



**Ravenna City Council  
Regular Meeting Minutes  
Monday April 4, 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. April 4, 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; Council Clerk; Chelsea Gregor, Dirk Remley, Amy Adams, Ryann Kuchenbecker, Eric Guy, Arasin Hughes, Kali Roberts, DeAnne and Jim Wade, John McFarland, Patty Ann Hicks, Cliff Soudil, Larry Silenius, and Diane Smith

**Approval of the Minutes:**

- Motion to approve the March 7, 2022 Regular Council meeting minutes and the February 22, 2022 and March 21, 2022 Special Council meeting minutes by Mr. Calfee, 2<sup>nd</sup> by Ms. West- **All Ayes**

**Communications-** An address correction notification from the Ohio Department of Commerce.

**Delegations from the Public-** Ryan Kuchenbecker from the Ravenna Chamber of Commerce addressed Council to inform them of upcoming events that they are hosting this year. She stated that they hosted two Portage County Cares Lunches at the Ravenna University Hospital for employees, volunteers, interns, and students. They raised a total of \$15,000 and fed approximately 915 people each luncheon.

The Raven Awards will be on June 1<sup>st</sup> at the Ravenna High School and the Ravenna Rocks concert series which will begin July 2<sup>nd</sup> and run through October. The Chamber will host their annual golf outing on August 26<sup>th</sup> at Windmill Golf Course, the downtown Halloween walk will be back and the Ravenna Holiday celebration will be on November 25<sup>th</sup>.

The Ravenna Chamber of Commerce is hosting a business roundtable the first Thursday of each month at the West Main St. Winery.

Dirk Remley, Charter Review Commission Chairperson, stated that they will review articles that relate to City Council and invited Council to the next meeting which will be held on Wednesday April 6<sup>th</sup>. He said that it was beneficial to speak with the Mayor about related articles and said it would be beneficial for Council members to attend. Ms. Michael and Mr. Moskun stated that they would be able to attend.

Mr. Remley stated that the Commission is going through agendas as specified and said that they will be discussing Mayoral and administrative salaries.

Amy Adams introduced the new Executive Director for Main Street Ravenna, Arasin Hughes, and stated that she will be back to address Council at the May meeting.

**Report of Officials:**

- Motion to approve the Report of Officials by Mr. Harper, 2<sup>nd</sup> by Mr. Moskun- **All Ayes**

**Report of Committees: Committee meetings start @ 6:00 PM 4/11/2022**

**Utilities:** Mr. Moskun stated that there is no meeting planned.

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

**Planning:** Mr. Kairis stated that there were three 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 April 18, 2022, at 6:00 pm.

**Public Health & Safety:** Ms. Michael stated that there will be a committee meeting.

**Streets & Sidewalks:** Mr. Harper stated that there were three 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 there was one item on the agenda and a committee meeting is to be determined.

**Cemetery:** Mr. Moskun stated that there will be a meeting on April 27<sup>th</sup> at 8:00 am to discuss the Jack Schaefer Trust. They will discuss progress in the cemetery and Jason Kentner will be in attendance. Later in the day there will be a mediation at 6pm regarding the cemetery. Mr. Moskun stated that the audit came back clean and the cemetery has purchased a 60" inch cut, zero turn law mower for \$19,000 which will replace the current mower that is 12 years old.

**Parks & Recreation:** Mr. Calfee stated that the 17<sup>th</sup> Annual Marlene Watt 5K has raised \$6,500 for the scholarship fund.

The Archery Club has filled up for their spring classes and there has been a temporary archery range built next to the Ravenna Athletic Club.

There have been 12 employees hired for the summer camp.

### **First Reading of Ordinances:**

**ORDINANCE NO. 2022-036** AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A 5-YEAR CONTRACT WITH CLOUDPERMIT WITHOUT COMPETITIVE BIDDING FOR A SOFTWARE PROGRAM TO ADDRESS THE SPECIAL REQUIREMENTS OF THE BUILDING DEPARTMENT AND DECLARING AN EMERGENCY.

There being no further comments or questions.

- Motion to waive three separate readings by Ms. Michael, 2<sup>nd</sup> by Mr. Calfee- **All Ayes**
- Motion to adopt emergency clause by Ms. West, 2<sup>nd</sup> by Ms. Wood- **All Ayes**
- Motion to pass Ordinance No. 2022-036 by Mr. Harper, 2<sup>nd</sup> Mr. Kairis- **All Ayes**

Ordinance 2022-036 was adopted.

**ORDINANCE NO. 2022-037** AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT FOR THE 2021-2022 SCHOOL YEAR FOR THE SCHOOL RESOURCE OFFICER, AND DECLARING AN EMERGENCY.

Mayor Seman stated that the agreement is for the remainder of the school year until June 2022. Mr. Kairis noted that the agreement was already signed by the school on February 14<sup>th</sup>, 2022 and the Mayor stated that the officer is already in place at the school.

There being no further comments or questions.

- Motion to waive three separate readings by Mr. Harper, 2<sup>nd</sup> by Ms. Wood- **All Ayes**
- Motion to adopt emergency clause by Ms. West, 2<sup>nd</sup> by Mr. Kairis- **All Ayes**
- Motion to pass Ordinance No. 2022-037 by Ms. Michael, 2<sup>nd</sup> Mr. Harper- **All Ayes**

Ordinance 2022-037 was adopted.

**ORDINANCE NO. 2022-038** AN ORDINANCE TO APPROPRIATE \$30,000.00 FOR THE MERIDIAN ST. PARKING LOT REPAVING PROJECT, AND DECLARING AN EMERGENCY.

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Mr. Finney stated that additional funds needed to be appropriated due to increased project costs. A donation of \$13,800 for trees will be reimbursed to the City after the installation. Mr. Finney stated that he would like to install power outlets 10 feet high on the parking lot lights for holiday decorations.

Mr. Soudil addressed Council to confirm where the funds for the project would come from. Mr. Huff stated that they would be coming out of Fund 553 which is the Capital Improvement Fund. There being no further comments or questions.

- Motion to waive three separate readings by Mr. Harper, 2<sup>nd</sup> by Ms. West- **All Ayes**
- Motion to adopt emergency clause by Mr. Harper, 2<sup>nd</sup> by Mr. Kairis- **All Ayes**
- Motion to pass Ordinance No. 2022-038 by Mr. Kairis, 2<sup>nd</sup> Ms. West- **All Ayes**

Ordinance 2022-038 was adopted.

**ORDINANCE NO. 2022-039** AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT WITH PERRIN ASPHALT FOR THE MERIDIAN ST. PARKING LOT PROJECT, AND DECLARING AN EMERGENCY.

Mr. Finney stated that the ordinance goes along with the previous ordinance and stated that he believes the total cost of the project will be approximately \$104,000.

There being no further comments or questions.

- Motion to waive three separate readings by Mr. Calfee, 2<sup>nd</sup> by Ms. West- **All Ayes**
- Motion to adopt emergency clause by Mr. Calfee, 2<sup>nd</sup> by Mr. Moskun- **All Ayes**
- Motion to pass Ordinance No. 2022-039 by Mr. Calfee, 2<sup>nd</sup> Ms. West- **All Ayes**

Ordinance 2022-039 was adopted.

**ORDINANCE NO. 2022-040** AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT WITH RONYAK PAVING FOR THE SOUTH CHESTNUT ST./ RIDDLE AVE. PAVING PROJECT, AND DECLARING AN EMERGENCY.

Mr. Harper stated that it is a half million-dollar project with the City's portion at \$128,000. Mr. Calfee asked when the project will begin, and Mr. Finney stated that he will find out next week.

There being no further comments or questions.

- Motion to waive three separate readings by Ms. Michael, 2<sup>nd</sup> by Ms. Wood- **All Ayes**
- Motion to adopt emergency clause by Mr. Harper, 2<sup>nd</sup> by Ms. Wood- **All Ayes**
- Motion to pass Ordinance No. 2022-040 by Mr. Kairis, 2<sup>nd</sup> Mr. Harper- **All Ayes**

Ordinance 2022-040 was adopted.

**ORDINANCE NO. 2022-041** AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT WITH AGRI-SLUDGE, INC. FOR REMOVAL OF SLUDGE FROM THE WASTEWATER TREATMENT PLANT, AND DECLARING AN EMERGENCY.

Mr. Moskun stated that it is a 2-year contract that the City has renewed for several years. The service is a necessity that takes the sludge away and the company does the record keeping as required by the EPA.

There being no further comments or questions.

- Motion to waive three separate readings by Ms. Wood, 2<sup>nd</sup> by Mr. Kairis- **All Ayes**
- Motion to adopt emergency clause by Ms. West, 2<sup>nd</sup> by Mr. Moskun- **All Ayes**
- Motion to pass Ordinance No. 2022-041 by Mr. Harper, 2<sup>nd</sup> Mr. Moskun- **All Ayes**

Ordinance 2022-041 was adopted.

**ORDINANCE NO. 2022-042** AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A SPONSOR/SITE AGREEMENT WITH COMMUNITY ACTION COUNCIL TO PROVIDE MEALS AT THE PARKS AND RECREATION SUMMER DAY CAMP, AND DECLARING AN EMERGENCY.

Mr. Kairis stated that it is an annual meal program at no cost to the City. The service provides free meals to children up to 18 years old and adults with disabilities.

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There being no further comments or questions.

- Motion to waive three separate readings by Mr. Calfee, 2<sup>nd</sup> by Ms. Wood- **All Ayes**
- Motion to adopt emergency clause by Mr. Calfee, 2<sup>nd</sup> by Mr. Moskun- **All Ayes**
- Motion to pass Ordinance No. 2022-042 by Mr. Calfee, 2<sup>nd</sup> Mr. Moskun- **All Ayes**

Ordinance 2022-042 was adopted.

**ORDINANCE NO. 2022-043** AN ORDINANCE AUTHORIZING THE MAYOR TO SIGN AN AGREEMENT WITH THE NORTHEAST OHIO REGIONAL SEWER DISTRICT FOR THE WAHOO WETLANDS PROJECT, AND DECLARING AN EMERGENCY.

Mr. Kairis stated that the Parks and Recreation Department obtained the land through a grant and that sponsors will pay for the project. The agreement is between the City and the entity who will oversee the project.

There being no further comments or questions.

- Motion to waive three separate readings by Ms. Michael, 2<sup>nd</sup> by Ms. West- **All Ayes**
- Motion to adopt emergency clause by Mr. Calfee, 2<sup>nd</sup> by Mr. Kairis- **All Ayes**
- Motion to pass Ordinance No. 2022-043 by Mr. Calfee, 2<sup>nd</sup> Mr. Moskun- **All Ayes**

Ordinance 2022-043 was adopted.

**ORDINANCE NO. 2022-044** AN ORDINANCE TO APPROPRIATE AN AMOUNT NOT TO EXCEED \$325,000.00 FOR THE PURCHASE OF REAL ESTATE OWNED BY THE PORT AUTHORITY, AND DECLARING AN EMERGENCY.

Ms. Wood stated that an offer of \$315,000 to purchase the property was accepted. The item is to appropriate an amount not to exceed \$325,000 so that the difference will cover any closing costs. There being no further comments or questions.

- Motion to waive three separate readings by Ms. Wood, 2<sup>nd</sup> by Mr. Moskun- **All Ayes**
- Motion to adopt emergency clause by Ms. West, 2<sup>nd</sup> by Mr. Calfee- **All Ayes**
- Motion to pass Ordinance No. 2022-044 by Mr. Harper, 2<sup>nd</sup> Ms. Wood- **All Ayes**

Ordinance 2022-044 was adopted.

**ORDINANCE NO. 2022-045** AN ORDINANCE APPROVING THE CREATION OF A DESIGNATED OUTDOOR REFRESHMENT AREA (DORA) FOR THE CONSUMPTION OF ALCOHOL IN SPECIFIED PUBLIC AREAS OF DOWNTOWN RAVENNA, AND DECLARING AN EMERGENCY.

Council discussed trash pick up within the DORA and Mr. Moskun expressed his concern regarding city trash cans filling up outside businesses between pick-ups.

Ms. Wood addressed the Sanitary Plan within the DORA application and stated that she would like to keep the verbiage vague, but that an additional pick-up day could be added to the current trash pick up schedule.

Ms. Dubinsky stated that there are 62 trash cans within the DORA and Republic would be willing to add an additional pick-up day on Monday for trash cans as needed.

Details of the DORA will still need some clarification and it was stated that if the application is kept vague then it is easier to adjust details as needed moving forward.

There being no further comments or questions.

Ordinance 2022-045 was left to move on to second reading.

**Second Reading of Ordinances: None**

**Third Reading of Ordinances: None**

**Old Business- None**

**New Business- None**

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**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-** Mr. Kairis stated that Art on Main is underway and will be downtown on June 11<sup>th</sup> from 11am- 5pm.

**Ms. Michael-** Ms. Michael stated that the Center of Hope is collecting non-perishable food items for their annual hunger challenge between Ravenna and Kent.

**Mr. Harper-** No Comment

**Mayor's Remarks-** Mayor Seman reiterated Ms. Michaels announcement of the annual 2022 Hunger Challenge between Ravenna and Kent to see who can raise the most food and monetary donations in the month of April. Donations go to the Center of Hope in Ravenna, and the Kent Social Services.

Mayor Seman stated that there will be a Special Council meeting held April 11<sup>th</sup> for LG Chem. It will be for an ordinance to replace the previous ordinance for the Enterprise Zone Agreement. The agreement will then move on to the County Commissioners on April 28<sup>th</sup> for approval. Regional Planning has stated that there has been a request for CBGB funds for a new boiler for Family Services.

The Haven will be opening on April 19<sup>th</sup> and Mayor Seman has expressed interest in giving the State of the City at the opening.

A marijuana dispensary has shown interest in a location within the city, but it is within 500 feet of Children's Advantage which the city prohibits.

Ms. Dubinsky stated to update Council that the price for utilities through NOPEC is higher than what the city currently pays for gas and electricity.

The Law Director requested an executive session to discuss existing pending litigation and an upcoming mediation at the end of the month.

Ms. Michael made a motion to go into executive session to discuss pending litigation and an upcoming mediation.

- Motion to go into Executive Session at 7:57 pm by Ms. Michael, 2<sup>nd</sup> by Mr. Moskun-  
**All Ayes**

Council went into Executive Session to discuss a pending litigation and an upcoming mediation.

- Motion to come out of Executive Session at 7:47 pm by Mr. Kairis, 2<sup>nd</sup> by Ms. Wood-  
**All Ayes**

There being no further business, the meeting adjourned at 7:48 P.M.

- Motion to adjourn by Ms. Michael, 2<sup>nd</sup> Ms. Wood- **All Ayes**

The next Regular Council Meeting is scheduled for Monday, May 2, 2022, at 6:00 P.M.

**ATTEST:**

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Clerk of Council

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Council President