



**Ravenna City Council
Regular Meeting Minutes
Monday, September 9, 2024, at 6:00 pm
(reschedule from September 3, 2024)**

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

The Regular Council Meeting was called to order at 6:00 P.M. September 9, 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, Matt Harper, Paul Moskun, Christina West, Tim Calfee, Tyler Marovich.

Also in attendance: Mayor Frank Seman; Law Director, Frank Cimino; Police Chief, Jeff Wallis; Fire Chief, Mark Chapple; Service Director, Tim Contant; Finance Director, Tami Lorence; City Engineer, Bob Finney; Controller, Brian Huff; Council Clerk; Chelsea Gregor, Larry Silenius, Cliff Soudil, Alison Haynes, John Plough

- Motion to excuse Ms. Wood and Ms. Michael by Mr. Harper, 2nd by Mr. Moskun- **All Ayes**

Approval of the Minutes:

- Motion to approve the August 5, 2024, Regular Council meeting minutes by Mr. Marovich, 2nd by Mr. Moskun- **All Ayes**

Communications: A notice from the Portage County Board of Elections

Delegations from the Public:

John Plough addressed Council to state his concern for trees being cut down during the process of replacing waterlines. He stated that the trees are still healthy and suggested replacing waterlines around the tree roots to avoid damaging them, and in lieu of taking down trees.

Mr. Contant stated that the Engineering Department determines which trees are taken down during a waterline project.

Mr. Kairis noted that the procedure is an administrative process and asked what he wanted City Council to do.

Mr. Plough suggested holding hearings so that people can be made aware.

Mr. Finney stated that letters are sent out to residents who are directly affected by the project which invite them to ask questions or state any concerns.

Mr. Kairis stated that the process can be looked at and possibly refined.

Alison Haynes addressed Council to explain her flooding concerns at her house on Riddle Ave. which included sanitary waste. She explained to Council the three flooding issues that she had this year and the financial impact that it had on her family. Ms. Haynes inquired about installing a backflow and Mr. Finney told her that they are permitted. She asked that the City post updates on the website to inform residents of the progress the City is making towards addressing the flooding and infrastructure issues.

Report of Officials:

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

Report of Committees: Committee meetings start at 6:00 PM 9/16/2024.

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

Ravenna City Council Meeting Minutes
September 9, 2024
Page Two (2).

Information Systems: Mr. Marovich stated that there will be a couple items 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, September 23, 2024, at 6:00 pm. He explained there will also be a public hearing held on September 16th and September 23rd at 6:00pm.

Public Health & Safety: Ms. Michael stated that she is unsure about a meeting next week.

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

Personnel: Mr. Calfee stated that there will be a meeting next week.

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

Cemetery: Mr. Moskun stated that there were cemetery trees that were cleaned up by a contractor.

Mr. Harper stated that everything else was status quo.

Parks & Recreation: Ms. West stated that the phase two of Emerald Lake will be moved on to next month and that there are some discrepancies with applying for the grant. She said that she will have the Osborn Park designs to share at the end of November. Ms. West shared that summer camp has concluded, fall soccer is beginning and fall sports are at maximum capacity.

First Reading of Ordinances:

ORDINANCE NO. 2024-097 AN ORDINANCE AUTHORIZING THE PURCHASE OF NEW DUTY GUNS AND ACCESSORIES FOR THE RAVENNA POLICE DEPARTMENT AND TRADING IN THE OLD DUTY GUNS, AND DECLARING AN EMERGENCY.

Chief Wallis explained that the Police Department would like to switch to a different caliber gun which is not only a cheaper switch but it is more user friendly. He stated that ARPA Funds will be used and have been appropriated.

Mr. Calfee asked about the trade in value for the old duty guns.

Chief Wallis stated that they will receive \$300 per old duty gun and that they were originally purchased for \$750, adding that that trade in value is a fair market value.

Mr. Moskun expressed his support of the new purchase.

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 Mr. Marovich, 2nd by Mr. Moskun- **All Ayes**
- Motion to pass Ordinance No. 2024-097 by Mr. Harper, 2nd Mr. Moskun- **All Ayes**

Ordinance 2024-097 was adopted.

ORDINANCE NO. 2024-098 AN ORDINANCE AMENDING THE CODIFIED ORDINANCES OF THE CITY OF RAVENNA, PART FOUR – TRAFFIC CODE; TITLE TWO – ADMINISTRATION, ENFORCEMENT AND PENALTIES; CHAPTER 406 – TRAFFIC CONTROL; SECTION 406.05 – TRAFFIC CONTROL SIGNALS, BY REMOVING THE TRAFFIC SIGNALS AT THE INTERSECTION OF MAIN STREET AND KING STREET, AND DECLARING AN EMERGENCY.

Mr. Harper stated that the item is to remove the traffic signal from the codified ordinances.

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. West- **All Ayes**
- Motion to pass Ordinance No. 2024-098 by Mr. Calfee, 2nd Ms. West- **All Ayes**

Ordinance 2024-098 was adopted.

Ravenna City Council Meeting Agenda
September 9, 2024
Page Three (3).

ORDINANCE NO. 2024-099 AN ORDINANCE AUTHORIZING THE MAYOR TO SEND OUT REQUESTS FOR PROPOSALS (RFP) FOR THE 2024 STREET TREE PLANTING PROGRAM AND TO ENTER INTO A CONTRACT FOR AN AMOUNT NOT TO EXCEED \$20,000, AND DECLARING AN EMERGENCY.

Mr. Harper stated that the item is as the ordinance says.

There being no further comments or questions.

- Motion to waive three separate readings by Mr. Harper, 2nd by Mr. Marovich- **All Ayes**
- Motion to adopt emergency clause by Mr. Harper, 2nd by Mr. Marovich- **All Ayes**
- Motion to pass Ordinance No. 2024-099 by Mr. Harper, 2nd Mr. Marovich- **All Ayes**

Ordinance 2024-099 was adopted.

ORDINANCE NO. 2024-100 AN ORDINANCE ACCEPTING A DONATION IN THE SUM OF \$50,000.00 FROM MAIN STREET RAVENNA FOR CITY TREE PLANTINGS, AND DECLARING AN EMERGENCY.

Mr. Harper stated that the item is an anonymous donation for trees that will be planted in Maple Grove Cemetery and downtown. It was stated that the donation amount may exceed the original \$50,000 and so Council agreed to amend the ordinance to increase the donation amount.

- Motion to amend Ordinance No. 2024-100 not exceed a donation in the sum of \$52,000 by Mr. Moskun, 2nd Ms. West- **All Ayes**

There being no further comments or questions.

- Motion to waive three separate readings by Mr. Marovich, 2nd by Ms. West- **All Ayes**
- Motion to adopt emergency clause by Mr. Marovich, 2nd by Ms. West- **All Ayes**
- Motion to pass Ordinance No. 2024-100 by Mr. Harper, 2nd Mr. Marovich- **All Ayes**

Ordinance 2024-100 was adopted.

ORDINANCE NO. 2024-101 AN ORDINANCE AUTHORIZING THE MAYOR TO ADVERTISE FOR BIDS, ACCORDING TO LAW, FOR CHEMICALS REQUIRED FOR THE WATER AND WASTEWATER TREATMENT FOR THE CALENDAR YEAR 2025, PURSUANT TO SPECIFICATIONS NOW ON FILE IN THE MAYOR'S OFFICE, AND DECLARING AN EMERGENCY.

Mr. Moskun stated that the chemicals are required by both the Water and Wastewater plants and are necessary to operate the plants.

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. West, 2nd by Mr. Marovich- **All Ayes**
- Motion to pass Ordinance No. 2024-101 by Ms. West, 2nd Mr. Marovich- **All Ayes**

Ordinance 2024-101 was adopted.

ORDINANCE NO. 2024-102 AN ORDINANCE AUTHORIZING AN EMERGENCY PURCHASE OF A NEW LIFT STATION WITHOUT COMPETITIVE BIDDING AND APPROPRIATING FUNDS NOT TO EXCEED \$130,000.00 FROM FUND 677, AND DECLARING AN EMERGENCY.

Mr. Moskun stated that the item is a critical need that needs to be replaced urgently. He explained that it is a specialty item that will be replaced in the same location with barriers to keep the lift station safe. 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. West, 2nd by Mr. Moskun- **All Ayes**
- Motion to pass Ordinance No. 2024-102 by Mr. Harper, 2nd Ms. West- **All Ayes**

Ordinance 2024-102 was adopted.

Ravenna City Council Meeting Agenda
September 9, 2024
Page Four (4).

ORDINANCE NO. 2024-103 AN ORDINANCE AUTHORIZING THE PURCHASE OF A BOBCAT ARTICULATED LOADER AND ATTACHMENTS NOT TO EXCEED \$50,000.00 FOR THE PARKS AND RECREATION DEPARTMENT, AND DECLARING AN EMERGENCY.

Ms. West stated that the Bobcat articulated loader will be utilized by the Parks and Recreation Department for use in the City parks and on the Hike and Bike Trail.

There being no further comments or questions.

- Motion to waive three separate readings by Mr. Calfee, 2nd by Mr. Marovich- **All Ayes**
- Motion to adopt emergency clause by Mr. Calfee, 2nd by Ms. West- **All Ayes**
- Motion to pass Ordinance No. 2024-103 by Mr. Calfee, 2nd Ms. West- **All Ayes**

Ordinance 2024-103 was adopted.

ORDINANCE NO. 2024-104 AN ORDINANCE AMENDING THE CODIFIED ORDINANCES OF THE CITY OF RAVENNA, PART 12 – PLANNING AND ZONING CODE – TITLE SIX – ZONING; CHAPTER 1266 – DISTRICTS GENERALLY AND ZONING MAP, SECTION 1266.03 – ZONING MAP BY REZONING PORTAGE COUNTY PARCEL NUMBER 31-316-10-00-011-000 FROM R-4 RESIDENTIAL DISTRICT TO I-1 INDUSTRIAL DISTRICT, AS DESCRIBED IN EXHIBIT “A”.

Ms. West stated that the item is to rezone a parcel of property located next to the business so that it can be turned into a parking lot, adding that it was recommended by the Planning Commission. A setback variance will be required and will be discussed at the next Planning Commission meeting. A public hearing will be held and a yard sign notice will be posted in front of Supergood. There being no further comments or questions.

Ordinance 2024-104 was moved on for second reading.

ORDINANCE NO. 2024-105 AN ORDINANCE AUTHORIZING THE MAYOR TO APPLY FOR A GRANT THROUGH THE CLEAN OHIO GREENSPACE CONSERVATION FUND PROGRAM AND TO ACCEPT THE GRANT IF AWARDED, AND DECLARING AN EMERGENCY.

Ms. West explained that the paperwork was not ready and the ordinance, along with the following two ordinances, are being tabled for the moment, but that she would like to keep it on the agenda in case the grant and associated paperwork are able to be completed.

Ordinance 2024-105 was moved on for second reading.

ORDINANCE NO. 2024-106 AN ORDINANCE AUTHORIZING THE MAYOR TO SIGN A NON-BINDING AGREEMENT TO PURCHASE ADDITIONAL PROPERTIES ADJACENT TO EMERALD LAKE THROUGH THE CLEAN OHIO GRANT, AND DECLARING AN EMERGENCY.

Ms. West stated that the item is staying on for second reading.

There being no further comments or questions.

Ordinance 2024-106 was moved on for second reading.

ORDINANCE NO. 2024-107 AN ORDINANCE AUTHORIZING THE MAYOR TO SIGN A CONTRACT WITH NEIL HESS AS THE DUAL AGENT IN THE SALE OF PROPERTIES THROUGH A LAND ACQUISITION GRANT, AND DECLARING AN EMERGENCY.

Ms. West stated that the item is staying on for second reading.

There being no further comments or questions.

Ordinance 2024-107 was moved on for second reading.

ORDINANCE NO. 2024-108 AN ORDINANCE AUTHORIZING THE IT DIRECTOR TO SELL PRINTERS, COMPUTERS, EQUIPMENT AND ASSOCIATED MACHINERY HAVING A VALUE OF LESS THAN \$1,000.00 PURSUANT TO THE PREDETERMINED VALUATION OF THE INDIVIDUAL ITEMS AVAILABLE THAT ARE AVAILABLE AFTER BEING ADVERTISED FOR NOT LESS THAN TWO NOR MORE THAN FOUR CONSECUTIVE WEEKS IN A NEWSPAPER OF GENERAL JURISDICTION WITHIN THE MUNICIPAL CORPORATION, AND DECLARING AN EMERGENCY.

Ravenna City Council Meeting Minutes
September 9, 2024
Page Five (5).

Mr. Marovich explained that the ordinance codifies the procedure and is more specific that the Ohio Revised Code (ORC) on how the city can sell or eliminate City property.

Mr. Kairis stated that the ORC states that municipalities have authority to get rid of items under \$1,000.

Mr. Marovich stated that the policy fills in the gaps, and the codification of the ordinance ensures that all employees are aware of the policy.

Mr. Calfee asked why it falls on the IT Director.

Mr. Marovich stated that by having the IT Director implement the policy it will provide for better documentation on disposal of City items.

Mr. Finney added that the ordinance cleans up the policy for the City and that it is a means of getting rid of no value items.

Mr. Cimino explained that the reasoning behind the ordinance was to clarify the procedure and that it addresses items of low value.

- 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 Mr. Marovich, Mr. Calfee, Mr. Marovich, Ms. West, Mr. Harper- **All Ayes**, Mr. Moskun- **No**
- Motion to pass Ordinance No. 2024-108 by Ms. West, 2nd Mr. Marovich- **All Ayes**

Ordinance 2024-108 was adopted.

RESOLUTION NO. 2024-109 A RESOLUTION ACCEPTING THE AMOUNTS AND RATES AS DETERMINED BY THE PORTAGE COUNTY BUDGET COMMISSION AND AUTHORIZING THE NECESSARY TAX LEVIES AND CERTIFYING THEM TO THE COUNTY AUDITOR.

Ms. Lorence stated that the item is an annual housekeeping resolution that the City does to certify funds which is then sent to the County. There being no further comments or questions.

- Motion to waive three separate readings by Mr. Calfee, 2nd by Mr. Marovich- **All Ayes**
- Motion to pass Resolution No. 2024-109 by Ms. West, 2nd Mr. Moskun- **All Ayes**

Ordinance 2024-109 was adopted.

ORDINANCE NO. 2024-110 AN ORDINANCE AUTHORIZING THE FINANCE DIRECTOR, UPON THE ISSUANCE OF A CERTIFICATE OF AVAILABILITY OF FUNDS, TO PAY CERTAIN PURCHASE ORDERS MADE THAT EXCEED \$3,000.00, AND DECLARING AN EMERGENCY.

Ms. Lorence stated that the item is a new compliance ordinance for purchases made without a purchase order and that it may be a recurring monthly ordinance.

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. Moskun- **All Ayes**
- Motion to pass Ordinance No. 2024-110 by Mr. Harper, 2nd Ms. West- **All Ayes**

Ordinance 2024-110 was adopted.

ORDINANCE NO. 2024-111 AN ORDINANCE ACCEPTING A PROPOSAL PROVIDED BY LOVE INSURANCE AGENCY, A COPY OF WHICH IS ATTACHED HERETO AND MARKED EXHIBIT "A" FOR THE RENEWAL OF INSURANCE COVERAGE FOR THE PERIOD OF SEPTEMBER 14, 2024 THROUGH SEPTEMBER 14, 2025, AND DECLARING AN EMERGENCY.

Ms. Lorence explained that Love Insurance has spent a lot of time shopping around and that she sent out an email explaining any changes. She said that insurance has increased by 7% and that there were some additions to the policy. 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 Mr. Harper, 2nd by Mr. Moskun- **All Ayes**
- Motion to pass Ordinance No. 2024-111 by Mr. Harper, 2nd Mr. Marovich- **All Ayes**

Ordinance 2024-111 was adopted.

ORDINANCE NO. 2024-112 AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO AN AUDIT AGREEMENT WITH SPYGLASS GROUP, LLC TO PERFORM AN AUDIT OF THE CITY'S TELECOMMUNICATIONS ACCOUNTS, AND DECLARING AN EMERGENCY.

Ms. Lorence explained that the company looks at the City's telecommunications to see where the City might be able to save money and that the company will in turn receive 50% of any returned revenue. There being no further comments or questions.

- Motion to waive three separate readings by Mr. Marovich, 2nd by Ms. West- **All Ayes**
- Motion to adopt emergency clause by Mr. Marovich, 2nd by Mr. Moskun- **All Ayes**
- Motion to pass Ordinance No. 2024-112 by Mr. Marovich, 2nd Mr. Moskun- **All Ayes**

Ordinance 2024-112 was adopted.

Second Reading of Ordinances:

ORDINANCE NO. 2024-091 AN ORDINANCE AMENDING THE CODIFIED ORDINANCES OF THE CITY OF RAVENNA, TITLE EIGHT - PARKING; CHAPTER 452 - PARKING GENERALLY; SECTION 452.20 - PROHIBITED AND RESTRICTED PARKING AREAS; SUBSECTION (A) BY PROHIBITING PARKING ON BOTH SIDES OF PARK AVENUE, AT ALL TIMES.

There will be a public hearing on September 23rd to get public input prior to a Council vote. There being no further comments or questions.

Ordinance 2024-091 was moved on for third reading.

ORDINANCE NO. 2024-095 AN ORDINANCE AMENDING THE CODIFIED ORDINANCES OF THE CITY OF RAVENNA, OHIO, PART TWO – ADMINISTRATION CODE; TITLE FOUR – LEGISLATION; CHAPTER 220 – COUNCIL BY AMENDING SECTION 220.09 ORDER OF BUSINESS, AND DECLARING AN EMERGENCY.

The item is to change the order of business to add a consent agenda and there will be a public hearing on September 16th to get public input prior to a Council vote.

There being no further comments or questions.

Ordinance 2024-095 was moved on for third reading.

ORDINANCE NO. 2024-096 AN ORDINANCE AMENDING THE CODIFIED ORDINANCES OF THE CITY OF RAVENNA, OHIO, PART TWO – ADMINISTRATION CODE; TITLE TWO – GENERAL PROVISIONS; CHAPTER 220 – COUNCIL; SECTION 220.10 AGENDA, AND DECLARING AN EMERGENCY.

The item is to add the consent agenda to the agenda for simple housekeeping items and there will be a public hearing on September 16th to get public input prior to a Council vote.

There being no further comments or questions.

Ordinance 2024-096 was moved on for third reading.

Third Reading of Ordinances: None

Old Business- None

New Business- Mr. Cimino noted that the hydrangeas look great at the Police Department.

President of Council Remarks- Mr. Kairis congratulated the Ravenna Chamber of Commerce on the Ravenna Rocks Concert Series. He said it was a good day, with good food, people and fireworks.

Council Member Remarks

Ms. Wood- No Comment

Ravenna City Council Meeting Minutes
September 9, 2024
Page Seven (7).

Ms. West- Ms. West stated the City set up a free snow cone table with volunteers and employees from different city departments at the Ravenna Rocks Concert. She said that they set up a board for visitors to write what they love about Ravenna and that they are considering setting up at the Balloon A-Fair and handing out popcorn. She also expressed her appreciation for the donation of trees for the City to plant this fall.

Mr. Calfee- Mr. Calfee expressed his appreciation for the newly paved Main St. and said that it was an excellent job with little disruption. He said that calls of flooding distress continue to come in and said that it is a difficult situation that needs to be resolved.

Mr. Moskun- No Comment

Mr. Marovich- No Comment

Ms. Michael- No Comment

Mr. Harper- Mr. Harper stated that it was exciting to watch the fireworks and that they were nice to see again in the city.

He said that it is nice to see Mr. Finney doing the footwork to figure out solutions to the flooding issues and that it will take time to resolve them.

Mayor's Remarks- Mayor Seman stated that the flooding issues cannot be resolved in a day and that the city needs to attack the problem with speed.

He shared that there was a ribbon cutting at LG Chem and that there was a banquet held in Cleveland to celebrate the event where the city was treated with respect and appreciation. Mayor Seman said that LG Chem will employ 100 employees with a possible expansion in the future.

He shared that the Balloon A-Fair will be in two weeks and that the City plans on decorating for Christmas. Mayor Seman shared that there will be two pine trees being planted on the courthouse lawn and that he has received nice comments on the new mini park.

- Motion to adjourn at 7:52 pm by Mr. Marovich, 2nd Ms. Wood- **All Ayes**

The next Regular Council Meeting is scheduled for Tuesday, October 7, 2024, at 6:00 P.M.

ATTEST:

Clerk of Council

Council President