



**RAVENNA CITY COUNCIL  
COMMITTEE OF THE WHOLE MEETING MINUTES  
June 20, 2023, at 6:00pm**

**The public meeting was held in person in Council Chambers.**

**The Committee of the Whole Meeting was called to order at 6:04 P.M. by Council President, Andrew Kluge.**

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

**Also in attendance:** Police Chief, Jeff Wallis; Kay Dubinsky; City Engineer, Bob Finney; Finance Director, Brian Huff; Council Clerk, Chelsea Gregor; Larry Silenius, Cliff Soudil, Lou Dudek

**The first item on the agenda was to approve the Committee of the Whole meeting minutes from May 22, 2023**

- Motion to approve the May 22, 2023, Committee of the Whole minutes by Ms. Michael, 2<sup>nd</sup> by Mr. Kairis- **All Ayes**

**The second item was an ordinance authorizing the Mayor to apply for and accept the Firehouse Subs grant.**

Ms. Michael stated that the item is a standard grant that the Fire Department has applied for in the past and there is no match required. The grant would be used for equipment.

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

**The third item was an ordinance authorizing the Mayor to accept \$731.33 from the State of Ohio EMS grant.**

Ms. Michael stated that the item would be to accept the awarded grant funds and there is no match required.

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

**The fourth item was a contract with Karvo Companies for the Meridian and Murray water project.**

Mr. Finney stated that there were two returned bids with Karvo Companies coming in at \$656,809 and the other bid at \$696,098. He said that the Board of Control accepted the bid and the State of Ohio should give the approval to start the project the first or second week in July, but that they can begin scheduling the project now. Mr. Finney stated that the paving program is in the works and that they plan to start phase 2 of the Freedom St. brick replacement utilizing old and new bricks.

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

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**The fifth item was authorizing the Mayor to sign a contract with CT Consultants.**

Mr. Finney stated that there is no contract yet but the City will be meeting with Portage County Water Resources to discuss how much money they will contribute towards the Wastewater Treatment Plant assessment and what the contract with CT Consultants will look like with the County included.

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

Mr. Finney informed Council that he applied for a grant in August 2021 for the new water tower and he was just notified that the City was awarded a \$1.4 million dollar grant. He said that \$500,000 in ARPA funds, \$300,000 in Water funds and a \$250,000 OPWC loan have been set aside for the project. Mr. Finney stated that he is still getting quotes for the project and that if the funds available exceed the cost of the project, then the earmarked water funds can be returned.

**The sixth item was an ordinance authorizing the Mayor to sign a Memorandum of Understanding for the Comprehensive Plan.**

Ms. Wood stated that once the MOU is signed then the project is able to begin.

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

**The seventh item was approving the 2024 Tax Budget.**

Mr. Huff stated that he met with the Budget Commission and they reviewed the 2024 tax budget. He noted some changes to the budget and said that the real estate taxes received from the County will be more than 2023. Mr. Huff stated that the new Mayor and Council salaries were included and the 553 Fund will be more normalized after some large expenditures in 2023. He said that the Oakwood building will be paid off in March of 2024 and there was no spring clean-up to budget for in 2024. Ms. Michael asked about the Park CI Fund and Mr. Huff stated that there is \$1.42 million in it. He stated that there was \$90,000 set aside for the bathroom project at Havre's Woods, along with some smaller expenses, but that the fund will remain in good shape. Mr. Kairis asked about the employment status throughout the city, and if there was still a need to hire personnel and Mr. Huff stated that the departments are in good shape. Mr. Huff did note that a Finance Director will need to be hired and there has been discussion about hiring an IT person to be on staff.

- All Council present responded in favor to move the item forward for legislation.
- Motion to adjourn at 6:18 pm by Ms. Michael, 2<sup>nd</sup> Ms. Wood- **All Ayes**

**There being no further business before Council, the meeting adjourned at 6:18 pm**

**ATTEST:**

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**Clerk of Council**

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**Council President**