MINUTES OF RAVENNA CITY COUNCIL MEETING September 4, 2012

The Regular Meeting of Council of the City of Ravenna was called to order at 7:00 P.M., September 4, 2012, by Council President Francis Ricciardi.

A moment of silence was observed. President Ricciardi then led the Pledge of Allegiance.

The following were present on the roll call: Mr. Berry, Mr. Ribelin, Mr. Rainone, Ms. Spencer, Mr. Seman and Ms. Michael. A motion was made by Mr. Ribelin, seconded by Mr. Berry to excuse Mr. Ferguson. **Voice Vote: All Ayes.**

Also attending the meeting were: Mayor Joseph Bica; Finance Director, Kim Cecora; Service Director, Kelly Engelhart; Law Director, Frank Cimino; Fire Chief Geoffrey Cleveland; Safety Compliance Officer, Larry Shafer and Parks & Recreation Director, Elaine Van Hoose. Also in attendance were Maryanne Kasper, Dorothy Jones, Lucy Ribelin and Mary Brett for the Board of Health. Also attending were Donna Swigart of 528 East Riddle Avenue, Ravenna and Nick Dudek of 328 North Prospect Street, Ravenna.

Mayor Bica presented Maryanne Kasper with a proclamation who has sat on the Ravenna City Health Board for over twenty years. She recently resigned. This is a proclamation in recognition of her many years of service to the Ravenna City Health Board. Everything she has done over the years is greatly appreciated.

Mr. Shafer said they normally give out safety awards through the Safety Committee. Unfortunately, neither of the recipients are here tonight. Jane Poundstone is the secretary for safety council and Danny Mounts is the second recipient who works at the Water Treatment Plant. He is the safety liaison for the committee. He will get their awards to them. He thinks it is important that they be recognized.

MINUTES: A motion was made by Mr. Berry, seconded by Mr. Ribelin to approve the minutes of the Council Work Session of July 23, 2012, Council Work Session minutes of July 30, 2012 and the Regular City Council Meeting Minutes of August 6, 2012. **Voice Vote: All Ayes.**

COMMUNICATIONS: None

DELEGATIONS: Nick Dudek said the personnel minutes from April, 2011 was a lot of debate amongst the council members about opting out of the health insurance plan, contributing a portion toward it. He was wondering what kind of progress, if any, has been made on that.

President Ricciardi said it was his understanding that the city required 100% participation. He's not sure exactly what Mr. Dudek is eluding to; is he eluding to whether or not Council members would retain their health insurance.

Mr. Dudek said from the city's perspective, has that issue been addressed in any way.

Mayor Bica explained that currently it is required that all city employees retain healthcare benefits through the city's plan. If they do not, it changes the overall clause in the hospital networking policy. The budget commission has met several times with the insurance broker. They will be bringing forth to the Council's Public Health & Safety Committee changes to the healthcare coverage that will potentially being affecting everyone who works in the city to bring it more in line with current industry standards. It will also allow individuals to opt out of the policy, making it more flexible for their group as a whole. They have made quite a few strides in that. That will be coming forth for year end decision making. It does effect not only the unions but the non-union employees.

REPORT OF COMMITTEES:

Utilities: Ms. Spencer said this committee has four items on the agenda. The next meeting will be held Monday, September 10, time to be announced.

Information Systems: Mr. Berry said this committee had nothing on the agenda. No meeting is scheduled at this time.

Ravenna City Council Meeting Minutes September 4, 2012 Page Two (2).

Planning Committee: Mr. Rainone said this committee has one item for consideration. A meeting will be held September 10.

Finance Committee: President Ricciardi said that the next Finance Committee meeting is scheduled for September 17, 2012 at 7:00 PM.

Public Health & Public Safety: Mr. Ribelin said this committee has one ordinance on the agenda. A meeting will be held on September 10 at 5:30.

Streets & Sidewalks: Mayor Bica said they would like to discuss tree lawn parking at Streets & Sidewalks Committee on September 10.

Personnel: Ms. Michael said this committee has nothing on the agenda and no meeting scheduled at this time.

Community & Economic Development: Mr. Seman said there is one item on the agenda. A meeting is scheduled for September 10 at 5:00 P.M.

Cemetery: Mr. Seman said things are fairly normal.

First Reading of Ordinances:

ORDINANCE NO. 2012-183: AN ORDINANCE AUTHORIZING THE MAYOR TO FILE AN ECONOMIC DEVELOPMENT GRANT IN THE SUM OF \$325,000.00 THROUGH THE OFFICE OF HOUSING AND COMMUNITY PARTNERSHIPS, FOR FUNDING ASSISTANCE FOR CNC PRECISION MACHINE, INC./A & V HOLDINGS, INC., TO BE LOCATED AT 785 NORTH FREEDOM STREET, IN THE CITY OF RAVENNA, AND DECLARING AN EMERGENCY, was read for the first time, by title only.

Mr. Seman said this is an application for new monies for a business moving into town. They will be going into the location of Pyramid Rubber on North Freedom Street where the Domino Trucking had previously been. There are already other groups in there. This will allow those groups to stay and occupying the rest of the area. It's a machine shop type of operation. They are looking at about 20 jobs. They are bringing quite a few employees with them. The request is for \$250,000.00; \$225,000.00 will be from the state and \$25,000.00 from the RLF. That improves the score when the application is made, if there are local monies. That's what it's there for.

There being no further comments or questions, Mr. Ribelin moved to waive the requirement that legislation be read at three separate meetings. Mr. Berry 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. Seman. **Vote: All Ayes.** A motion was made by Ms. Michael, seconded by Ms. Spencer that Ordinance No. 2012-183 be adopted. **Vote: All Ayes.** The President of Council declared Ordinance 2012-183 adopted.

ORDINANCE NO. 2012-184: AN ORDINANCE APPROPRIATING THE SUM OF \$2,589.00 FROM THE GENERAL FUND FOR THE REPAIR OF STREET LIGHTS DAMAGED IN VEHICLE ACCIDENTS, AND DECLARING AN EMERGENCY, was read for the first time, by title only.

Ms. Engelhart said that this is to keep two streetlamps in stock at all times. They get a better price if they buy two at a time. One by the post office still needs replaced.

There being no further comments or questions, Mr. Seman 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 Ms. Michael. **Vote: All Ayes.** A motion was made by Mr. Seman, seconded by Ms. Spencer that Ordinance No. 2012-184 be adopted. **Vote: All Ayes.** The President of Council declared Ordinance 2012-184 adopted.

Ravenna City Council Meeting Minutes September 4, 2012 Page Three (3).

ORDINANCE NO. 2012-185: AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT WITH STULL CONSULTING FOR A SPILL PREVENTION, CONTROL AND COUNTERMEASURE (SPCC) PLAN AS REQUIRED BY THE FEDERAL ENVIRONMENTAL PROTECTION AGENCY AT THE STREET DEPARTMENT; APPROPRIATING THE SUM OF \$2,000.00 FROM THE STORM WATER FUND (650) TO PAY FOR THE PLAN, AND DECLARING AN EMERGENCY, was read for the first time, by title only.

Ms. Engelhart said this is related to the fuel system. Because the tank sizes were upgraded, there needed to be a different containment plan for the EPA.

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. Spencer. **Vote: All Ayes.** A motion was made by Mr. Ribelin, seconded by Mr. Seman that Ordinance No. 2012-185 be adopted. **Vote: All Ayes.** The President of Council declared Ordinance 2012-185 adopted.

ORDINANCE NO. 2012-186: AN ORDINANCE APPROPRIATING THE SUM OF \$12,000.00 FROM THE WATER FUND (670) TO COMPLETE THE WATER TANK PROJECT AT TONTIMONIA CITY PARK, AND DECLARING AN EMERGENCY, was read for the first time, by title only.

Ms. Spencer said that it was found, during the renovation process, there was significant deterioration of the anchor bolts. It's important to have those in correctly and also they had to move some electrical lines in order to complete the painting.

There being no further comments or questions, Mr. Seman moved to waive the requirement that legislation be read at three separate meetings. Ms. Spencer 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. Seman. **Vote: All Ayes.** A motion was made by Mr. Seman, seconded by Ms. Michael that Ordinance No. 2012-186 be adopted. **Vote: All Ayes.** The President of Council declared Ordinance 2012-186 adopted.

ORDINANCE NO. 2012-187: AN ORDINANCE APPROPRIATING THE SUM OF \$6,500.00 FROM THE STORM FUND (650) TO PAY THE STORMWATER COORDINATOR AND MISCELLANEOUS ADVERTISING AS REQUIRED BY THE STORM WATER PERMIT, AND DECLARING AN EMERGENCY, was read for the first time, by title only.

Ms. Spencer said that this will help the Stormwater Coordinator take the obligations that are necessary for the management plan. It will also help secure permits and implement programs.

There being no further comments or questions, Mr. Seman moved to waive the requirement that legislation be read at three separate meetings. Ms. Spencer 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. Rainone. **Vote: All Ayes.** A motion was made by Mr. Seman, seconded by Ms. Spencer that Ordinance No. 2012-187 be adopted. **Vote: All Ayes.** The President of Council declared Ordinance 2012-187 adopted.

ORDINANCE NO. 2012-188: AN ORDINANCE APPROPRIATING THE SUM OF \$3,000.00 FROM THE WATER FUND (670) AND THE SUM OF \$3,000.00 FROM THE SEWER FUND (677) FOR THE PURCHASE OF WATER CURB BOX PLUGS AND NOTIFICATIONS, AND DECLARING AN EMERGENCY, was read for the first time, by title only.

Ravenna City Council Meeting Minutes September 4, 2012 Page Four (4).

Ms. Spencer said the presentation on the curb boxes was really interesting. They look like they are going to do the trick for them and hopefully they will be tamperproof.

There being no further comments or questions, Mr. Seman moved to waive the requirement that legislation be read at three separate meetings. Ms. Spencer seconded the motion. **Vote: All Ayes.** Mr. Seman 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. Seman, seconded by Ms. Michael that Ordinance No. 2012-188 be adopted. **Vote: All Ayes.** The President of Council declared Ordinance 2012-188 adopted.

ORDINANCE NO. 2012-189: AN ORDINANCE APPROPRIATING THE SUM OF \$20,000.00 FROM THE STORM FUND (650) TO COMPLETE THE STORM DRAIN WORK AT THE STREET GARAGE, AND DECLARING AN EMERGENCY, was read for the first time, by title only.

Ms. Spencer explained there will be several additions made to the drain work and all the additional work is necessary for the drain to work properly.

There being no further comments or questions, Mr. Ribelin moved to waive the requirement that legislation be read at three separate meetings. Mr. Seman seconded the motion. **Vote: All Ayes.** Mr. Seman moved to approve this Ordinance as an emergency measure for the reason set forth in the Ordinance. The motion was seconded by Ms. Spencer. **Vote: All Ayes.** A motion was made by Ms. Spencer, seconded by Mr. Rainone that Ordinance No. 2012-189 be adopted. **Vote: All Ayes.** The President of Council declared Ordinance 2012-189 adopted.

ORDINANCE NO. 2012-190: AN ORDINANCE APPROPRIATING THE SUM OF \$12,000.00 FROM THE PARKS CAPITAL IMPROVEMENT FUND TO BUILD A PAVILION AT CHESTNUT HILLS PARK, AND DECLARING AN EMERGENCY, was read for the first time, by title only.

Mr. Rainone said a donor has come forward and committed to pay for the materials to build the pavilion. Once the materials are purchased, Maplewood Career Center students will construct it. They are very grateful for the generous donation.

There being no further comments or questions, Mr. Seman moved to waive the requirement that legislation be read at three separate meetings. Mr. Rainone seconded the motion. **Vote: All Ayes.** Mr. Seman moved to approve this Ordinance as an emergency measure for the reason set forth in the Ordinance. The motion was seconded by Ms. Spencer. **Vote: All Ayes.** A motion was made by Mr. Seman, seconded by Mr. Ribelin that Ordinance No. 2012-190 be adopted. **Vote: All Ayes.** The President of Council declared Ordinance 2012-190 adopted.

RESOLUTION NO. 2012-191: A RESOLUTION ACCEPTING THE AMOUNTS AND RATES AS DETERMINED BY THE PORTAGE COUNTY BUDGET COMMISSION AND AUTHORIZING THE NECESSARY TAX LEVIES AND CERTIFYING THEM TO THE COUNTY AUDITOR, was read for the first time, by title only.

Mr. Cecora said this is an annual resolution. This is for the 2013 budget, accepting and acknowledges the property tax rates and the revenues that will be generated in 2013 based on county estimates.

There being no further comments or questions, a motion was made by Mr. Ribelin, seconded by Mr. Seman that Ordinance No. 2012-191 be adopted. **Vote: All Ayes.** The President of Council declared Resolution 2012-191 adopted.

Ravenna City Council Meeting Minutes September 4, 2012 Page Five (5).

ORDINANCE NO. 2012-192: AN ORDINANCE APPROVING THE ADVANCES, APPROPRIATIONS TRANSFERS AND FUND TRANSFERS FOR THE MONTH OF JULY, 2012 LISTED ON EXHIBIT "A" ATTACHED HERETO, AND DECLARING AN EMERGENCY, was read for the first time, by title only.

Mr. Cecora said there is only one fund transfer to report. That was to service debt. That was the only activity in those categories.

There being no further comments or questions, Mr. Ribelin moved to waive the requirement that legislation be read at three separate meetings. Mr. Seman seconded the motion. **Vote: All Ayes.** Mr. Seman moved to approve this Ordinance as an emergency measure for the reason set forth in the Ordinance. The motion was seconded by Ms. Spencer. **Vote: All Ayes.** A motion was made by Mr. Seman, seconded by Ms. Spencer that Ordinance No. 2012-192 be adopted. **Vote: All Ayes.** The President of Council declared Ordinance 2012-192 adopted.

ORDINANCE NO. 2012-193: AN ORDINANCE ACCEPTING THE OHIO EMS GRANT AWARD IN THE SUM OF \$4,500.00 FROM THE OHIO DEPARTMENT OF PUBLIC SAFETY; RECORDING ESTIMATED REVENUES IN THE EMS GRANT FUND IN THE SUM OF \$4,500.00 AND IN THE GENERAL FUND IN THE SUM OF \$4,500.00; APPROPRIATING THE SUM OF \$4,500.00 IN EACH OF THE FUNDS FOR TRAINING AND EQUIPMENT, AND DECLARING AN EMERGENCY, was read for the first time, by title only.

Mr. Ribelin said this is to accept \$4,500.00 from the Ohio EMS grant, applied for by the Fire Department and was successful in getting it awarded. He applauds their efforts in being aggressive and going after these grants.

There being no further comments or questions, Mr. Ribelin moved to waive the requirement that legislation be read at three separate meetings. Mr. Seman 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. Seman. **Vote: All Ayes.** A motion was made by Mr. Seman, seconded by Ms. Spencer that Ordinance No. 2012-193 be adopted. **Vote: All Ayes.** The President of Council declared Ordinance 2012-193 adopted.

A motion was made by Mr. Seman, seconded by Mr. Ribelin to include Ordinance No. 2012-194 to the agenda. **Voice Vote: All Ayes.**

ORDINANCE NO. 2012-194: AN ORDINANCE AMENDING ORDINANCE NO. 2012-150 BY CORRECTING THE BASIS FOR WHICH A LIEN WAS PLACED ON THE PROPERTY AT 811 MILL ROAD, RAVENNA, OHIO TO THAT OF DELINQUENT MOWING ASSESSMENT, AND DECLARING AN EMERGENCY, was read for the first time, by title only.

The clerk explained that Ordinance No. 2012-150 stated the reason for the lien was a delinquent utility bill. That was incorrect. It should have said it was for a delinquent mowing assessment. The Portage County Auditor was not willing to accept legislation as it was written.

There being no further comments or questions, Mr. Seman moved to waive the requirement that legislation be read at three separate meetings. Ms. Spencer seconded the motion. **Vote: All Ayes.** Mr. Seman moved to approve this Ordinance as an emergency measure for the reason set forth in the Ordinance. The motion was seconded by Ms. Michael. **Vote: All Ayes.** A motion was made by Mr. Seman, seconded by Ms. Spencer that Ordinance No. 2012-194 be adopted. **Vote: All Ayes.** The President of Council declared Ordinance 2012-194 adopted.

Second Reading of Ordinances: None

Third Reading of Ordinances: None

Ravenna City Council Meeting Minutes September 4, 2012 Page Six (6).

Old Business: None

New Business: Ms. Michael said she contacted Mayor Bica last week regarding the boxes for clothing donations. This weekend, she was at a neighborhood party on Park Avenue and it came to her attention, the one drop off box was put on the lot of the church without permission. It was getting to the point where the clothes were just dumped everywhere. The church called the phone number on the box. That was a disconnected number. Apparently, now the Police have gotten involved. They sent a letter asking the people to remove the box. The letter came back to the Police stating the address wasn't real. She would like the other boxes in the City to be checked out to see if they are even legitimate. She knows they are on private property one would think they would get permission to put them there. There are a lot of clothes strewn about. The church has apparently had a hard time and the trash haulers do not want to come and get the box. Now, they've had to put that box in the back part of their parking lot. Her question is, who is on the other end, obtaining this stuff people are donating.

Mayor Bica said they are all on private property. That was the first time any one was notified of a complaint through the church. They can't prevent someone from putting a private drop box on private property. They'd have to go check on each one of those unless there is a complaint that is filed.

Ms. Engelhart said people usually call and say that they're full. Kay will then call the private property owner.

Ms. Michael said this is not a workable number. It's just a red flag for her. She has seen them throughout the City and they appear to be very junky when they're not picked up in a timely manner. They become a waste place.

Ms. Engelhart said they can't do anything about it if it's on private property unless a complaint is made and then they'll go check on them.

President Ricciardi asked if they can't notify those whose property the boxes are on. Once they start looking junky, they become a nuisance.

Ms. Engelhart concurred noting then they will call and usually, the ones they have notified have been taken care of. They call the property owner or the business and then they're taken care of.

Mayor Bica said the procedure would be if there is junk on the property, they would call the property owner first. Normally, it's taken care of.

Ms. Engelhart said that it's similar to trash on the tree lawn.

Ms. Michael said one on Main Street was getting pretty high with trash bags out there for days and then she heard about this other situation. She thinks it's important they be aware of this problem.

Mr. Ribelin said that about a year ago, an ordinance was passed dealing with political signs as to when they could be put up and had to be taken down. He believes the ordinance stated it had to be no sooner than 30 days prior to the election. For over a week, there have been several political signs posted at a business next to the Circle K on Washington Street.

Mayor Bica said that they can have that taken care of. When they see that they can call the Service Director's office or call the Building Department directly and they will site the offenders.

President Ricciardi said he asked the clerk to make a copy of an ordinance from Beachwood, Ohio referencing banning the use of cell phones within the municipality of Beachwood. He understands the State has enacted legislation that would limit. Sometimes municipalities mirror that State legislation. He doesn't know if this would be something that they may want to consider in the Public Health & Safety Committee meeting. He's sure they will talk with Chief Adkins with reference to this and Mr. Cimino in terms of making this work if they decide to go into that direction.

Ravenna City Council Meeting Minutes September 4, 2012 Page Seven (7).

Mayor's Remarks: Mayor Bica said he wanted to let everyone know that Family & Community Services will be conducting a senior service day on November 3 in the City of Ravenna. They have done this in Kent for a number of years. They bring together volunteers to help senior citizens with small home repairs, cleanup of their yards, shrubs, bushes, leaf raking, etc. It's one day. He distributed literature giving a background of what it's about. Councilwoman Michael is involved. They are looking for volunteers and individuals who may need assistance from the volunteers on that day. If they know of any seniors who may need some help around their yard on that day, it would be nice to give those names either to Ms. Michael or to the numbers on the bottom of the brochure. They will contact those in need and arrange to have a team out there to help out. They are hoping to expand this next year to potentially help with some grab bars, broken steps, small repairs. This is Ravenna's first year. It's been very successful in Kent for a number of years. The City will have two teams working on that day under the Service Director's direction to go out to some seniors' homes.

Ms. Engelhart noted that the brochure went out this month in the water bills so every resident will have that so if someone knows someone else or if they are a senior themselves that would need assistance, they could contact the number directly.

Mayor Bica said he received a telephone call from the Portage County Port Authority today. They wanted to let the City know they received three quotations for the market study on the old high school property. They are moving swiftly to build a marketing study as to what would be the best development. They will be looking for the City's input at some time but they did want them to know they are working on it. It has not died and that the Port Authority is spending money on the redevelopment already. They wanted to make sure they were informed and part of the process as they proceed.

Mayor Bica said they will be conducting interviews for Shade Tree Commission under the supervision of the Service Director and arborist. That is well underway. They did solicit members for the Rental Board of Appeals. That is a board appointed by council. Those names will be turned over to them in the next few days. They have filled the vacant seat on the Civil Service Commission with Attorney Tim Thomas. That was just done today. He wanted to let them know there is a retirement of Jane Poundstone from the Fire Department who works half the time in the Fire Department and half the time in the Street Department. They will be coming back to Personnel in the near future regarding that position. That is a split position. They have envisioned replacing that with two part-time persons. He wanted to let them know that they have assigned somebody at the schools as a school resource officer. The school has agreed to pay to have a fulltime school resource officer for the complete school year. He believes it has already made a difference in the demeanor and the social network at the high school. He thinks they are very fortunate that the school is placing a priority on that and putting an officer there fulltime.

Mayor Bica went on to say that Mr. Berry brought to his attention an issue regarding home based businesses. He thinks they need some further discussion on how they monitor, track and enforce home based business licensure. Mr. Berry brought to his attention that he had to go through licensing for his home based business and there are others within the city that they may have identified and they need to be put on notice as to such. If they have other home based businesses they want to bring to their attention to check up on, they will do that.

Mr. Berry said that issue was brought to his attention. He received a phone call about two individuals who are doing business with the City. He doesn't want to name those individuals but he was told if they are going to do business with the City they should at least be legitimate businesses. That's when he contacted the mayor.

At 7:45 PM, a motion was made by Ms. Michael to go into Executive Session regarding human resource/personnel issues. The motion was seconded by Mr. Ribelin. **Vote: All Ayes.**

Ravenna City Council Meeting Minutes September 4, 2012 Page Eight (8).

A motion was made by Mr. Seman at 8:10 PM to adjourn Executive Session. The motion was seconded by Ms. Michael **Vote: All Ayes.**

There being no further business, the meeting adjourned at 8:10 P.M. The next Regular Council Meeting is scheduled for Monday, October 1, 2012 at 7:00 P.M.

ATTEST:		
Kathryn M. Hann	Francis M. Ricciardi	
Clerk of Council	Council President	