



**Ravenna City Council
Regular Meeting Minutes
Monday, June 3, 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 6:00 P.M. June 3, 2024, by Council President, Rob Kairis

Moment of Meditation & Silence

President Kairis called a moment of meditation and silence.

Pledge to Flag

President Kairis then led those in attendance in the Pledge of Allegiance.

Roll Call

The following Council Members were present: Council President, Rob Kairis, Amy Michael, Matt Harper, Paul Moskun, Christina West, Cheryl Wood, Tim Calfee, Tyler Marovich.

Also in attendance: Mayor Frank Seman; Law Director, Frank Cimino; Fire Chief, Mark Chapple; Service Director, Tim Contant; City Engineer, Bob Finney; Finance Director, Tami Lorence; Controller, Brian Huff; Council Clerk; Chelsea Gregor, John Kennedy, Larry Silenius, Richard Miller, Cliff Soudil, Bill Barber, Cynthia Miller, Maricia Grair, Kevin Gray, Rebecca Miller, Lisa Ross, Heather C. Sepelak, Anson Sage

Approval of the Minutes:

- Motion to approve the May 6, 2024, Regular Council meeting minutes by Ms. West, 2nd by Mr. Moskun- **All Ayes**

Communications: A letter from the Court of Common Pleas informing the City of a forfeiture of land, a proclamation from the Governor for the 225th anniversary celebration, and a letter from the Board of Elections verifying elected officials.

Delegations from the Public: John Kennedy addressed Council to introduce himself as the new Portage County Treasurer who began in December. He explained what his office does and said that they do good work all year long in his office. Mr. Kennedy reminded everyone that the second half of tax collections are due July 15th and explained how his office works to be a good fiduciary steward of county funds. He stated that he helps to fight for the best rates at local banks and shared how he serves on local boards to help provide valuable input. Mr. Kennedy said that he also serves on the Community Action Council board which helps county residents to find resources to assist them with home repairs, tax assistance and low interest loans. He explained that he has also reached out to state lawmakers to find unallocated funds to help connect the right people and to help build bridges.

Heather Sepelak addressed Council to introduce herself as a volunteer who cleans and repairs decrepit headstones in cemeteries. She explained how she has found markers for unmarked veterans, has cleaned headstones and has helped to upload genealogy. Ms. Sepelak had requested permission to clean and repair headstones in Maple Grove Cemetery and stated that she will provide her own supplies and that it is a privilege to perform the service.

Cythia Miller addressed Council to inform them of some codified ordinance violations that she noticed and said that she did not know who to report it to, so she thought to address Council. She explained that there are 4 violations that she discovered in relation to the library project. Mr. Kairis suggested that she put the violations in writing and submit them to him for review.

Report of Officials:

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

Report of Committees: Committee meetings start at 6:00 PM 6/10/2024.

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

Information Systems: Mr. Marovich stated that there will not be a meeting next week.

Planning: Ms. West stated that there will be a meeting next week.

Committee of the Whole: Mr. Kairis stated that the next Committee of the Whole meeting is Monday, June 17, 2024, at 6:00 pm.

Public Health & Safety: Ms. Michael stated that there are two items on the agenda and she is unsure about a meeting next week.

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

Cemetery: Mr. Harper stated that the Cemetery Board has decided to suspend summer meetings.

Parks & Recreation: Ms. West shared that the Chestnut Hills Park renovation is complete. She explained that the Parks & Recreation Department and Reed Memorial Library collaborated for a rodeo themed Summer Celebration. Ms. West explained that the free event is family friendly and will include activities such as hayrides, food trucks, petting zoo, square dancing and crafts.

First Reading of Ordinances:

ORDINANCE NO. 2024-075 AN ORDINANCE ACCEPTING A DONATION TO THE RAVENNA POLICE DEPARTMENT K-9 FUND IN THE SUM OF \$3,000.00 FROM AN ANONYMOUS DONOR AND APPROPRIATING THE SUM OF \$3,000.00, AND DECLARING AN EMERGENCY.

Ms. Michael stated that the item is to accept a generous \$3,000 anonymous donation for the K-9 and there is no match required.

There being no further comments or questions.

- Motion to waive three separate readings by Ms. West, 2nd by Ms. Wood- **All Ayes**
- Motion to adopt emergency clause by Ms. Michael, 2nd by Mr. Moskun- **All Ayes**
- Motion to pass Ordinance No. 2024-075 by Ms. Wood, 2nd Ms. Michael- **All Ayes**

Ordinance 2024-075 was adopted.

ORDINANCE NO. 2024-076 AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT FOR THE 2024-2025 SCHOOL YEAR FOR THE SCHOOL RESOURCE OFFICER, AND DECLARING AN EMERGENCY.

Ms. Michael explained that the item is to renew the contract and said that it is the same as in the past, except that the officer will get a salary increase according to their union contract. She said that she would like to see two School Resource Officers (SRO) provide services to the schools. Council made mention of contacting Ravenna Township to see if they would be interested in providing funds towards an additional officer.

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 Ms. Wood, 2nd by Mr. Moskun- **All Ayes**
- Motion to pass Ordinance No. 2024-076 by Mr. Harper, 2nd Ms. Wood- **All Ayes**

Ordinance 2024-076 was adopted.

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ORDINANCE NO. 2024-077 AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT WITH AN ATTORNEY TO REVIEW THE HISTORY AS IT RELATES TO THE REED MEMORIAL LIBRARY RENOVATION PROJECT AND APPROPRIATING AN AMOUNT NOT TO EXCEED \$5,000 FROM THE GENERAL FUND, AND DECLARING AN EMERGENCY.

Mr. Harper stated that the item is straightforward, and the purpose is to help clarify questions that have been raised while the project has been under construction.

Ms. Miller addressed Council to suggest a higher dollar amount for an attorney.

Mr. Calfee stated to clarify that the item would be to review the procedures and related items. He said that he would like to leave the appropriation amount at \$5,000 and that he is in favor of hiring an attorney, adding that the review should not be in depth research.

Mr. Harper stated that he is okay with the appropriation of \$5,000 in the ordinance.

Mayor Seman informed Council that he does not want the responsibility of choosing an attorney and said that City Council will have to choose, adding that the local bar association may be able to help.

Council discussed amending the ordinance, but no one made a motion to amend the appropriation amount. There being no further comments or questions.

- Motion to waive three separate readings by Ms. Wood, 2nd by Mr. Harper- **All Ayes**
- Motion to adopt emergency clause by Ms. Wood, 2nd by Ms. Michael- **All Ayes**
- Motion to pass Ordinance No. 2024-077 by Mr. Harper, 2nd Ms. Wood- Mr. Harper, Ms. Wood, Mr. Calfee, Mr. Moskun, Mr. Marovich, Ms. Michael-**All Ayes**, Ms. West- **No**

Ordinance 2024-077 was adopted.

ORDINANCE NO. 2024-078 AN ORDINANCE ACCEPTING THE RECOMMENDATIONS AND MINUTES OF THE CITY OF RAVENNA TAX INCENTIVE REVIEW COUNCIL FOR THE 2023 ENTERPRISE ZONE COMPLIANCE REPORTS, ATTACHED HERETO AS EXHIBIT "A", AND DECLARING AN EMERGENCY.

Ms. Wood stated that the item is an annual housekeeping ordinance to approve the meeting minutes which review the local CRA's and TIF's.

There being no further comments or questions.

- Motion to waive three separate readings by Ms. Calfee, 2nd by Ms. Wood- **All Ayes**
- Motion to adopt emergency clause by Mr. Marovich, 2nd by Mr. Moskun- **All Ayes**
- Motion to pass Ordinance No. 2024-078 by Mr. Marovich, 2nd Ms. Wood- **All Ayes**

Ordinance 2024-078 was adopted.

ORDINANCE NO. 2024-079 AN ORDINANCE AUTHORIZING THE APPLICATION FOR THE 2024 COMMUNITY HOUSING IMPACT AND PRESERVATION (CHIP) PROGRAM GRANT FUNDS; AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH PORTAGE COUNTY, THE CITY OF STREETSBORO AND NEIGHBORHOOD DEVELOPMENT SERVICES FOR THE IMPLEMENTATION OF THE GRANT, IF AWARDED, AND DECLARING AN EMERGENCY.

Ms. Wood explained the CHIP program and said that the money will go to owner occupied housing repairs. She stated that the City will be the lead role on the application and that Neighborhood Development Services (NDS) will administer the grant funds. Ms. Wood said that Portage County is set to receive \$400,000, Streetsboro would receive \$350,000 and Ravenna will receive \$300,000.

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. 2024-079 by Mr. Harper, 2nd Ms. Wood- **All Ayes**

Ordinance 2024-079 was adopted.

Second Reading of Ordinances: None

Third Reading of Ordinances: None

Old Business- None

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New Business- None

President of Council Remarks- Mr. Kairis stated that he plans to revisit a retreat in the late fall or winter, but that he will be planning work sessions over the summer to talk about addressing issues. He said that Council can introduce items to discuss and that a public hearing can be held if Council wishes to move forward with any amendments. Mr. Kairis suggested a Special Council meeting on June 24th to discuss items such as Council rules, consent agendas and reviewing the current agenda set up. He said that the Summer Celebration, Art on Main and the 225th Anniversary are all coming up and that lots of things will be happening.

Council Member Remarks

Mr. Moskun- Mr. Moskun addressed the cot loading system in the Fire Department that Council had approved, and said that it is worth the money once you see it in action.

Mr. Calfee- No Comment

Ms. West- Ms. West thanked the administration for the addition of flowers and flags downtown to celebrate the 225th Anniversary.

Ms. Wood- Ms. Wood stated that the new park next to Guido's should be finished by the end of June.

Mr. Harper- No Comment

Ms. Michael- Ms. Michael said that the downtown flowers look amazing and that she has received lots of compliments that it should look like that every summer. She expressed her appreciation for speaker Heather Sepelak and her efforts to restore headstones and honor fallen veterans. Ms. Michael thanked her and offered her time to volunteer with her for the cause.

Mr. Marovich- Mr. Marovich stated that he was looking forward to meeting the new IT Director.

Mayor's Remarks- Mayor Seman explained that asking Ravenna Township to chip in towards another SRO is logical but explained that they are overseen by the Sherriff and may want to utilize them instead a Ravenna Police Officer.

Mayor Seman said that the downtown area is looking good for the anniversary celebration. Mayor Seman addressed the cemetery headstones and said that they have to be handled with care because they can turn to dust if handled inappropriately. He emphasized the need to raise funds for the cemetery chapel before it goes further into disrepair.

- Motion to adjourn at 6:48 pm by Mr. Marovich, 2nd Ms. Wood- **All Ayes**

The next Regular Council Meeting is scheduled for Monday, July 1, 2024, at 6:00 P.M.

ATTEST:

Clerk of Council

Council President