



**Ravenna City Council
Regular Meeting Minutes
Monday July 3, 2023, 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. July 3, 2023, 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, Matt Harper, Paul Moskun, Rob Kairis, Christina West, Cheryl Wood, and Tim Calfee.

Also in attendance: Mayor Frank Seman; Fire Chief, Mark Chapple; City Engineer, Bob Finney; Finance Director, Brian Huff; Council Clerk; Cindy Kaderle, Cliff Soudil, Lou Dudek

Approval of the Minutes:

- Motion to approve the June 5, 2023, Regular Council meeting minutes by Ms. Michael, 2nd by Mr. Kairis- **All Ayes**

Communications- A letter from resident Nancy Kessler regarding the Reed Memorial Library front parking spaces.

Delegations from the Public- None

Report of Officials:

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

Report of Committees: Committee meetings start at 6:00 PM 7/10/2023.

Utilities: Mr. Moskun stated that there is nothing for the committee and that the ordinance on third reading can be removed from the agenda since the contract is not ready.

Information Systems: Ms. West stated that there will be no meeting next week.

Planning: Mr. Kairis stated that there is nothing on the agenda but there will be a meeting next week.

Committee of the Whole: Mr. Kluge stated that the next Committee of the Whole meeting is Monday, July 24, 2023, at 6:00 pm.

Public Health & Safety: Ms. Michael stated that there are several items on the agenda and there will be a meeting next week.

Streets & Sidewalks: Mr. Harper stated that there are no items on the agenda but there will be a meeting next week.

Personnel: Mr. Calfee stated that there will not be a committee meeting.

Community & Economic Development: Ms. Wood stated that there is one item on the agenda and there will be items for next week's meeting.

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Cemetery: Mr. Moskun stated that the finances are still good. He said that there will be four trees taken down by Lumberjack Tree Service and \$11,250 has been appropriated for it, adding that the trees are in the danger zone and need to come down due to rotting. Mr. Harper stated that the paving bids for the main cemetery drive came in at budget so the paving will take place later in the summer.

Parks & Recreation: Mr. Calfee stated that the Parks & Recreation Department hosted their second annual summer celebration at City Park on June 2nd which is to celebrate the end of the school year and the beginning of summer. He said that several hundred kids participated and that it was partnered with Reed Memorial Library for a number of reading activities, book giveaways, and summer reading program sign ups. Mr. Calfee stated that there were representatives from other park districts to provide activities for the kids. He stated that Safety Town was held the previous week and wanted to thank the volunteers from the bus garage, and police and fire departments.

First Reading of Ordinances:

ORDINANCE NO. 2023-084 AN ORDINANCE AUTHORIZING THE MAYOR TO APPLY FOR A FIRE/EMS GRANT THROUGH FIREHOUSE SUBS FOR THE PURCHASE OF MISCELLANEOUS FIRE/EMS EQUIPMENT IN THE FIRE DEPARTMENT, AND DECLARING AN EMERGENCY.

Ms. Michael stated that the item is to apply for a grant which the City does annually and that there is no match required. There being no further comments or questions.

- Motion to waive three separate readings by Mr. Harper, 2nd by Ms. Wood- **All Ayes**
- Motion to adopt emergency clause by Ms. Wood, 2nd by Mr. Kairis- **All Ayes**
- Motion to pass Ordinance No. 2023-084 by Mr. Harper, 2nd Ms. Wood- **All Ayes**

Ordinance 2023-084 was adopted.

ORDINANCE NO. 2023-085 AN ORDINANCE AUTHORIZING THE MAYOR TO ACCEPT THE OHIO EMS GRANT AWARD IN THE SUM OF \$731.33 FROM THE OHIO DEPARTMENT OF PUBLIC SAFETY, AND DECLARING AN EMERGENCY.

Ms. Michael stated that the item is to accept the money for equipment and that there is no match. 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. West, 2nd by Mr. Kairis- **All Ayes**
- Motion to pass Ordinance No. 2023-085 by Ms. Wood, 2nd Mr. Harper- **All Ayes**

Ordinance 2023-085 was adopted.

ORDINANCE NO. 2023-086 AN ORDINANCE AUTHORIZING THE MAYOR, UPON THE APPROVAL OF THE OHIO PUBLIC WORKS COMMISSION (OPWC) GRANT OF \$250,000.00 AND LOAN OF \$50,000.00, TO ENTER INTO THE NECESSARY CONTRACTS, INCLUDING THE CONTRACT WITH KARVO COMPANIES INC. FOR THE MERIDIAN AND MURRAY WATERLINE PROJECT, AND DECLARING AN EMERGENCY.

Mr. Moskun stated that the item is so that Karvo Companies can get started on the project which will include replacing waterlines, fire hydrants and valves.

There being no further comments or questions.

- Motion to waive three separate readings by Ms. Michael, 2nd by Mr. Moskun- **All Ayes**
- Motion to adopt emergency clause by Ms. Wood, 2nd by Mr. Moskun- **All Ayes**
- Motion to pass Ordinance No. 2023-086 by Mr. Calfee, 2nd Mr. Kairis- **All Ayes**

Ordinance 2023-086 was adopted.

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ORDINANCE NO. 2023-087 AN ORDINANCE AUTHORIZING THE MAYOR TO SIGN A MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF RAVENNA, OHIO AND THE PORTAGE COUNTY REGIONAL PLANNING COMMISSION TO CREATE A COMPREHENSIVE PLAN FOR THE CITY OF RAVENNA, AND DECLARING AN EMERGENCY.

Ms. Wood stated that the project has been a long time coming and that she is excited to finally be at the stage to get started on the City's comprehensive plan. She said that it has been talked about for a few years and that she is looking forward to it.

There being no further comments or questions.

- Motion to waive three separate readings by Ms. West, 2nd by Mr. Moskun- **All Ayes**
- Motion to adopt emergency clause by Ms. Wood, 2nd by Ms. Michael- **All Ayes**
- Motion to pass Ordinance No. 2023-087 by Mr. Calfee, 2nd Ms. West- **All Ayes**

Ordinance 2023-087 was adopted.

ORDINANCE NO. 2023-088 AN ORDINANCE ADOPTING THE 2024 TAX BUDGET FOR THE CITY OF RAVENNA, AND DECLARING AN EMERGENCY.

Mr. Huff stated that the item was talked about at the last meeting and that it will set the base budget for 2024 and that it will get amended in March of next year. He said that the budget for both the revenues and the expenditures are significantly less than 2023 because there are less grants and projects in the budget for right now, adding that it could change.

There being no further comments or questions.

- Motion to waive three separate readings by Mr. Calfee, 2nd by Ms. West- **All Ayes**
- Motion to adopt emergency clause by Ms. Michael, 2nd by Ms. Wood- **All Ayes**
- Motion to pass Ordinance No. 2023-088 by Mr. Harper, 2nd Ms. Wood- **All Ayes**

Ordinance 2023-088 was adopted.

Second Reading of Ordinances:

ORDINANCE NO. 2023-078 AN ORDINANCE APPROPRIATING THE SUM OF \$3,516.79 FROM THE GENERAL FUND (101) FOR A MORAL CLAIM TO COVER THE COST OF DAMAGES CAUSED BY A SANITARY LINE BACKUP AT 225 LINCOLN AVENUE, AND DECLARING AN EMERGENCY.

Mr. Moskun stated that he received a message from the Service Director stating that she is in support of paying the full amount proposed for the ServePro cleanup, and that the money would not go towards any of the lost or damaged property.

Ms. Michael stated that she didn't see a point in making the residents wait when Council is going to discuss raising the moral claim amount. She said that if the Service Director is in favor of passing the ordinance, then she would also vote for it.

Mr. Kluge and Mr. Harper both agreed with Ms. Michael.

Mr. Kairis stated that he has struggled with the item since it is not the City's liability, that the insurance company denied the claim and the City employees did what they were supposed to do. Mr. Kairis stated that he was on the fence about his decision and asked to hear other Council thoughts on the topic.

Ms. Wood agreed with Mr. Kairis and stated that the City's insurance company was not willing to cover the claim because the City was not deemed liable, adding that the Service Director stated that everything was handled correctly. She said that she agrees with the moral claim at the discretion of the Service Director but that it currently stands at \$1,000. Ms. Wood stated that although the moral claim amount is planned to be increased, she wants to be fair to everyone across the board and considered before approving the ordinance.

Mr. Kluge stated that at a previous meeting the increased moral claim amount recommended was approximately \$3,000.

Ms. Michael stated that she trusts the discretion of the Service Director recommendation of approving the moral claim amount.

Mr. Calfee stated that he shares Mr. Kairis' concerns but that he thinks that the City caused the issue due to the City fixing another issue in the line that then caused damage in a basement on the same line. Answering Mr. Kairis, Mr. Calfee said that he would vote for it.

There being no further comments or questions.

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- Motion to waive three separate readings by Mr. Harper, 2nd by Ms. Michael- Mr. Harper, Ms. Michael, Mr. Calfee, Ms. West, Mr. Moskun, Mr. Kairis- **Ayes**, Ms. Wood- **No**
- Motion to adopt emergency clause by Ms. Michael, 2nd by Mr. Moskun- Ms. Michael, Mr. Moskun, Mr. Calfee, Ms. West, Mr. Moskun, Mr. Kairis- **Ayes**, Ms. Wood- **No**
- Motion to pass Ordinance No. 2023-078 by Mr. Harper, 2nd Ms. Michael- Mr. Harper, Ms. Michael, Mr. Calfee, Ms. West, Mr. Moskun, Mr. Kairis- **Ayes**, Ms. Wood- **No**

Ordinance 2023-078 was adopted.

Third Reading of Ordinances:

ORDINANCE NO. 2023-040 AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO AN CONTRACT WITH C. T. CONSULTANTS, INC., FOR A WASTERWATER TREATMENT PLANT ASSESSMENT, AND DECLARING AN EMERGENCY.

Mr. Moskun stated that there is not enough information to pass the ordinance and that the contract has not been finalized yet.

Mr. Finney stated that the City does have a contract with the County to pay 34% of the \$160,000 but that he would feel more comfortable when the Commissioners sign the letter of intent to move the item forward.

Mr. Kluge discussed sending the ordinance back to committee and then having a Special Council meeting to pass the item prior to the August Regular Council meeting.

Mr. Finney stated that he would like to have a Special Council meeting on July 10th to approve the assessment and two paving projects.

The item was requested to be sent back to the Utilities Committee.

- Motion to put Ordinance No. 2023-040 back into committee by Mr. Kairis, 2nd Ms. West- **All Ayes**

Ordinance 2023-040 was sent back to committee.

Old Business- None

New Business- Mr. Moskun stated that there are several tree stumps at City Park that have been left over from trees that have been cut down and he thinks that the tree stumps need to be ground down for safety purposes. He said that when a tree is taken down on residential property the stump is ground down and stated that it should be done on city property as well.

Mr. Moskun stated that his other item was the amount of cigarette butt litter on the ground surrounding the city sign at the courthouse lawn and around the bus stop. He believes that it should be cleaned up a couple times a week to make sure the area looks clean and attractive.

Mayor Seman stated that Main Street Ravenna had put out the cigarette butt containers and that he has a gentleman that regularly comes to City Hall and helps to keep that area clean. He said that he will check with the Service Director when she gets back to address and remedy the issue, adding that he has noticed cigarette butts in front of City Hall recently. Ms. Michael stated that she spoke with the Service Director last week about the problem and the service workers were able to come out and clean up the area.

Ms. Michael addressed the addition of the new civic space park downtown and asked if Parks and Recreation will be responsible for the maintenance or if it would be the Service Department. Mayor Seman stated that it has not been defined yet.

President of Council Remarks- No Comment.

Council Member Remarks

Mr. Harper- Mr. Harper wished everyone a Happy Fourth of July.

Ms. Michael- Ms. Michael reminded everyone to be safe and not to drink and drive.

Mr. Kairis- No Comment

Mr. Moskun- No Comment

Mr. Calfee- No Comment

Ms. West- No Comment

Ms. Wood- Ms. Wood wished everyone a Happy Independence Day.

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Mayor's Remarks- No Comment

- Motion to adjourn at 6:35 pm by Ms. Michael, 2nd Ms. Wood- **All Ayes**

The next Regular Council Meeting is scheduled for Monday, August 7, 2023, at 6:00 P.M.

ATTEST:

Clerk of Council

Council President