



**Ravenna City Council
Regular Meeting Minutes
Tuesday September 6, 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. September 6, 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, Christina West, Cheryl Wood, and Tim Calfee.

Also in attendance: Mayor Frank Seman; Law Director, Frank Cimino; Police Chief, Jeff Wallis; Finance Director, Brian Huff; Council Clerk; Chelsea Gregor, Arasin Hughes, Amy Adams, Cliff Soudil, Larry Silenius, John McFarland, and Diane Smith

Approval of the Minutes:

- Motion to approve the August 1, 2022, Regular Council, the August 8, 2022 and August 22, 2022 Special Council meeting minutes by Ms. Michael, 2nd by Ms. West-
All Ayes

Communications- A letter from the Ohio Division of Liquor Control addressing liquor permit expirations.

A letter from the Board of Elections regarding the Charter Review Commission galley proofs for the election.

An invitation to the NE Hub Public Officials Breakfast Reception.

Delegations from the Public- Main Street Ravenna Executive Director, Arasin Hughes introduced herself to Council. Ms. Hughes provided Council an overview of the year's efforts and accomplishments throughout the community and with organizations. She stated that The Main Street Mile was nominated for a Celebrate Portage award, they are working to enhance the Ravenna Township Park, have facilitated a new mural behind Vance's Creamery and numerous other efforts and accomplishments. Ms. Hughes provided a list of tentative 2023 events and announced a new Youth Community Star project which highlights community-oriented youth.

Record Courier Reporter, Diane Smith, addressed Council on behalf of the Record Courier News Guild to inform them of newspaper layoffs that have occurred throughout the county due to newspaper buyouts. She stated that most recently a local news editor was laid off after 25 years of service. She explained that they discovered 400 positions have been eliminated and that it is a serious blow to democracy and local news reporting. Ms. Smith stated that if there is any local news that should be addressed to please contact a reporter at the Record Courier, one of them being her. She stated that the Guild wishes to have another town hall meeting and will notify Council if they wish to attend and ask questions.

Mr. Kluge thanked Ms. Smith and stated that he appreciates the crucial role that newspapers play in a community.

Report of Officials:

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

Report of Committees: Committee meetings start at 6:00 PM 9/12/2022

Utilities: Mr. Moskun stated that there is nothing at this time.

Information Systems: Ms. West stated there will not be a meeting.

Ravenna City Council Meeting Minutes
September 6, 2022
Page Two (2).

Planning: Mr. Kairis stated that there was one item for consideration that evening, and there will be a meeting.

Committee of the Whole: Mr. Kluge stated that the next Committee of the Whole meeting is Monday September 19, 2022, at 6:00 pm.

Public Health & Safety: Ms. Michael stated that there are a couple items on the agenda and there will be a committee meeting which Mr. Harper will Chair since she will be out of town.

Streets & Sidewalks: Mr. Harper stated that there is one item for that evening and there will be a committee meeting.

Personnel: Mr. Calfee stated that there will be a committee meeting.

Community & Economic Development: Ms. Wood stated that a meeting is to be determined.

Cemetery: Mr. Moskun stated that the cemetery is looking good financially and that they are contacting lumberjacks about trees.

Mr. Harper added that they will be planting trees in the fall.

Parks & Recreation: Mr. Calfee stated that there is expanded programing to now include gymnastics and tumbling for children up to 10 years old, adding that it is a new program and that he hopes it fills up.

Mr. Kluge stated that the Parks and Recreation softball has been a fun time.

First Reading of Ordinances:

ORDINANCE NO. 2022-083 AN ORDINANCE ACCEPTING A DONATION TO THE RAVENNA FIRE DEPARTMENT IN THE SUM OF \$1,000.00 FROM THE SWAGELOK COMPANY, RECORDING ESTIMATED REVENUES IN THE SUM OF \$1,000.00 AND APPROPRIATING THE SUM OF \$1,000.00, AND DECLARING AN EMERGENCY.

Ms. Michael stated that it is a generous donation from the Swagelok Company to the Fire Department and there is no match required.

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. 2022-083 by Mr. Harper, 2nd Ms. Michael- **All Ayes**

Ordinance 2022-083 was adopted.

ORDINANCE NO. 2022-084 AN ORDINANCE ACCEPTING A DONATION TO THE RAVENNA POLICE DEPARTMENT IN THE SUM OF \$1,000.00 FROM THE SWAGELOK COMPANY; RECORDING ESTIMATED REVENUES IN THE SUM OF \$1,000.00 AND APPROPRIATING THE SUM OF \$1,000.00, AND DECLARING AN EMERGENCY.

Ms. Michael stated that the item is the same kind of donation but to the Police Department.

There being no further comments or questions.

- Motion to waive three separate readings by Ms. Wood, 2nd by Ms. Michael- **All Ayes**
- Motion to adopt emergency clause by Ms. Wood, 2nd by Ms. West- **All Ayes**
- Motion to pass Ordinance No. 2022-084 by Mr. Kairis, 2nd Mr. Moskun- **All Ayes**

Ordinance 2022-084 was adopted.

ORDINANCE NO. 2022-085 AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT WITH JD SERVICES FOR THE PAINTING OF PAVEMENT MARKINGS AND STRIPING, AND DECLARING AN EMERGENCY.

Mr. Harper stated that the ordinance is an annual program.

There being no further comments or questions.

Ravenna City Council Meeting Minutes

September 6, 2022

Page Three (3).

- Motion to waive three separate readings by Mr. Harper, 2nd by Ms. West- **All Ayes**
- Motion to adopt emergency clause by Ms. Michael, 2nd by Mr. Moskun- **All Ayes**
- Motion to pass Ordinance No. 2022-085 by Ms. West, 2nd Ms. Wood- **All Ayes**

Ordinance 2022-085 was adopted.

ORDINANCE NO. 2022-086 AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT WITH T. MANFRASS & ASSOCIATES ARCHITECTS, LLC, OF RAVENNA TO DEVELOP THE “PROGRAM OF REQUIREMENTS AND CONCEPTUAL PLANNING” AND APPROPRIATE \$23,900 FROM THE GENERAL FUND, AND DECLARING AN EMERGENCY.

Mr. Kairis stated that the City has purchased the former Ravenna High School property for the purpose of a new City Services Complex. He stated that the next step is to hire an architectural firm to help with the conceptual planning process and assist with bond issues.

There being no further comments or questions.

- Motion to waive three separate readings by Mr. Calfee, 2nd by Ms. Wood- **All Ayes**
- Motion to adopt emergency clause by Mr. Calfee, 2nd by Mr. Harper- **All Ayes**
- Motion to pass Ordinance No. 2022-086 by Mr. Calfee, 2nd Ms. Wood- **All Ayes**

Ms. Michael was unavailable and did not vote for all three motions.

Ordinance 2022-086 was adopted.

ORDINANCE NO. 2022-087 AN ORDINANCE ACCEPTING A PROPOSAL PROVIDED BY LOVE INSURANCE AGENCY, A COPY OF WHICH IS ATTACHED HERETO AND MARKED EXHIBIT “A” FOR THE RENEWAL OF INSURANCE COVERAGE FOR THE PERIOD OF SEPTEMBER 14, 2022 THROUGH SEPTEMBER 14, 2023, AND DECLARING AN EMERGENCY.

Mr. Huff stated that the cost has increased from the previous year. He said that property values are being insured for more but deductibles have not changed. Mr. Huff clarified that Love Insurance bids out to get the best insurance price for the City and that Cyber Insurance is included. There being no further comments or questions.

- Motion to waive three separate readings by Ms. Wood, 2nd by Ms. West- **All Ayes**
- Motion to adopt emergency clause by Mr. Kairis, 2nd by Ms. Michael- **All Ayes**
- Motion to pass Ordinance No. 2022-087 by Ms. West, 2nd Ms. Wood- **All Ayes**

Ordinance 2022-087 was adopted.

RESOLUTION NO. 2022-088 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.

Mr. Huff stated that it is an annual housekeeping item to certify a total of \$704,522 as the City’s property tax revenue estimate for 2022.

There being no further comments or questions.

- Motion to pass Resolution No. 2022-088 by Mr. Harper, 2nd Ms. Michael- **All Ayes**

Resolution 2022-088 was adopted.

Second Reading of Ordinances: None

Third Reading of Ordinances: None

Old Business- None

New Business- None

Ravenna City Council Meeting Minutes
September 6, 2022
Page Four (4).

President of Council Remarks- Mr. Kluge asked Ms. Smith to keep Council informed with the ongoings of the Record Courier News Guild.

Council Member Remarks

Mr. Harper- No Comment

Ms. Michael- Ms. Michael thanked everyone that worked to put together the DORA grand opening, including Council, the Chamber of Commerce and Main Street Ravenna.

Mr. Kairis- Mr. Kairis stated to add to Ms. Michaels comment, that it was really nice to see the community organizations come together, side by side, for the ribbon cutting.

Mr. Moskun- Mr. Moskun stated that he is encouraged by seeing the Chamber and Main Street Ravenna working together.

Mr. Calfee- Mr. Calfee stated that it is great seeing projects getting completed around town, especially Riddle Ave. being paved, adding that they did a great job on sidewalk repairs. Mr. Calfee additionally thanked the residents for passing the levy that is helping to pave and repair streets and sidewalks.

Ms. West- Ms. West stated that it is nice seeing the growth of the Ravenna Rocks Concert Series and their willingness to progress and make changes. She said that the Police and Fire Departments were out which added some nice community involvement.

Ms. Wood- Ms. Wood commended the Chamber and Main Street Ravenna for the events that they have been hosting throughout the summer and that she is excited to see how they will continue to grow. She stated that the Balloon A-Fair is coming up and they are looking for volunteers to help. Ms. Wood added that it is nice to see the clean up that is happening downtown between the streets and the mural, and added that great things are happening.

Mr. Finney stated that the Planning Commission is set to meet the 27th of September at 6:30pm and the one item on the agenda is a medical marijuana proposal for North Chestnut St. The area is zoned a C-1, Commercial One, and the company would like to tear down the house next to the building for additional parking.

Mayor's Remarks- Mayor Seman addressed the concern of homeless persons in the community and stated that the City is compiling a list of people who provide services to those in need. He stated that he is going to have a meeting with that group to discuss how the City can improve the help to those individuals.

Mayor Seman stated that the City is making progress with the downtown businesses with the concert series and the new DORA (Designated Outdoor Refreshment Area). He said that after the DORA presentation he spoke to a couple who stated how excited they were about the changes in Ravenna and the crowds that are coming downtown.

Mayor Seman stated that the Water Distribution item will be put on the committee agenda and to get ahold of him, or other administration, if there are questions.

Mayor Seman informed Council that he was told that there was legislation passed federally that stated that the City could not be paid for services provided at Camp Garfield. He stated that he will have another meeting with them and that the City will continue to provide services to the camp with enlisted back up from Rootstown, Charlestown and Edinburg, adding that their calls are few, with only 3 or four this year.

Mayor Seman stated that the City received their first call for union negotiations, and they will be meeting with the City in October, adding that there are 5 unions which will keep the City busy throughout the fall season. He said that he hopes to have all negotiations completed by the first of the year.

The Law Director stated that he would like to go into executive session to discuss possible litigation and a potential resolution in relation to criminal charges and civil litigation.

- Motion to go into Executive Session at 6:52 pm by Ms. West, 2nd by Ms. Michael - All Ayes

Council went into Executive Session to discuss possible litigation and a potential resolution in relation to criminal charges and civil litigation.

- Motion to come out of Executive Session at 7:23 pm by Ms. West, 2nd by Ms. Wood- All Ayes

Ravenna City Council Meeting Minutes
September 6, 2022
Page Five (5).

- Motion to adjourn at 7:24 pm by Ms. Wood, 2nd Ms. West- **All Ayes**

The next Regular Council Meeting is scheduled for Monday October 3, 2022, at 6:00 P.M.

ATTEST:

Clerk of Council

Council President