up and ready to go. Advan is fairly confident this will move very quickly once they get started.

Mr. Kairis noted there is a website hosting fee; will that need to be approved every year?

Mr. Cecora said this is built into the budget. There is a fee already paid every year for hosting the website.

There being no further comments or questions, Ms. Michael moved to waive the requirement that legislation be read at three separate meetings. Mr. Moskun seconded the motion. **Vote: All Ayes.** Ms. Michael moved to approve this Ordinance as an emergency measure for the reason set forth in the Ordinance. The motion was seconded by Mr. Kairis. **Vote: All Ayes.** A motion was made by Mr. Harper, seconded by Mr. Ribelin that Ordinance No. 2018-128 be adopted. **Vote: All Ayes.** The President of Council declared Ordinance 2018-128 adopted.

**ORDINANCE 2018-129:** AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A DELINQUENT DEBT COLLECTION AGREEMENT WITH THE OHIO ATTORNEY GENERAL'S OFFICE FOR THE COLLECTION OF DELINQUENT AMBULANCE BILLS, EFFECTIVE JANUARY 1, 2019, AND DECLARING AN EMERGENCY, was read for the first time, by title only.

Mr. Cecora said he and Mr. Kluge discussed this. He doesn't know at this point they are ready to execute anything. He spoke with other communities and this seems more like it's coming out of safety forces than finance. Apparently the State AG's office was communicating directly to various fire companies and paramedic troops out there and doing some billing. There's not a lot of information out there.

President Bica said he understands the public universities such as University of Akron, Kent State University use this service for their fees. Mr. Kairis said they have been using it for library fees for a number of years.

President Bica said that if public universities are using this, how does the State have the resources to service small municipalities such as ours?

Mr. Cecora said he would check with the entities and find out exactly what it's about. He is mostly concerned about the success ratio.

Chief Cleveland said he was just talking to Dan Ellenberger from University Hospital about that. There is a widespread trend for departments leaning toward the State doing the collections but the State also does collections for other entities. Many years back, they had started doing things for fire departments, ambulance billing, and they were not prepared for that. It's his understanding that now they are ready to go. There is no fee and the cost is added on to the cost to the person being billed. He will get a contact list to Mr. Cecora so he can talk to someone who uses the service.

There being no further comments or questions, it was decided by those present that the issue would remain on first reading.

**Regular City Council Meeting Minutes**

**December 3, 2018**

**Page Six (6).**

**ORDINANCE NO. 2018-130:** AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH NEIGHBORHOOD DEVELOPMENTS SERVICES, INC. TO PROVIDE PROSPECT HOUSE AND ROOTSTOWN VILLAS WITH REGULAR PHYSICAL ACTIVITY PROGRAMS AND WORKSHOPS TO ENCOURAGE RESIDENTS TO BECOME MORE ACTIVE, INCREASE THEIR HEALTH AND MAINTAIN INDEPENDENCE, AND DECLARING AN EMERGENCY, was read for the first time, by title only.

Mr. Kairis noted that this is the first he's seen anything regarding this issue and he believes they would be better served to have it go through Planning Committee next week for an explanation. It was determined that the legislation would remain on first reading.

**ORDINANCE NO. 2018-131:** AN ORDINANCE AUTHORIZING THE PARKS & RECREATION DIRECTOR TO ENTER AGREEMENTS WITH INDIVIDUALS AND/OR ENTITIES SEEKING THE PARKS AND RECREATION DEPARTMENT'S ASSISTANCE TO PROVIDE CUSTOMIZED PROGRAMS, AND DECLARING AN EMERGENCY, was read for the first time, by title only.

Mr. Kairis said this was discussed in Committee. It's to give the Parks & Rec. Department the ability to conduct programs with various entities. The contract spells out how much to charge for each program. This makes it more efficient so there doesn't have to be a contract come to Council every time the Parks & Rec. Department gets a call about conducting a program. There are specific amounts indicated so the Department can't just charge what they want.

There being no further comments or questions, Ms. Michael moved to waive the requirement that legislation be read at three separate meetings. Mr. Kairis seconded the motion. **Vote: All Ayes.** Mr. Harper moved to approve this Ordinance as an emergency measure for the reason set forth in the Ordinance. The motion was seconded by Mr. Kluge. **Vote: All Ayes.** A motion was made by Ms. Michael, seconded by Mr. Kluge that Ordinance No. 2018-131 be adopted. **Vote: All Ayes.** The President of Council declared Ordinance 2018-131 adopted.

**SECOND READING OF ORDINANCES:** None.

**THIRD READING OF ORDINANCES:** None.

**Old Business:** None.

**New Business:** None.

**Mayor's Remarks:** Mayor Seman stated that a number of things that have been worked on for a long period of time are coming to fruition. The economic development director position contract has been distributed. They are trying to get a final contract to be offered. This is an agreement between the two entities, City of Ravenna and the Township of Ravenna. He wanted to provide that information to Council so they have some background.

Mr. Cimino said the agreement by Ms. DiPaola was written some time ago. He was asked my thoughts about it. Chris Meduri is working on this for the Township. He's left some messages but they haven't been able to get together.

Mayor Seman said he may be coming back to Council to review the legislation concerning the Parks & Recreation Board. The Recreation Department has made a lot of progress with upgrading and offering more programs to the clients. They are working on improving the children's programs and getting them back up to speed. One of the problems they've had is they constantly have to cancel board meetings because two of the appointees are from the Board of Education and their attendance for various reasons has not been good. They end up without a quorum. He has to get back to Mr. Honkula who was going to discuss it with the School Board. They will be making new appointments January 1. He may want to make it one rather than two appointees so they can be okay when they meet. Department works really hard but he thinks this board is very important to have things in place.

## Regular City Council Meeting Minutes

December 3, 2018

Page Seven (7).

Mr. Seman said depends on how things work out, he may come back to Council asking them to reconsider the legislation. The legislation requires two appointees from the Board of Education. There are five who sit on that Board. His wife is on the Board of Education and can't sit on Parks & Recreation due to a conflict of interest. Other people who are available for appointments have various reasons for not being able to get there. This is an important part of the program there and it needs to function. It may need to be adjusted. He's just trying to solve the problem so that the board meetings can take place as scheduled.

Mayor Seman said they are trying to get the JEDD moving forward. There have been some serious meetings with the JEDD. There are new rules. They've managed, with the efforts of Brad Cromes and Todd Peetz to track down an individual who is supposed to be the voice of authority on the formation of JEDDs. It's been difficult to find anyone who has any kind of title or information. They feel it is important enough to get it going. This gentleman would speak to them; he is coming from Columbus and is costly; about \$1,200.00. The Township has agreed to split the cost. Getting everyone together is tricky. What they have looked at is the day after Martin Luther King Day, which is when they usually have the joint meeting for the Cemetery. He could speak after the special meeting, keeping in mind they also have committee of the whole that evening. That's what they are aiming for right now. The individual is committed for January 22. His name is John Albers. The JEDD Board was excited about the fact that he will be available. There are ways to do this that are much easier.

President Bica said he thinks they need to schedule it because if not, it's not going to get done. He thinks that it would be best January 22 at 6:00 PM.

Mayor Seman said there is an offer on the former Center of Hope property. It's on the verge of closing. They agreed to pay \$30,000.00. When they factor in it would cost \$20,000.00 to tear it down, they could come up with \$50,000.00. The building is going to need some serious work. There is always one hold up and that is that the gas company detected a small leak and a plumber is coming out to find the leak and get it fixed. That will move ahead very quickly.

Mayor Seman said he received an email from somebody just doing a solicitation for business. He printed it out just to point out the fact that there is stuff happening in wireless world. The Planning Commission will be holding a public hearing December 18. The company is asking to put in a receiver and sender for 5G network.

Mr. Finney said they are looking to install an antennae on the billboard sign on South Prospect Street. The Code states that the Planning Commission must approve it as a conditional use in the I-1 district. This is necessary for 5G. MCI which is owned by Verizon is about to start an underground project running conduit around the city in various streets. They are going underground with some of it and overhead with some of it. He's sure it has to do with the 5G.

Mayor Seman said the 5G networks are only good for about a mile. There will be a lot of them. This is new technology and is faster and has to be within a mile or so. The tower looks more like a stick with a small thing on the top. It would be about six feet tall on the line.

Mr. Finney said they could be facing more of these very quickly.

Mayor Seman said his concern is that they are going to end up doing this all for free. They need to determine whether there is a way to get these companies to pay something for going on City property. Spectrum pays the City for its use. He just wants them to be aware of this and they may have some ideas. He thinks this will need to be discussed in committee. They can't do anything about the one going up now but they are going to be going up all over town. He thinks they really need to talk to the company. This particular one is for Sprint. They are not going to be the only ones.

Mr. Soudil said they're not going to stop at 5G; they are currently working on 6G. They are going to want to put those antennae on top of the street lights or the signals. The City should get paid for it. It's not going to stop. Wireless is the future.

**Regular City Council Meeting Minutes**  
**December 3, 2018**  
**Page Eight (8).**

It was decided by those present that the Council Clerk would send out for information from the other communities.

There being no further business, the meeting adjourned at 8:04 P.M. The next Regular Council Meeting is scheduled for Monday, January 7, 2019 at 7:00 P.M.

**ATTEST:**

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Council President