



**Ravenna City Council
Regular Meeting Minutes
Monday, April 1, 2024, at 6:00 pm**

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

The Regular Council Meeting was called to order at 6:02 P.M. April 1, 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, Amy Michael, Matt Harper, Paul Moskun, Rob Kairis, Christina West, Cheryl Wood, and Tim Calfee.

Also in attendance: Mayor Frank Seman; Police Captain, Jake Smallfield; Fire Chief, Mark Chapple; Finance Director, Tami Lorence; Controller, Brian Huff; Council Clerk; Chelsea Gregor, Cliff Soudil, John Sferra, Larry Silenius, Amy Young, Steven Farhat, Richard Miller, Cynthia Miller, Vince Labbe

Approval of the Minutes:

- Motion to approve the March 4, 2024, Regular Council meeting and the March 18th, 2024 Special Council meeting minutes by Mr. Harper, 2nd by Ms. West- **All Ayes**

Communications- A notice from the Ohio Division of Liquor Control regarding a permit approval for 161 N. Chestnut St.

Delegations from the Public- Cynthia Miller addressed Council to express her concerns for the library renovation project. She explained that she had talked to a friend who is an attorney but that they have not officially hired a lawyer to address their concerns. Ms. Miller explained her concerns with the changed traffic flow and said that she shared a video with the Clerk to pass on to Council. She recalled when Locus Lane was vacated 20 years ago and requested that the library project to go back on the Streets and Sidewalks Committee to ensure that Locus Lane was handled appropriately. Ms. Miller stated that it is up to Council and that it is an easy fix to address the new traffic pattern concerns. She explained that this is her second trip to Council and that the current project is not what the Planning Commission had vote on and wants Council to take action.

Reed Memorial Library Director, Amy Young, addressed Council to rebuttal Mrs. Millers comments. She explained that the library has done everything that they were asked to do the last year and a half. Ms. Young explained that they had attended meetings, and the Planning Commission gave unanimous approval to do their renovation project. She stated that the drive and parking lot were closed off to mitigate any future accidents that could happen with a drive though parking lot. Ms. Young said that the curbs have been poured so that there is no longer a straight access from the driveway on Main St. She explained to Council that the Millers had an opportunity to speak up and address their concerns within 30 days of the project approval but that they did not. Ms. Young expressed her frustration with the situation and said that the Millers have a vendetta against the library.

Mr. Kluge stated that there would be no action regarding the two public comments that evening.

Vince Labbe addressed Council to suggest a pump track or bicycle obstacle course within the city. He explained that he has ridden them in other communities and that it is a good way to bring in people. Mr. Labbe said that the concept had been discussed with a previous director but that he has not heard anything about it since she retired.

Mr. Kluge stated that Ms. West can take the idea back to the Parks Board and that the idea might be able to be folded into the Comprehensive Plan.

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Mr. Labbe stated that he has been a lifelong hockey fan but said that there is no hockey exposure in Ravenna. He suggested an outdoor hockey rink that could be available anytime for residents. Mr. Labbe stated that he made contact with the company that designed the pump track in Cleveland and said that the facility is unbelievable with people of all ages enjoying the track. Ms. Michael stated the Mr. Labbe is also a longtime employee and thanked him for his suggestions.

Richard Miller explained his dealings with Ms. Young and stated that she was told that she can no longer speak to Mr. Miller directly and that communication needs to be done through the library board. He explained that he is not against libraries and said that his wife had attended the meetings 20 years ago. Mr. Miller stated that he would like Council to take into consideration the architects plan to reevaluate it in the Streets and Sidewalks committee. He said that the turning radius is too tight and that big trucks can't get through, adding he would like the committee to look at the safety concerns.

Report of Officials:

Mr. Kluge asked about an update to the Fire Department ISO rating.

Chief Chapple explained that the review rating had initially gone from a 3 to a 4, and that the City was placed on a 12 month probation period to get a plan together to satisfy the needs of the criteria. He shared that the rating has gone back down to a 3 and that the City will be up for review again in 4 years, adding that the rating is done every 5 years.

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

Report of Committees: Committee meetings start at 6:00 PM 4/15/2024.

Utilities: Mr. Moskun stated that there is nothing for the next meeting.

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

Planning: Mr. Kairis stated that there are a couple of items and there will be a meeting next week.

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

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

Streets & Sidewalks: Mr. Harper stated that there are three items on the agenda and there will be a meeting next week.

Personnel: Mr. Calfee stated that there will be no committee meeting.

Community & Economic Development: Ms. Wood stated that a meeting is to be determined.

Cemetery: Mr. Moskun stated that Mark Gabriel will be getting a quote for 400 feet of fencing in the back of the cemetery.

Mr. Harper stated that they are still working with Mr. Finney on the details of the bridge renovation.

Parks & Recreation: Ms. West stated that she will find out how the Easter Eggstravaganza turned out, and softball is underway.

First Reading of Ordinances:

ORDINANCE NO. 2024-048 AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT WITH PHOENIX SAFETY OUTFITTERS FOR THE PURCHASE OF A BULLSEYE V3 FIRE EXTINGUISHER TRAINER, AND DECLARING AN EMERGENCY.

Ms. Michael stated that the item was talked about and it will be funded using ARPA funds, adding that it is money well used.

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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. Moskun- **All Ayes**
- Motion to pass Ordinance No. 2024-048 by Mr. Harper, 2nd Ms. West- **All Ayes**

Ordinance 2024-048 was adopted.

ORDINANCE NO. 2024-049 AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT WITH FLOCK SAFETY FOR THE LEASE OF 10 FLOCK SAFETY CAMERAS , AND DECLARING AN EMERGENCY.

Ms. Michael stated that the lease will be funded by ARPA funds and that police departments in other communities are successful in locating missing people or stolen cars, as an example. She explained that some people may be concerned about how else the program can be used but that there are many benefits to using the cameras.

Mr. Moskun stated his support for the cameras.

Mr. Kairis noted that the ARPA funds will pay for the first year and that the contract is for two years. Captain Smallfield explained that the cameras have an interweb system with other users throughout the county to be able to mutually aid participating municipalities.

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 Mr. Kairis, 2nd by Ms. Wood- **All Ayes**
- Motion to pass Ordinance No. 2024-049 by Mr. Harper, 2nd Ms. Wood- **All Ayes**

Ordinance 2024-049 was adopted.

ORDINANCE NO. 2024-050 AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT WITH FAAC INCORPORATED/AROTECH FOR THE PURCHASE OF A MILO INTERACTIVE MOBILE FORCE OPTIONS SIMULATOR SYSTEM, AND DECLARING AN EMERGENCY.

Ms. Michael stated that the item is for training and that ARPA funds were appropriated for the system. 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 Ms. West, 2nd by Ms. Michael- **All Ayes**
- Motion to pass Ordinance No. 2024-050 by Ms. Michael, 2nd Mr. Kairis- **All Ayes**

Ordinance 2024-050 was adopted.

ORDINANCE NO. 2024-051 AN ORDINANCE AUTHORIZING THE MAYOR TO ACCEPT THE FIRE DEPARTMENT INDIVIDUAL GRANT THROUGH THE STATE FIRE MARSHAL'S OFFICE IN THE SUM OF \$10,000, AND DECLARING AN EMERGENCY.

Ms. Michael stated that the item is a grant that the Fire Department applied for to purchase additional turnout gear.

Mr. Calfee asked how much the gear cost.

Chief Chapple stated that it is approximately \$3,500 for the pants and jacket.

Mr. Kluge encouraged Council members to take the Fire Department Day Training Program.

There being no further comments or questions.

- Motion to waive three separate readings by Mr. Calfee, 2nd by Ms. Michael- **All Ayes**
- Motion to adopt emergency clause by Mr. Calfee, 2nd by Ms. West- **All Ayes**
- Motion to pass Ordinance No. 2024-051 by Mr. Calfee, 2nd Ms. Michael- **All Ayes**

Ordinance 2024-051 was adopted.

ORDINANCE NO. 2024-052 AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT WITH PERRIN ASPHALT FOR THE 2024 ASPHALT PAVING PROJECT, AND DECLARING AN EMERGENCY.

Mr. Harper stated that the ordinance is an annual item that was discussed and is straightforward.

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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 Mr. Harper, 2nd by Mr. Kairis- **All Ayes**
- Motion to pass Ordinance No. 2024-052 by Mr. Harper, 2nd Ms. Wood- **All Ayes**

Ordinance 2024-052 was adopted.

ORDINANCE NO. 2024-053 AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT WITH JD SERVICES FOR THE PAINTING OF PAVEMENT MARKINGS AND STRIPING, AND DECLARING AN EMERGENCY.

Mr. Harper stated that the item is done each year to mark the streets, crosswalks, and school zones. 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. Michael, 2nd by Ms. West- **All Ayes**
- Motion to pass Ordinance No. 2024-053 by Mr. Harper, 2nd Mr. Moskun- **All Ayes**

Ordinance 2024-053 was adopted.

ORDINANCE NO. 2024-054 AN ORDINANCE AUTHORIZING THE MAYOR TO SIGN TWO 6 FOOT AERIAL EASEMENTS FOR 455 AND 609 MAIN STREET, AND DECLARING AN EMERGENCY.

Mr. Harper stated that the easements are required to widen Main St.

Mr. Finney stated that the City owns the two properties and that he is waiting for more easements to come back.

There being no further comments or questions.

- Motion to waive three separate readings by Mr. Harper, 2nd by Mr. Kairis- **All Ayes**
- Motion to adopt emergency clause by Mr. Kairis, 2nd by Ms. West- **All Ayes**
- Motion to pass Ordinance No. 2024-054 by Mr. Harper, 2nd Ms. Wood- **All Ayes**

Ordinance 2024-054 was adopted.

ORDINANCE NO. 2024-055 AN ORDINANCE AUTHORIZING THE MAYOR TO ADVERTISE FOR BIDS TO REMOVE THE EXISTING 3,000,000 GALLON WATER STANDPIPE ON STATE ROUTE 14 AND REPLACING IT WITH A NEW 750,000 GALLON COMPOSITE ELEVATED TANK, AND DECLARING AN EMERGENCY.

Mr. Moskun asked when the project would start.

Mr. Finney stated that the project needs to be bid out first and then there is a 365 day turnaround on new tanks.

Ms. Michael asked if the scrap would be included in the bid.

Mr. Finney explained that the City will be bidding out two projects, the demolition and removal of the current tank, and the installation of a new tank. He said that contractors will be able to account for the scrap tank in their bid.

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. Michael, 2nd by Mr. Moskun- **All Ayes**
- Motion to pass Ordinance No. 2024-055 by Ms. Wood, 2nd Mr. Kairis- **All Ayes**

Ordinance 2024-055 was adopted.

ORDINANCE NO. 2024-056 AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH C. T. CONSULTANTS, INC., FOR PROFESSIONAL ENGINEERING SERVICES FOR THE RAVENNA INDUSTRIAL PRETREATMENT PROGRAM FOR THE PERIOD FROM MARCH 1, 2024 THROUGH FEBRUARY 28, 2026, AND DECLARING AN EMERGENCY.

Mr. Moskun stated that the City has worked with CT Consultants for decades and that they are a high quality company. He said that they are utilized as needed and that there are different projects coming up.

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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. Michael, 2nd by Ms. West- **All Ayes**
- Motion to pass Ordinance No. 2024-056 by Mr. Harper, 2nd Mr. Kairis- **All Ayes**

Ordinance 2024-056 was adopted.

ORDINANCE NO. 2024-057 AN ORDINANCE AUTHORIZING THE MAYOR TO APPLY FOR THE ACCESSIBILITY AND INCLUSION GRANT THROUGH THE PORTAGE COUNTY BOARD OF DEVELOPMENTAL DISABILITIES, AND DECLARING AN EMERGENCY.

Mr. Kairis stated that Ms. West wrote the grant for accessibility playground equipment which is estimated at \$10,000.

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. Wood- **All Ayes**
- Motion to pass Ordinance No. 2024-057 by Mr. Calfee, 2nd Mr. Kairis- **All Ayes**

- Mr. Moskun was unavailable to vote during the motions

Ordinance 2024-057 was adopted.

RESOLUTION NO. 2024-058 A RESOLUTION OF THE CITY OF RAVENNA SUPPORTING THE OHIO COMMISSION FOR THE UNITED STATES SEMI QUINCENTENNIAL (AMERICA 250-OH).

Mr. Kairis stated that Ravenna High School teacher, Matt Wunderle, is asking for support to become an America 250-OH community to help celebrate America's 250th anniversary in 2026. He explained that Mr. Wunderle will be applying for a grant through the program and it requires a resolution of support from City Council.

There being no further comments or questions.

- Motion to pass Resolution No. 2024-058 by Ms. Michael, 2nd Ms. Wood- **All Ayes**

Resolution 2024-058 was adopted.

ORDINANCE NO. 2024-059 AN ORDINANCE AUTHORIZING \$200,000 IN HOME RLF TO BE USED FOR THE NEIGHBORHOOD DEVELOPMENT SERVICES, INC. SINGLE FAMILY TAX CREDIT PROJECT, AND DECLARING AN EMERGENCY.

Ms. Wood explained that the \$200,000 in HOME RLF is from previous CHIP programs that have been recaptured and that the funds were originally for owner occupied rehabilitation until the next CHIP application can be submitted later this summer. The Ohio Housing and Finance Agency (OHFA) has come up with a single-family new construction program using tax credits that requires a match. Ms. Wood said that Neighborhood Development Services (NDS) would like to use the \$200,000 HOME RLF if they are approved for the OHFA tax credit program to build 3 new construction homes within the city limits of Ravenna.

Ms. Michael asked about the Windham portion of the project.

Ms. Wood stated that it is a County project that they have to approve and that if the projects are not all approved, then the project does not move forward and the money reverts back to the owner occupied rehabilitations. 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 Mr. Calfee, 2nd by Ms. West- **All Ayes**
- Motion to pass Ordinance No. 2024-059 by Mr. Calfee, 2nd Mr. Kairis- **All Ayes**

Ordinance 2024-059 was adopted.

RESOLUTION NO. 2024-060 A RESOLUTION IN APPRECIATION OF ANDREW KLUGE FOR 7 YEARS OF DEDICATION AND SERVICE TO THE CITY OF RAVENNA.

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There being no further comments or questions.

- Motion to pass Resolution No. 2024-060 by Mr. Kairis, 2nd Ms. Wood- **All Ayes**

Resolution 2024-060 was adopted.

Second Reading of Ordinances: None

Third Reading of Ordinances: None

Old Business- None

New Business- Mr. Kluge asked if there was any new business. Hearing none he opened the floor to nominations for Council President.

Mr. Calfee nominated Mr. Kairis. There were no other nominations and Mr. Kluge closed the floor to nominations.

- Motion to appoint Rob Kairis as the new Council President by Mr. Calfee, 2nd Ms. West- **All Ayes**

President of Council Remarks- Mr. Kluge congratulated Mr. Kairis and said that the Clerk has resources to help with issues that may arise. He added that he appreciates all the support that Council has given him over the years.

Council Member Remarks

Mr. Calfee- Mr. Calfee expressed his appreciation to Mr. Kluge for his leadership on City Council over the past four years. He noted the technological improvements that had happened which have improved communication and transparency. Mr. Calfee stated that Mr. Kluge has worked to make Ravenna a better place to live, work and visit, and that he appreciates his efforts.

Ms. West- No Comment

Ms. Wood- Ms. Wood thanked the Millers and the library for attending and hoped that there could be an amicable resolution to the situation. She stated her concerns for Locus Lane and seeing what the City can do to help both entities.

Ms. Wood thanked Mr. Kluge for all his words of wisdom over the years and that it has been great working with him.

Mr. Moskun- No Comment

Mr. Harper- Mr. Harper thanked Mr. Kluge for his service and conversations over the years and wishes him the best. He then welcomed Mr. Kairis as the new Council President.

Ms. Michael- Ms. Michael addressed the fire that happened on Hazen St. and said that all departments are affected when there is a fire, such as the Street and Water Departments. She said that she is thankful that no one was injured and that the Building Department has a lot to do after the fire. She stated that the departments don't always get acknowledged, especially when people don't understand the extent an emergency can have on various departments and thanked everyone involved.

Ms. Michael apologized for the frustrations that have developed between the Millers and the library. She said that sometimes there are things that Council cannot control or an easy fix. Ms. Michael stated that she hopes that there can be some answers given regarding Locus Lane.

Ms. Michael cautioned everyone to be careful on April 8th for the solar eclipse.

Ms. Michael thanked Andrew for his service and said that she was sad that he was leaving. She said that he brought something different to the table, especially when handling the IT during the pandemic.

Mr. Kairis- Mr. Kairis expressed how much he appreciated Mr. Kluge's informative leadership and thanked him for doing a fantastic job. He also thanked Council for their vote of confidence in appointing him the new Council President. Mr. Kairis stated that the first order of business is to appoint a replacement Ward II Council member and said that interested parties will be able to submit a letter of interest for the position.

Mr. Kairis stated that the Comprehensive Plan will be discussed at the high school on April 17th from 6-8pm.

Mr. Kairis stated that he will be playing at the Kent club called The Pub on the solar eclipse.

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Mayor's Remarks- Mayor Seman congratulated Mr. Kairis on his new position. He reminisced on the first time Mr. Kluge ran for Council President and said that a lot of things have moved forward since then.

Mayor Seman stated that the City has excellent employees throughout the city and noted how much the streets and sidewalks have improved over the past year.

Mayor Seman said that the Planning Commission reviewed two items that were requested. He stated that they discussed how the City would like to handle marijuana sales and sign brightness.

Mayor Seman stated that it was Ms. Lorence's first day as the new Finance Director and said that she is an excellent employee. He thanked Mr. Huff for his work as the last elected person in the position and explained that the position was made appointed to increase the job pool.

Mayor Seman thanked everyone who came in to speak and is appreciative of them attending.

Mayor Seman said that the City received a letter stating that the ARPA accounting needs to be in by the end of April.

- Motion to adjourn at 7:15 pm by Ms. Wood, 2nd Ms. Michael- **All Ayes**

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

ATTEST:

Clerk of Council

Council President