



**RAVENNA CITY COUNCIL
COMMITTEE OF THE WHOLE MEETING MINUTES
November 21, 2022, at 6:00pm**

The public meeting was held in person in Council Chambers.

The Committee of the Whole Meeting was called to order at 6:00 P.M. by Council President, Andrew Kluge.

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

Also in attendance: Mayor Frank Seman; Finance Director, Brian Huff; Council Clerk, Chelsea Gregor; Larry Silenius, Cliff Soudil and John McFarland

The first item on the agenda was to approve the Committee of the Whole meeting minutes from October 24, 2022.

- Motion to approve the October 24, 2022, Committee of the Whole minutes by Ms. Michael, 2nd by Mr. Moskun- **All Ayes**

The second item was an ordinance to accept a \$13,800 donation from Main Street Ravenna for the parking lot trees.

Mr. Harper stated that the item is an anonymous donation to cover the cost of the trees for the Meridian St. parking lot project and added that the project is complete. He said that there were 12 trees planted and that they are approximately 3” in diameter.

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

The third item was an ordinance authorizing the Mayor to enter into an agreement with the University of Akron for the Water Operations & Capital Projects Support.

Mr. Moskun stated that the item is a housekeeping ordinance to provide consultant services to the Water Plant. The contract was changed from a two-year contract to a three-year contract.

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

The fourth item was an ordinance authorizing the Mayor to enter into an agreement with the University of Akron for the Wastewater Operations & Capital Projects Support.

Mr. Moskun stated that the item is a housekeeping ordinance to provide consultant services to the Wastewater Treatment Plant. The contract was changed from a two-year contract to a three-year contract.

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

The fifth item was an ordinance authorizing the Mayor to enter into a contract with the Portage County Public Defender.

Mr. Kairis stated that the item is a yearly contract to provide indigent persons public defender services who are unable to afford their own.

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

The sixth item was an ordinance adding 1434.03 (o) to the codified ordinances to establish a quorum and voting members in attendance for action items.

Mr. Kairis explained that at the Committee meeting a suggestion was made in response to concerns regarding a quorum at Design Review Commission (DRC) meetings. The DRC will be losing a member at the end of the month and has not been able to fill another seat that has remained vacant. The suggestion given to Council was to set a quorum and to reduce the number needed from 5 members to 4 members. In addition, the majority of members present for a quorum would allow a motion and vote to be permissible.

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

The seventh item was an ordinance adopting the Anti-Displacement and Relocation Assistance Plan.

Ms. Wood stated that the item is an addition to the ARPEG grant and states that no one will be displaced due to the grant project.

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

The eighth item was an ordinance to renew the contract for Dennis West as the Economic Development Director.

Mayor Seman stated that the contract with Mr. West is finished, and he would like to have it passed at the December Council meeting. He said that Ravenna Township would like to renew the joint contract with the City and Mr. West. The contract amount will be increased \$10,000 and Ravenna Township will continue paying the \$15,000 that they have committed to in the past. Mr. Kairis addressed the issue that the position used to be employed by the City, but Mayor Seman stated that Mr. West would like to remain a consultant.

Mr. Kluge stated that the contract is for one year, the value is there, and that he recommends moving it forward.

Mr. Moskun stated that since the MOU for Mr. West is not officially signed, that he would like to make sure the Township is dedicated to the contract.

Mayor Seman stated that he will verify with the Township.

- All Council present responded in favor to move the item forward for legislation.
- Motion to adjourn at 6:33 pm by Mr. Harper, 2nd Ms. Wood- **All Ayes**

There being no further business before Council, the meeting adjourned at 6:33 pm

ATTEST:

Clerk of Council

Council President