



**Ravenna City Council
Regular Meeting Minutes
Tuesday, January 2, 2024, at 5:45 pm**

The Regular Council Meeting was held in person in Council Chambers.

Swearing-in Ceremony: **Officiant:** Portage County Treasurer, John Kennedy
 Swearing in: Richard Andrew Kluge

Officiant: Judge Patricia Smith
 Swearing in: Mayor Frank Seman
 Law Director Frank Cimino
 At-Large Council Christina West
 Ward III Council Matt Harper
 Ward IV Council Tim Calfee

The Regular Council Meeting was called to order at 6:00 P.M. January 2, 2024, 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, 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; Service Director, Tim Contant; City Engineer, Bob Finney; Finance Director, Brian Huff; Council Clerk; Chelsea Gregor, Cliff Soudil, Toni Lynn Harper, Jim Wade, Ryann Cline, Larry Silenius, Mike Jones, Nancy Jones

- Motion to excuse Amy Michael by Mr. Kairis, 2nd by Ms. West- **All Ayes**

President Pro Tem: Mr. Kluge asked if there was a nomination for Pro Tem and Mr. Kairis made a motion to nominate Amy Michael as President Pro Tem.

- Motion to nominate Amy Michael as President Pro Tem by Mr. Kairis, 2nd by Mr. Moskun- **All Ayes**

Committee Assignments: Mr. Kluge stated that there was only one change to the committee assignments. He stated that Ms. West will replace Mr. Calfee on the Parks and Recreation board.

- Motion to approve the committee assignments by Ms. Wood, 2nd by Ms. West- **All Ayes**

Approval of the Minutes:

- Motion to approve the December 4, 2023, Regular Council meeting and December 18th, 2023 Special Council meeting minutes by Ms. Michael, 2nd by Mr. Kairis- **All Ayes**

Communications: A Christmas card from Utility Billing and a thank you letter from Main Street Ravenna.

Delegations from the Public- Nancy Jones addressed Council to explain an issue she has been dealing with for the last year and a half. She stated that a City employee had come onto her property to take a photo of a tree that was down. Ms. Jones said that she has reached out to the Mayor and Police Chief because she feels that the employee is stalking and harassing her. She explained the series of events that had led to her concern and said that her neighbors have also

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spotted his truck. Ms. Jones stated that she was told that he was not allowed to be on that side of the city anymore and that her concern has made her keep a gun next to her bed.

Mr. Calfee stated “point of order” regarding the issue and requested that the topic be discussed in an executive session.

Mr. Kluge stated that there are some other items that needed an executive session that evening to which the topic could be added.

Mr. Cimino addressed the concern and said that the issue has been addressed with the Mayor, but not the direct department head, and stated that he believes it is appropriate for Mr. Finney to lead an investigation into the matter. He also requested that Ms. Jones compile a list of witnesses and proof to bring forward in hopes of getting some resolution to the matter.

Ms. Jones reiterated that the issue has been going on for one and a half years and that she has seven issues that she can share.

Mr. Cimino stated that the City can do a complete review of the information with the City Engineer and the Service Director.

Report of Officials:

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

Report of Committees: Committee meetings start at 6:00 PM 1/16/2024.

Utilities: Mr. Moskun stated that there will be one thing for next week.

Information Systems: Ms. West stated that a meeting is to be determined.

Planning: Mr. Kairis stated that there are two items on the agenda and that there will be a meeting next week.

Committee of the Whole: Mr. Kluge stated that the next Committee of the Whole meeting is Monday, January 22, 2024, at 6:00 pm.

Public Health & Safety: Mr. Kluge stated that a meeting is to be determined.

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

Cemetery: Mr. Moskun stated that the cemetery is looking good financially.

Parks & Recreation: Mr. Calfee stated that long time Parks & Recreation employee, Denise Boyes, has resigned after 10 years of service and that the City thanks her for her service. He added that the Parks garage has been cleaned out for the first time in 10 years.

First Reading of Ordinances:

ORDINANCE NO. 2024-001 AN ORDINANCE AUTHORIZING THE MAYOR TO APPLY FOR THE FIRE DEPARTMENT INDIVIDUAL GRANT THROUGH THE STATE FIRE MARSHAL’S OFFICE FOR FOUR (4) SETS OF TURNOUT GEAR, AND ACCEPTING THE GRANT IF AWARDED, AND DECLARING AN EMERGENCY.

Mr. Kluge stated that the item is as it reads and that it is for a grant to purchase four sets of turnout gear. 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 Ms. West, 2nd by Mr. Calfee- **All Ayes**
- Motion to pass Ordinance No. 2024-001 by Mr. Harper, 2nd Mr. Kairis- **All Ayes**

Ordinance 2024-001 was adopted.

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ORDINANCE NO. 2024-002 AN ORDINANCE AUTHORIZING THE MAYOR TO APPLY FOR THE ODNR IRA FUNDING GRANT IN THE SUM OF \$50,000 FOR THE 2024 CITY STREET TREE INVENTORY AND ACCEPT IF AWARDED, AND DECLARING AN EMERGENCY.

Mr. Harper stated that the item is for a grant through ODNR to cover the expenses of the City's tree inventory that happens every seven years.

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. West- **All Ayes**
- Motion to pass Ordinance No. 2024-002 by Mr. Harper, 2nd Ms. Wood- **All Ayes**

Ordinance 2024-002 was adopted.

ORDINANCE NO. 2024-003 AN ORDINANCE AUTHORIZING THE APPROPRIATION OF \$15,000 TO DOCUMENT AND RECORD AERIAL EASEMENTS ALONG A PORTION OF WEST MAIN STREET TO ALLOW THE RELOCATION OF ELECTRICAL POLES, AND DECLARING AN EMERGENCY.

Mr. Harper stated that it is the last section to widen and pave on Main St. from Grant to Madison Streets. There being no further comments or questions.

- Motion to waive three separate readings by Mr. Harper, 2nd by Ms. West- **All Ayes**
- Motion to adopt emergency clause by Ms. Wood, 2nd by Mr. Kairis- **All Ayes**
- Motion to pass Ordinance No. 2024-003 by Mr. Harper, 2nd Ms. West- **All Ayes**

Ordinance 2024-003 was adopted.

ORDINANCE NO. 2024-004 AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A RENEWAL AGREEMENT WITH ENERGY HARBOR (FORMERLY FIRST ENERGY SOLUTIONS) TO SUPPLY ELECTRICITY TO RAVENNA CITY RESIDENTS FOR THE PERIOD FROM MARCH 2024 THRU MAY 2025, AND DECLARING AN EMERGENCY.

Mr. Moskun stated that the new price has come in at \$6.05 and will be locked in for 14 months. He said that the cost increases per Kwh the longer the contract period is for.

Mr. Kluge stated that city residents are automatically joined into the aggregation program but that they can opt out. He explained that the residents can go to Apples to Apples to compare prices but stated that residents get a better price with the aggregation.

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 Ms. West, 2nd by Ms. Wood- **All Ayes**
- Motion to pass Ordinance No. 2024-004 by Mr. Harper, 2nd Mr. Moskun- **All Ayes**

Ordinance 2024-004 was adopted.

ORDINANCE NO. 2024-005 AN ORDINANCE AMENDING ORDINANCE NO. 2023-024 TO EXTEND THE TEMPORARY MORATORIUM, NOT TO EXCEED ONE YEAR, ON THE ISSUANCE OF PERMITS THROUGH THE PLANNING, ZONING AND BUILDING DEPARTMENTS FOR APPROVAL OF STORAGE UNITS, STORAGE FACILITIES, STORAGE PODS AND SELF STORAGE ESTABLISHMENTS IN THE CITY OF RAVENNA, OH, AND DECLARING AN EMERGENCY.

Mr. Kairis explained that Council would like to extend the temporary moratorium until the comprehensive plan is completed.

There being no further comments or questions.

- Motion to waive three separate readings by Ms. Wood, 2nd by Mr. Moskun- **All Ayes**
- Motion to adopt emergency clause by Mr. Kairis, 2nd by Ms. West- **All Ayes**
- Motion to pass Ordinance No. 2024-005 by Ms. Wood, 2nd Ms. West- **All Ayes**

Ordinance 2024-005 was adopted.

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ORDINANCE NO. 2024-006 AN ORDINANCE APPROVING A CONTRIBUTION OF \$20,000.00 TO THE RAVENNA CHAMBER OF COMMERCE FOR CONTINUED LOCAL BUSINESS SUPPORT FOR 2024, AND DECLARING AN EMERGENCY.

Mr. Kairis stated that Council approved a donation to Main Street Ravenna and agreed to give the Chamber of Commerce the same amount. He stated that it is a small amount considering what the city receives in return, adding that both are good causes.

There being no further comments or questions.

- Motion to waive three separate readings by Ms. Wood, 2nd by Mr. Moskun- **All Ayes**
- Motion to adopt emergency clause by Mr. Harper, 2nd by Ms. West- **All Ayes**
- Motion to pass Ordinance No. 2024-006 by Mr. Harper, 2nd Mr. Kairis- **All Ayes**

Ordinance 2024-006 was adopted.

ORDINANCE NO. 2024-007 AN ORDINANCE APPROPRIATING AND EARMARKING THE BALANCE OF THE AMERICAN RESCUE PLAN ACT (ARPA) FUNDS IN THE AMOUNT OF \$576,161.18 FOR VARIOUS PROJECTS THROUGHOUT THE CITY DEPARTMENTS, AND DECLARING AN EMERGENCY.

Mr. Kairis stated that he has been soliciting projects from departments and said that the government can recoup the ARPA funds if they are not encumbered. He said that a spreadsheet is attached earmarking the \$576,161.18.

There being no further comments or questions.

- Motion to waive three separate readings by Ms. West, 2nd by Mr. Kairis- **All Ayes**
- Motion to adopt emergency clause by Mr. Calfee, 2nd by Mr. West- **All Ayes**
- Motion to pass Ordinance No. 2024-007 by Mr. Harper, 2nd Mr. Kairis- **All Ayes**

Mr. Moskun was unavailable to vote for the first and second motions.

Ordinance 2024-007 was adopted.

ORDINANCE NO. 2024-008 AN ORDINANCE AMENDING ORDINANCE NO. 2023-139 BY AMENDING EXHIBIT "A" SECTION II – FIRE DEPARTMENT, SUBSECTION (B) BY INCREASING THE NUMBER OF FIREFIGHTERS, AND DECLARING AN EMERGENCY.

Mr. Calfee stated the ordinance authorizes the increase of three additional firefighters. He explained that there will be one additional person per shift, comprising the shift of 5 firefighters, 1 lieutenant and 1 captain. Mr. Calfee stated that the Fire Department applied for a grant for 4 additional sets of turnout gear which will be for the 3 additional firefighters and a new firefighter, Nate Hilton.

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 Mr. Kairis- **All Ayes**
- Motion to pass Ordinance No. 2024-008 by Mr. Harper, 2nd Ms. Wood- **All Ayes**

Ordinance 2024-008 was adopted.

Second Reading of Ordinances:

ORDINANCE NO. 2023-133 AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO THE ECONOMIC DEVELOPMENT REVOLVING LOAN FUND ADMINISTRATION AGREEMENT WITH THE STATE OF OHIO, OHIO DEPARTMENT OF DEVELOPMENT, OFFICE OF COMMUNITY INFRASTRUCTURE AS REQUIRED BY THE STATE OF OHIO, AND DECLARING AN EMERGENCY

Ms. Wood stated that the administration agreement is a housekeeping item which the State mandates. She said that the State is late on getting paperwork and that it will be kept on for March 5th. There being no further comments or questions.

Ordinance 2023-133 was moved on to second reading.

Third Reading of Ordinances:

ORDINANCE NO. 2023-111 AN ORDINANCE AUTHORIZING THE MAYOR TO SIGN AN EASEMENT TO ALLOW FIRST ENERGY TO RUN ELECTRICAL SERVICES TO LG CHEM AMERICA , AND DECLARING AN EMERGENCY.

Ms. Wood explained that the item is for an easement to run electrical services to LG Chem America.

Mr. Finney stated that he has forwarded the easement to Mr. Cimino and that he is good with it. There being no further comments or questions.

- Motion to adopt emergency clause by Mr. Harper, 2nd by Mr. Moskun- **All Ayes**
- Motion to pass Ordinance No. 2023-111 by Ms. Wood, 2nd Mr. Moskun- **All Ayes**

Ordinance 2023-111 was adopted.

Old Business- None

New Business- None

President of Council Remarks- Mr. Kluge stated that he appreciated everyone coming out. He said that he is looking forward to a successful 2024 on Council and congratulated the newly elected officials.

Council Member Remarks

Mr. Harper- Mr. Harper wished everyone a Happy New Year.

Ms. Michael- No Comment

Mr. Kairis- Mr. Kairis congratulated all the newly sworn in elected officials and stated that he is looking forward to working with everyone again.

Mr. Moskun- No Comment

Mr. Calfee- Mr. Calfee noted his 4 years on Council and said that he will get to serve with the same Council again which he said is an accomplishment in this day and age. He stated that he is looking forward to working with all of Council to make Ravenna a better place to live, work and visit.

Ms. West- Ms. West thanked Portage County Treasurer John Kennedy and Judge Patricia Smith for taking the time to swear everyone in and stated that she looks forward to another 4 years.

Ms. Wood- Ms. Wood wished everyone a Happy New Years and stated that she is excited to see what 2024 brings.

Mayor's Remarks- Mayor Seman stated that Council will have to discuss how to deal with the new recreational marijuana laws.

He said that he received a memo from Joe Bica regarding the Amtrack line that he needs to look at it. He said that there is a grant for the park at Emerald Lake that is required to be all natural.

Mayor Seman thanked Mr. West for all his economic development efforts and wished everyone a Happy New Year.

Chamber of Commerce President, Jim Wade, thanked Council for their donation and said he is looking forward to a great year. He stated that they will only host one concert this year and that it will be an all-day event.

The Law Director requested to go into executive session to discuss pending legal matters.

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

Council went into Executive Session to discuss pending legal matters.

- Motion to come out of Executive Session at 6:58 pm by Ms. West, 2nd by Ms. Wood- All Ayes

Mr. Cimino addressed some issues and amendments that Ravenna Township had with Dennis West's

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MOU and contract. He explained the suggestions which included meeting quarterly with City Council, updating the 2024 deliverables, and removing “Ravenna Community” to establish each municipalities autonomy within the contract.

Ms. Wood stated that the Township had signed the MOU already.

Mr. Cimino explained that the Township had incorrect monetary figures which needed to be amended and that Mr. Gibson and Mr. DiPaola saw no issues with extending the contract to 3 years. He stated that the MOU was then amended the following day and Mr. Gibson picked it up. Mr. Cimino stated that after the Township received the MOU and contract, their attorney reviewed both documents and responded with amendments to both.

Mr. Kairis noted that the Township only pays \$15,000 towards Mr. Wests services and stated his concern that his contract would be canceled if the Township were able to release themselves from the contract with a 30-day notice.

Ms. Wood also stated her concern, adding that Dennis’ time is valuable and worth it, and that she does not want to see the rug pulled out from Dennis if he is in the middle of a project for the Township. She said that there should be a safety net in place to protect the City’s contract with Mr. West.

In response to the Townships request for updates from Mr. West, Mayor Seman stated that Mr. DiPaola already gets regular updates.

Mr. Cimino stated that he will contact the Townships attorney to discuss the amendments.

- Motion to adjourn at 7:18 pm by Ms. Michael, 2nd Ms. Wood- **All Ayes**

The next Regular Council Meeting is scheduled for Monday, February 5, 2024, at 6:00 P.M.

ATTEST:

Clerk of Council

Council President