



**RAVENNA CITY COUNCIL
COMMITTEE OF THE WHOLE MEETING MINUTES
March 18, 2024, at 6:00pm**

The public meeting was held in person in Council Chambers.

The Committee of the Whole Meeting was called to order at 6:00 P.M. by Council President, Andrew Kluge.

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

Also in attendance: Mayor Frank Seman; Tim Contant; City Engineer, Bob Finney; Finance Director, Brian Huff; Assistant Finance Director; Tami Lorence; Council Clerk, Chelsea Gregor; Water Plant Superintendent, Amy Wilson, Kevin Bevilacqua, Cliff Soudil, Carmen Laudato, John Sferra

The first item on the agenda was to approve the Committee of the Whole meeting minutes from February 20, 2024

- Motion to approve the February 20, 2024, Committee of the Whole minutes by Mr. Kairis, 2nd by Ms. West- **All Ayes**

The second item was an ordinance authorizing the Mayor to enter into an agreement with Phoenix Safety Outfitters.

Ms. Michael stated that the item was discussed during committee and that it is 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 enter into a contract with Flock Safety.

Ms. Michael stated that the purchase will be paid for with ARPA funds that were allocated for the project. She said that the Flock cameras will be beneficial to the community and that the cameras and the system have more success than any negative concerns. Ms. Michael stated that the law director can take a look at the Flock camera program if there are concerns and said that she does not want to hold up the purchase.

Mr. Moskun and Ms. Wood both agreed.

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

The fourth item was an ordinance authorizing the Mayor to enter into a contract with FAAC, Inc.

Ms. Michael stated that the item is for the purchase of a MILO interactive mobile force options simulator system.

Mr. Kairis noted that there was a mistake made with the ARPA appropriations that need to be fixed and he wanted to make everyone aware.

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

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The fifth item was an ordinance authorizing the Mayor to accept a grant from the State of Ohio Fire Marshal.

Ms. Michael stated that the item is to accept a \$10,000 grant that will be used for equipment and that there is no match required.

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

The sixth item was an ordinance authorizing the Mayor to enter into a contract with Perrin Asphalt.

Mr. Harper stated that the item is to approve Perrin as the best, lower bidder to do the paving program and stated the project will be over \$1 million dollars.

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

The seventh item was an ordinance authorizing the Mayor to enter into a contract with JD Striping.

Mr. Harper stated that the item is to approve JD Striping as the best, lower bidder to do the street markings after the paving has finished.

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

The eighth item was an ordinance authorizing the Mayor to sign two Aerial easements.

Mr. Harper stated that the item is to approve the Mayor to sign two easements located at 455 and 609 Main St. which are needed to be in place prior to the street widening project.

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

The ninth item was an ordinance authorizing the Mayor to accept a \$50,000 IRA Grant.

Mr. Harper stated that the City applied for a grant to do the City's tree inventory, which is done every 7 years. He said that the grant was awarded and the City needs to accept it.

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

The tenth item was an ordinance appropriating \$1,125.50 towards the purchase of a new truck.

Mr. Harper explained that the 2023 truck that the Service Department was going to purchase was sold to someone else, so to purchase the available 2024 truck they will need to appropriate an additional amount of \$1,125.50 to make up the difference.

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

The eleventh item was an ordinance authorizing emergency equipment replacement at the Water Plant.

Amy Wilson addressed Council to explain an emergency equipment replacement that is needed at the Water Plant. She stated that the MCC panels are 40 years old, and the replacement parts are now obsolete.

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Kevin Bevilacqua explained that there was a motor failure and when they tried to reset it, it tripped out and shut off half of the Water Plant. He said that they called out an electrician who was unable to reset the power, which is when the plant discovered that 3 of the 6 units are no longer supported and that they have to be replaced. Mr. Bevilacqua stated that he is working on pricing and that they are 5 months out before the equipment can be replaced. He expressed his concern that a strong storm could cause the plant to lose power and then staff may not be able to reset the breakers.

Ms. Wilson stated that they are working with a company to get their expertise and guidance for the project.

Mr. Bevilacqua stated that they cannot get replacement parts to fix the equipment because they are obsolete.

Mr. Kairis stated that the item was placed on the agenda of the Special Council meeting immediately following to handle the emergency.

Mr. Bevilacqua stated that he is still working on getting a quote and said that the engineering alone will cost approximately \$25,000. He said that all 6 of the units are 40 years old and need to be replaced, but that 3 of the units need to be replaced immediately. Mr. Bevilacqua stated that they are going to be bringing in a generator to have on hand in case anything happens and that they have an emergency water line between Kent if needed.

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

The twelfth item was an ordinance authorizing the Mayor to enter into a contract for the Rt. 14 water tower

Mr. Moskun explained that the project would be to replace the 3-million-gallon tank with a 750-gallon tank to supply water to Ravenna.

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

The thirteenth item was an ordinance authorizing the Mayor to enter into a two-year industrial pretreatment contract.

Mr. Moskun stated that the item is to enter into a contract with CT Consultants. He explained that they have worked with the Wastewater Treatment Plant and that they are extremely reliable. Mr. Moskun stated that they know the ins and outs of the plant and are paid as needed.

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

The fourteenth item was an ordinance authorizing the Mayor to accept a donation from JBL for cornhole courts amending the payroll ordinance for payroll salary adjustments.

Mr. Kairis stated that JBL has offered to donate materials and labor in the sum of approximately \$4,000 to create cornhole courts for the Parks and Recreation Department.

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

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The fifteenth item was an ordinance authorizing the Mayor to apply for the Portage County DD Grant.

Mr. Kairis stated that there will be some turf resurfacing at Chestnut Hills Park and that Ms. West had volunteered to help write a grant in the sum of \$10,000 for accessible playground equipment.

Ms. West explained that she included accessible equipment such as different size swings, picnic tables and a merry go round. She stated that she is getting quotes for the equipment so that she can submit the grant and said that the grant supports a lot of local people. Ms. West added that the grant is yearly and there is no limit.

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

The sixteenth item was a resolution in support of Ravenna becoming an official America 250-OH community.

Mr. Kairis explained that the resolution of support is to help with the 250 celebration that will take place in 2026 and that a resolution is needed to become an official America 250-OH community.

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

The seventeenth item was an ordinance authorizing \$200,000 in RLF for the Single-Family Tax Credit Project.

Ms. Wood explained that the funds would be used to build 3 housing units for families in Ravenna on the contingency that the OFA grant is awarded. Answering Mr. Kluge's question, Ms. Wood stated that the RLF funds used to be able to be recaptured but said that it is no longer permissible to recapture the funds. She added that RLF funds are permitted to be used for grant matches. Ms. Wood stated that Winham is also part of the program and is proposing 4 units to be built. She explained that if the OFA grant is not awarded then the funds will revert to the original usage.

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

The eighteenth item was an ordinance amending Section V: Mayors Department of the payroll ordinance.

Mr. Calfee explained that the ordinance amends Section V of the Mayors Department to clarify that the Mayor can hire a part-time administrative or clerical employee as needed.

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

The nineteenth item was an ordinance authorizing the Mayor to appoint Tami Lorence as the new Finance Director.

Mr. Calfee stated that the item speaks for itself. Ms. Lorence has served as the Assistant Finance Director for the last 4 years and is being recommended as the new Finance Director.

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

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The twentieth item was an ordinance to approve the 2024 permanent budget.

Mr. Huff stated that the budget was discussed in committee and stated that some budget increases include a new water tower, a pocket park, a new ambulance, and an IT Director.

- All Council present responded in favor to move the item forward for legislation.
- Motion to adjourn at 6:30 pm by Ms. West, 2nd Mr. Moskun- **All Ayes**

There being no further business before Council, the meeting adjourned at 6:30 pm

ATTEST:

Clerk of Council

Council President