



**Ravenna City Council  
Special Meeting Minutes  
March 18, 2024**

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

The Special Meeting of Ravenna City Council was called to order by Council President, Andrew Kluge at 6:30pm.

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

Also in attendance: Mayor Frank Seman; Law Director, Frank Cimino; Service Director; Tim Contant; Finance Director, Brian Huff; Assistant Finance Director, Tami Lorence; Council Clerk, Chelsea Gregor, John Sferra, Cliff Soudil, Carmen Laudato

The Clerk read the Call for the Special Meeting stating that the purpose of the meeting is to discuss and/or act upon Ordinance 2024-020 appropriating funds for the purchase of water meters, Ordinance 2024-042 approving the permanent budget, Ordinance 2024-043 to amend the payroll ordinance, Ordinance 2024-044 to appoint the Finance Director, Ordinance 2024-045 to accept a donation, Ordinance 2024-046 to purchase a new truck, Ordinance 2024-047 to replace equipment in the Water Plant and an executive session.

**ORDINANCE NO. 2024-020 AN ORDINANCE AUTHORIZING THE PURCHASE OF COMMERCIAL AND INDUSTRIAL WATER METERS IN AN AMOUNT NOT TO EXCEED \$100,000 FROM FERGUSON WATERWORKS, AND APPROPRIATING \$64,000 FROM THE WATER FUND, AND DECLARING AN EMERGENCY.**

Mr. Moskun stated that the meters are nearing their end-of-life expectancy, and their efficiency will start to diminish and then eventually stop. He said that the meter replacements will be for commercial accounts. There being no further comments or questions.

- Motion to waive three separate readings by Ms. Wood, 2<sup>nd</sup> by Mr. Moskun- **All Ayes**
- Motion to adopt emergency clause by Ms. Wood, 2<sup>nd</sup> by Mr. Moskun- **All Ayes**
- Motion to pass Ordinance No. 2024-020 by Mr. Harper, 2<sup>nd</sup> Ms. West- **All Ayes**

Ordinance 2024-020 was adopted.

**ORDINANCE NO. 2024-042 ANNUAL APPROPRIATION ORDINANCE (REVISED CODE SECTION 5705.38) AN ORDINANCE AUTHORIZING THE APPROPRIATIONS FOR CURRENT EXPENSES AND OTHER EXPENDITURES OF THE CITY OF RAVENNA, STATE OF OHIO, DURING THE FISCAL YEAR ENDING DECEMBER 31, 2024, AND DECLARING AN EMERGENCY.**

Mr. Huff stated that there is nothing else to add.  
There being no further comments or questions.

- Motion to waive three separate readings by Ms. Michael, 2<sup>nd</sup> by Mr. Kairis- **All Ayes**
- Motion to adopt emergency clause by Ms. West, 2<sup>nd</sup> by Ms. Wood- **All Ayes**
- Motion to pass Ordinance No. 2024-042 by Ms. Wood, 2<sup>nd</sup> Ms. Michael- **All Ayes**

Ordinance 2024-042 was adopted.

**ORDINANCE NO. 2024-043 AN ORDINANCE AMENDING ORDINANCE NO. 2023-139 BY AMENDING SECTION V: MAYOR'S DEPARTMENT (A) (4) OF THE PAYROLL ORDINANCE, AND DECLARING AN EMERGENCY.**

Mr. Calfee stated that the ordinance amends Section V of the payroll ordinance.  
There being no further comments or questions.

- Motion to waive three separate readings by Mr. Calfee, 2<sup>nd</sup> by Mr. Kairis- **All Ayes**
- Motion to adopt emergency clause by Mr. Calfee, 2<sup>nd</sup> by Ms. West- **All Ayes**
- Motion to pass Ordinance No. 2024-043 by Mr. Calfee, 2<sup>nd</sup> Ms. West- **All Ayes**

Ordinance 2024-043 was adopted.

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**ORDINANCE NO. 2024-044** AN ORDINANCE AUTHORIZING THE MAYOR TO APPOINT TAMI LORENCE AS THE FINANCE DIRECTOR, AND DECLARING AN EMERGENCY.

Mr. Calfee stated that the item authorizes the Mayor to appoint the current Assistant Finance Director as the new Finance Director beginning April 1<sup>st</sup>.

There being no further comments or questions.

- Motion to waive three separate readings by Ms. Wood, 2<sup>nd</sup> by Mr. Calfee- **All Ayes**
- Motion to adopt emergency clause by Ms. West, 2<sup>nd</sup> by Ms. Wood- **All Ayes**
- Motion to pass Ordinance No. 2024-044 by Mr. Harper, 2<sup>nd</sup> Ms. Wood- **All Ayes**

Ordinance 2024-044 was adopted.

**ORDINANCE NO. 2024-045** AN ORDINANCE ACCEPTING A DONATION OF CONCRETE AND RELATED LABOR IN THE SUM OF \$4,000 FOR THE CONSTRUCTION OF CORNHOLE COURTS AT CHESTNUT HILLS PARK, AND DECLARING AN EMERGENCY.

Mr. Kairis stated that the item is a \$4,000 donation in labor and concrete materials for cornhole courts at Chestnut Hills Park.

There being no further comments or questions.

- Motion to waive three separate readings by Mr. Kairis, 2<sup>nd</sup> by Ms. Michael- **All Ayes**
- Motion to adopt emergency clause by Ms. West, 2<sup>nd</sup> by Ms. Michael- **All Ayes**
- Motion to pass Ordinance No. 2024-045 by Mr. Harper, 2<sup>nd</sup> Mr. Kairis- **All Ayes**

Ordinance 2024-045 was adopted.

**ORDINANCE NO. 2024-046** AN ORDINANCE AMENDING ORDINANCE 2024-034 BY INCREASING THE APPROPRIATION FOR THE PURCHASE OF A NEW TRUCK IN THE AMOUNT OF \$1,125.50 FROM FUND 553 AS A RESULT IN THE INCREASED PRICE OF SAID TRUCK TO BE UTILIZED FOR THE SERVICE DEPARTMENT, AND DECLARING AN EMERGENCY.

Mr. Harper stated that the item is to appropriate additional funds to purchase a new 2024 truck and to approve the new purchase agreement.

There being no further comments or questions.

- Motion to waive three separate readings by Ms. Wood, 2<sup>nd</sup> by Ms. West- **All Ayes**
- Motion to adopt emergency clause by Mr. Harper, 2<sup>nd</sup> by Ms. Michael- **All Ayes**
- Motion to pass Ordinance No. 2024-046 by Mr. Harper, 2<sup>nd</sup> Ms. West- **All Ayes**

Ordinance 2024-046 was adopted.

**ORDINANCE NO. 2024-047** AN ORDINANCE RECOGNIZING AN EMERGENCY SITUATION EXISTING IN THE CITY OF RAVENNA WATER TREATMENT PLANT JEOPARDIZING THE ABILITY OF THE WATER TREATMENT PLANT TO PROVIDE WATER TO THE CITY'S CUSTOMERS AND REQUIRING THE APPROPRIATION OF AN AMOUNT OF FUNDING NOT TO EXCEED \$200,000 FROM FUND 670, AUTHORIZING SAID WORK TO BE DONE WITHOUT THE NECESSITY OF COMPETITIVE BIDDING AND DECLARING AN EMERGENCY.

Mr. Moskun stated that the cost of the project could exceed the \$200,000 appropriation.

Mr. Calfee said that he is okay with the estimated cost to fix the issue.

Ms. Wood added that they can come back to Council for additional funds if needed.

There being no further comments or questions.

- Motion to waive three separate readings by Ms. West, 2<sup>nd</sup> by Ms. Wood- **All Ayes**
- Motion to adopt emergency clause by Ms. Wood, 2<sup>nd</sup> by Ms. West- **All Ayes**
- Motion to pass Ordinance No. 2024-047 by Ms. Michael, 2<sup>nd</sup> Ms. Wood- **All Ayes**

Ordinance 2024-047 was adopted.

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Mr. Calfee requested to go into executive session to consider the appointment of a public official and two pending lawsuits.

- Motion to go into Executive Session at 6:44 pm by Mr. Calfee, 2<sup>nd</sup> by Ms. Wood - All Ayes

Council went into Executive Session to consider the appointment of a public official and two pending lawsuits.

Mr. Calfee stated Council was back on the record at 7:28 pm.

- Motion to adjourn at 7:28 pm by Mr. Calfee, 2<sup>nd</sup> Ms. West- **All Ayes**

**ATTEST:**

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**Clerk of Council**

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**Council President**