



**Ravenna City Council
Regular Meeting Minutes
Monday, August 7, 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 6:01 P.M. August 7, 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; Law Director, Frank Cimino; Police Chief, Jeff Wallis; Fire Chief, Mark Chapple; City Engineer, Bob Finney; Service Director, Kay Dubinsky; Finance Director, Brian Huff; Council Clerk; Chelsea Gregor, Cliff Soudil, Larry Silenius, Ryann Kuchenbecker, Dirk Remley, Ralph Morehead, John Sferra, Julie Ring, Jim Wade

Approval of the Minutes:

- Motion to approve the July 3, 2023, Regular Council meeting and the July 24, 2023, Special Council meeting minutes by Ms. Michael, 2nd by Ms. Wood- **All Ayes**

Communications- A letter from Attorney James Eskridge, a letter from Mary Jo Hanna and an invitation from the Mental Health & Addiction Advocacy Coalition.

Delegations from the Public- Executive Director, Ryann Kuchenbecker, from the Ravenna Area Chamber of Commerce addressed Council to update them on their events. She stated that the Raven Awards were held on June 7th and that they were well received. Ms. Kuchenbecker said that the Ravenna Rocks concert series was held on June 17th which had a great turnout and that it is growing as they hoped it would, and added that there will be another concert on August 12th. She stated that she is helping with a senior banner program to raise funds for 40 seniors and that the cost of a banner sponsorship is \$100 a piece. Ms. Kuchenbecker stated that there will be a pep rally the day of the Kent/Ravenna football game at Vista Veranda and on August 12th at the concert series. She announced that the Chamber received a Great Lakes Community Action Partnership grant which will be used for a free business workshop at Reed Memorial Library on August 16 from 11am to 1pm, August 23rd, August 30th, September 13th and September 27th. Ms. Kuchenbecker stated that the scarecrow contest is coming back with the help of the Board of Developmental Disabilities, Buckeye Residential, Leeda Northeast and Main Street Ravenna. She stated that their annual golf outing will be held on August 25th at Windmill Lakes and that there will be a government business breakfast at NEOMED on August 29th that is sponsored by several local area Chamber's along with Brad Erhart.

Cliff Soudil addressed Council to ask about public comments during Council meetings and when it would be appropriate to address items regarding questions about legislation.

Mr. Kluge stated that the logistics are still being ironed out and that he wants to make sure Council and the Law Director are in agreement on the new public comment form.

Mr. Soudil inquired about the exterior wall on Guido's building and asked if Neighborhood Development Services (NDS) or if Guido's owned the wall.

Mr. Finney stated that due to the architecture, the two buildings were structurally tied together prior to the demolition of 218 W. Main St. and that he will be providing a tracking sheet for Council to make the exterior wall the ownership of Guido's.

Mr. Kluge added that Council will be granting NDS the funds to complete the repair of the wall.

Mr. Finney stated that the wall and one foot of property will be turned over to Guido's.

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Report of Officials:

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

Report of Committees: Committee meetings start at 6:00 PM 8/14/2023.

Utilities: Mr. Moskun stated that there will be a committee meeting next week.

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

Planning: Mr. Kairis stated that there is one item on the agenda and there will be a meeting.

Committee of the Whole: Mr. Kluge stated that the next Committee of the Whole meeting is Monday, August 21, 2023, at 6:00 pm.

Public Health & Safety: Ms. Michael stated that there will be a meeting next week.

Streets & Sidewalks: Mr. Harper stated that there are two items on the agenda and a meeting is to be determined.

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

Community & Economic Development: Ms. Wood stated that there are a couple items on the agenda and a meeting is to be determined.

Cemetery: Mr. Moskun stated that he is thankful that the finances are positive. He informed Council that a person had sold back four grave sites and that the last storm had brought down a tree in a precarious position.

Mr. Harper stated that the tree was able to be brought down fully and will be taken care of by a lumberjack.

Parks & Recreation: Mr. Calfee stated that the playground at Chestnut Hills Park will be repainted and that they will be installing permanent cornhole courts with concrete pads. He said that the Parks and Recreation Department also planted 400 milkweed plants as part of the City's participation as a Monarch City USA and that 200 other plants were planted.

First Reading of Ordinances:

ORDINANCE NO. 2023-091 AN ORDINANCE AUTHORIZING THE MAYOR TO SEND OUT REQUESTS FOR PROPOSALS TO UPDATE THE CITY TREE INVENTORY, AND DECLARING AN EMERGENCY.

Mr. Harper stated that an inventory is done every 7 years and that it is overseen by the Shade Tree Commission. 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 Mr. Kairis, 2nd by Ms. West- **All Ayes**
- Motion to pass Ordinance No. 2023-091 by Mr. Harper, 2nd Ms. Michael- **All Ayes**

Ordinance 2023-091 was adopted.

ORDINANCE NO. 2023-092 AN ORDINANCE AUTHORIZING THE MAYOR TO REMIT PAYMENT TO THE OHIO DEPARTMENT OF TRANSPORTATION (ODOT) FOR THE CITY'S PORTION OF MAIN STREET PAVING FROM THE WEST CITY LIMITS TO THE EAST CITY LIMITS, AND DECLARING AN EMERGENCY.

Mr. Harper stated that the project is underway, and that the City's portion of the funds is \$626,556. 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 Ms. Michael- **All Ayes**
- Motion to pass Ordinance No. 2023-092 by Mr. Harper, 2nd Mr. Kairis- **All Ayes**

Ordinance 2023-092 was adopted.

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ORDINANCE NO. 2023-093 AN ORDINANCE AUTHORIZING THE CERTIFICATION OF DELINQUENT NUISANCE MOWING, NUISANCE GARBAGE REMOVAL, RENTAL INSPECTIONS, PROPERTY MAINTENANCE, AND WATER AND SEWER COLLECTION BILLS TO THE COUNTY AUDITOR IN ORDER TO ALLOW FOR THE PLACEMENT OF THE CERTIFIED AMOUNT ON THE REAL PROPERTY TAX LIST AND DUPLICATE AGAINST THE PROPERTY SERVED BY THE MOWING, GARBAGE REMOVAL, RENTAL INSPECTIONS, PROPERTY MAINTENANCE AND/OR WATER AND SEWER CONNECTION COLLECTION SERVICES, AND DECLARING AN EMERGENCY.

Mr. Moskun stated that the item is a combination of different delinquency bills that residents and landlords are given notice of, and that they will go onto their taxes if they are not paid.

There being no further comments or questions.

- Motion to waive three separate readings by Mr. Kairis, 2nd by Mr. Moskun- **All Ayes**
- Motion to adopt emergency clause by Mr. Harper, 2nd by Ms. Wood- **All Ayes**
- Motion to pass Ordinance No. 2023-093 by Ms. Michael, 2nd Mr. Harper- **All Ayes**

Ordinance 2023-093 was adopted.

ORDINANCE NO. 2023-094 AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A BI-ANNUAL REOCCURRING CONTRACT WITH AGRI-SLUDGE, INC. FOR REMOVAL OF SLUDGE FROM THE WASTEWATER TREATMENT PLANT AND STREET SWEEPING RESIDUE, AND DECLARING AN EMERGENCY.

Mr. Moskun stated that the City has used Agri-Sludge for several years and that they have an excellent rapport with the Wastewater Treatment Plant. There being no further comments.

- Motion to waive three separate readings by Ms. Wood, 2nd by Ms. West- **All Ayes**
- Motion to adopt emergency clause by Ms. West, 2nd by Mr. Kairis- **All Ayes**
- Motion to pass Ordinance No. 2023-094 by Ms. Wood, 2nd Ms. West- **All Ayes**

Ordinance 2023-094 was adopted.

- Ms. Michael was unavailable to vote during all three motions.

ORDINANCE NO. 2023-095 AN ORDINANCE AUTHORIZING THE MAYOR TO ACCEPT A GRANT FROM THE OHIO DEPARTMENT OF DEVELOPMENT WATER AND WASTEWATER INFRASTRUCTURE PROGRAM FOR THE CONSTRUCTION OF AN ELEVATED WATER TANK IN THE SUM OF \$1,438,000.00, AND DECLARING AN EMERGENCY.

Mr. Finney stated that there is nothing else to add and that with the grant there is \$3.2 earmarked for the project, and added that only water funds will be used for the project. 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 Ms. Michael, 2nd by Ms. Wood- **All Ayes**
- Motion to pass Ordinance No. 2023-095 by Mr. Harper, 2nd Mr. Kairis- **All Ayes**

Ordinance 2023-095 was adopted.

ORDINANCE NO. 2023-096 AN ORDINANCE AMENDING THE CODIFIED ORDINANCES OF THE CITY OF RAVENNA, PART TWO – ADMINISTRATION CODE; TITLE SIX – ADMINISTRATION; CHAPTER 238 – DEPARTMENT OF PUBLIC SERVICE; SECTION 238.03 – SETTLEMENT OF SMALL CLAIMS, BY AMENDING THE AMOUNT FOR SETTLEMENT OF SMALL CLAIMS, AND DECLARING AN EMERGENCY.

Mr. Moskun stated that the small claims amount was \$1,000 and is being raised to \$2,000 since the cost of things has increased throughout the years.

There being no further comments or questions.

- Motion to waive three separate readings by Mr. Kairis, 2nd by Ms. Michael- **All Ayes**
- Motion to adopt emergency clause by Ms. West, 2nd by Mr. Moskun- **All Ayes**
- Motion to pass Ordinance No. 2023-096 by Ms. Michael, 2nd Ms. West- **All Ayes**

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Ordinance 2023-096 was adopted.

ORDINANCE NO. 2023-097 AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT WITH THE OHIO HISTORY CONNECTION AND ACCEPTING THE CERTIFIED LOCAL GOVERNMENT GRANT IN THE SUM OF \$18,000.00, AND DECLARING AN EMERGENCY.

Mr. Kairis explained that the City had suspended hiring a consultant to review Design Review Commission guidelines to apply for a grant to help minimize the cost to the City. He stated that the City received a 60/40 matching grant where the City was awarded \$18,000 and will be matching \$12,000. Mr. Kairis stated that the next step is to get an agreement with the consultant. 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 Mr. Calfee, 2nd by Ms. West- **All Ayes**
- Motion to pass Ordinance No. 2023-097 by Mr. Calfee, 2nd Mr. Harper- **All Ayes**

Ordinance 2023-097 was adopted.

ORDINANCE NO. 2023-098 AN ORDINANCE APPROVING THE AGREEMENT TO CREATE THE CITY OF RAVENNA-ROOTSTOWN TOWNSHIP JOINT ECONOMIC DEVELOPMENT DISTRICT, AND DECLARING AN EMERGENCY.

Ms. Wood stated that Council received a redlined draft of changes to the Joint Economic Development District (JEDD) agreement and that it is a great opportunity for the City. There will be a public hearing held on August 21, 2023 at 6:00pm to address any public comments regarding the JEDD. There being no further comments or questions.

Ordinance 2023-098 was moved on for second reading.

ORDINANCE NO. 2023-099 AN ORDINANCE APPROPRIATING \$7,500.00 FROM FUND 101 FOR THE CITY'S PORTION OF THE JOINT ECONOMIC DEVELOPMENT DISTRICT STARTUP CAPITAL, AND DECLARING AN EMERGENCY.

Ms. Wood stated that the item goes along with the previous ordinance. She stated that both parties will be providing startup capital and that part of the funds will go towards the cost of legal fees. There being no further comments or questions.

- Motion to waive three separate readings by Ms. Wood, 2nd by Mr. Calfee- **All Ayes**
- Motion to adopt emergency clause by Ms. Wood, 2nd by Mr. Kairis- **All Ayes**
- Motion to pass Ordinance No. 2023-099 by Mr. Harper, 2nd Ms. Wood- **All Ayes**

Ordinance 2023-099 was adopted.

ORDINANCE NO. 2023-100 AN ORDINANCE TO APPROPRIATE \$178,425 IN RLF FUNDS TO RE-BRICK AND REPAIR THE EXPOSED EXTERIOR WALL OF 214 WEST MAIN STREET, AND DECLARING AN EMERGENCY.

Ms. Wood stated that façade Revolving Loan Funds (RLF) will be utilized for the repair of the exterior wall on Guido's building adjacent to the new civic space. She clarified that Neighborhood Development Services (NDS) is requesting the funds and is facilitating the project. 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 Ms. Wood, 2nd by Ms. West- **All Ayes**
- Motion to pass Ordinance No. 2023-100 by Ms. Wood, 2nd Ms. Michael- **All Ayes**

Ordinance 2023-100 was adopted.

Third Reading of Ordinances: None

Old Business- None

New Business- None

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President of Council Remarks- Mr. Kluge stated that tomorrow is election day and reminded everyone to go out and vote.

Council Member Remarks

Mr. Harper- No Comment

Ms. Michael- Ms. Michael referred to a letter that Council received regarding a previous Council meeting and apologized for the manner in which the public comments were received and stated that no one should be subject to one sided scrutiny. She said that it is important to set a policy to help determine what is allowed and not allowed to be addressed under public comment.

Mr. Kairis- Mr. Kairis referred to the same Council meeting and said that he felt he dropped that ball and should have moderated the comment time limit or passed it to the Mayor. He stated that it was a one-sided situation and the Parks and Recreation Department was not able to address any of the concerns and stated that most of the comments were not true, but acknowledged that it is important to hear from the public. Mr. Kairis stated that there are a lot of positive things coming out of the Parks and Recreation Department and that Council receives the updates monthly.

Mr. Moskun- Mr. Moskun stated that there were several tree stumps that were taken down in City Park and that he was thankful for their removal.

Mr. Calfee- No Comment

Ms. West- Ms. West stated that the city-wide community survey is available to the public to get feedback from residents and businesses. She said that it is a way for the public to share concerns and that the survey takes less than 5 minutes and is available via a QR Code. Ms. West stated that Full Spectrum Marketing (FSM) will put together the survey results and it will be presented at the Information Systems Committee. She said that the survey will be mailed out in the next water bill to residents and businesses.

Ms. Wood- Ms. Wood thanked the Engineering Department for the amazing job that they have done to get grants for projects and that there is a lot of momentum moving forward. She stated that she is excited for the JEDD with Rootstown Township and said that the Chamber of Commerce and Main Street Ravenna have hosted some great events throughout the year. Ms. Wood stated that it was nice to see people at the Ravenna Rocks Concert Series socializing and that it was a larger crowd than the year prior. She said that she is excited for the pep rally and encouraged everyone to attend a sports game at the high school to support the students.

Mayor's Remarks- Mayor Seman encouraged everyone to vote the following day. He stated that there will be a luncheon on the 15th at NEOMED for the Ravenna/Roosevelt football game which will be held on Thursday night. Mayor Seman thanked the safety forces and people who volunteered to work at the car show and stated that it was a monumental event. He stated that he is waiting to have a follow-up meeting to get feedback from people and said that he has received compliments on how good the car show had turned out.

- Motion to adjourn at 6:57 pm by Ms. Wood, 2nd Ms. Michael- **All Ayes**

The next Regular Council Meeting is scheduled for Tuesday, September 5, 2023, at 6:00 P.M.

ATTEST:

Clerk of Council

Council President