



**Ravenna City Council  
Regular Meeting Minutes  
Monday, November 4, 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. November 4, 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, 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, Arasin Hughes, Brooke Bolevich, Matt Lillick, Todd Peetz, Bill Barber, Eve Francis, Josh Paudel, Hemanta Adhikan

- Motion to excuse Ms. Wood and Ms. West by Ms. Michael, 2<sup>nd</sup> by Mr. Moskun **All Ayes**

**Delegations from the Public:** Main Street Ravenna Secretary, Brook Bolevich, addressed Council to state they are sharing their vital work to revitalize and strengthen the City of Ravenna, and why they are respectfully renewing their donation request amount for \$30,000 which requires pressing consideration due to their pressing financial challenges. She explained that Main Street Ravenna's mission is to revitalize and enhance downtown Ravenna which benefits the entire Ravenna community. Ms. Bolevich said that since their founding 7 years ago they have made a significant impact and shared that the DORA has brought over 2,000 additional patrons downtown during events directly benefiting local businesses. She stated that Main Street Ravenna operates with a full-time executive director to maintain consistent momentum moving forward and that there have been over 1400 volunteer hours donated in 2024 which directly give back to the community. Ms. Bolevich said that they sincerely appreciate the support the City has given and that the request is time sensitive due to changing rules regarding compensation for exempt salary employees and that they are facing an unavoidable increase. She stated that they have also seen a 15% increase in insurance costs, doubled utility costs and increased program supplies which adversely affects the organization's ability to maintain their current level of service to the community. Ms. Bolevich stated that 2025 will bring new initiatives that include the return of Savory and Sweet in the County Seat, improving existing events, new downtown murals and public art projects, working along side the City to help with economic development, helping businesses grow, and bolstering fundraising and grant applications to support further sustainability. She explained that they are a 501 c3 non-profit organization that does not receive membership dues and relies solely on donations which go back into the community.

Eve Francis addressed Council to asked them to ban camping on public property and share her concerns after the recent shooting. She explained that she had an altercation after a camper's dog intimidated her while walking on the trail. Ms. Francis stated that Aurora implemented a ban and said that it could be a liability for the City, adding that the City needs to get campers off the trail.

Mr. Finney stated that the City has a 30-foot easement along the trail as a buffer.

Mr. Kairis asked if the item could be added to the Public Health and Safety Committee.

Chief Wallis explained that the campers who had been camped out at the time of the shooting were given an eviction notice by the police to evacuate the premises.

Ms. Francis stated that an ordinance could cover the entire city.

**Approval of the Agenda:**

- Motion to approve the consent agenda by Ms. Michael, 2<sup>nd</sup> by Mr. Marovich **All Ayes**

**Ravenna City Council Meeting Minutes**  
**November 4, 2024**  
**Page Two (2).**

**Consent Agenda:**

**Communications:** A Balloon A-Fair Christmas parade notice.

**Approval of the Minutes:**

- Regular City Council Meeting of October 7, 2024
- Special City Council Meeting of October 21, 2024
- Public Hearing of October 21, 2024

**Report of Officials:**

**2024 Council Committee Assignments:**

**ORDINANCE NO. 2024-128** AN ORDINANCE AUTHORIZING THE MAYOR TO DONATE \$6,000 IN OPIOID FUNDS TO ENOUGH IS ENOUGH TO ASSIST THOSE EFFECTED BY THE OPIOID EPIDEMIC, AND DECLARING AN EMERGENCY.

**ORDINANCE NO. 2024-129** AN ORDINANCE AUTHORIZING THE MAYOR TO DONATE \$5,000 IN OPIOID FUNDS TO THE PORTAGE COUNTY JUVENILE DRUG COURT TO ASSIST THOSE EFFECTED BY THE OPIOID EPIDEMIC, AND DECLARING AN EMERGENCY.

**ORDINANCE NO. 2024-130** AN ORDINANCE AUTHORIZING THE MAYOR TO DONATE \$5,000 IN OPIOID FUNDS TO THE PORTAGE-GEAUGA COUNTY JUVENILE DETENTION CENTER TO ASSIST THOSE EFFECTED BY THE OPIOID EPIDEMIC, AND DECLARING AN EMERGENCY.

**ORDINANCE NO. 2024-131** AN ORDINANCE AUTHORIZING THE MAYOR TO APPLY FOR THE NORFOLK SOUTHERN SAFETY-FIRST GRANT FOR THE PURCHASE OF A UTILITY TASK VEHICLE AND ACCEPTING GRANT FUNDS UP TO \$15,000 IF AWARDED, AND APPROPRIATING AN AMOUNT NOT TO EXCEED \$10,000 FROM THE CAPITAL IMPROVEMENT FUND, AND DECLARING AN EMERGENCY.

**ORDINANCE NO. 2024-139** 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.

- Motion to approve the consent agenda by Ms. Wood, 2<sup>nd</sup> by Mr. Marovich **All Ayes**

**Invited City Officials:** None

**Report of Committees:** Committee meetings start at 6:00 PM 11/12/2024.

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

**Information Systems:** Mr. Marovich stated that there will be some discussion items.

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

**Committee of the Whole:** Mr. Kairis stated that the next Committee of the Whole meeting is Monday, November 18, 2024, at 6:00 pm and there will be a public hearing prior to it.

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

**Streets & Sidewalks:** Mr. Harper stated that a meeting is to be determined.

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

**Ravenna City Council Meeting Minutes**  
**November 4, 2024**  
**Page Three (3).**

**Community & Economic Development:** A meeting is to be determined.

**Cemetery:** Mr. Moskun stated that there were 45 trees planted in the cemetery and that leaf pick up is underway.

Mr. Harper stated that there will be a fence put up across the backside of the cemetery to the retention pond.

**Parks & Recreation:** Mr. Marovich stated that the Halloween Drive-Thru was held on October 26<sup>th</sup> with 19 sponsors and 283 kids registered. The department is collecting food through November 12<sup>th</sup> for Raven Packs. He stated that Arbor Day was on October 29<sup>th</sup> and kids from Tiffany Cross's 4<sup>th</sup> grade class from West Main Elementary School helped with the celebration of tree planting at City Park. Mr. Marovich shared that the park bathrooms have been winterized, line dancing has concluded, fall basketball signups are completed, they have hired an instructor to facilitate an adaptive cardio class, and two bus trips were offered.

**First Reading of Ordinances:**

**ORDINANCE NO. 2024-126** AN ORDINANCE DECLARING THE INTENT TO AMEND THE JEDD CONTRACT DATED SEPTEMBER 25, 2023, BY AMENDING CERTAIN SECTIONS IN THE CONTRACT, ADDING ADDITIONAL PARCELS AND BUSINESSES, AND REDEFINING THE BOUNDARIES OF THE JEDD, AND DECLARING AN EMERGENCY.

Mr. Kairis stated that there will be a Public Hearing on November 18<sup>th</sup> to discuss the item. There being no further comments or questions.

Ordinance 2024-126 was left on for second reading.

**ORDINANCE NO. 2024-132** AN ORDINANCE AUTHORIZING THE MAYOR TO SIGN AN EASEMENT TO ALLOW PORTAGE METROPOLITAN HOUSING AUTHORITY (PMHA) TO PLACE A GENERATOR BEHIND RAVENNA CITY HALL, AND DECLARING AN EMERGENCY.

Mr. Kairis stated that there is no easement agreement yet and that the item will be left on for second reading.

Ms. Michael noted that she wanted to ensure that any damage to concrete is addressed in the easement. There being no further comments or questions.

Ordinance 2024-132 was left on for second reading.

**ORDINANCE NO. 2024-133** AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO AN AGGREGATION RENEWAL AGREEMENT WITH ENERGY HARBOR (FORMERLY FIRST ENERGY SOLUTIONS) TO SUPPLY ELECTRICITY TO RAVENNA CITY RESIDENTS FOR THE PERIOD FROM JUNE 2025 THRU MAY 2026, AND DECLARING AN EMERGENCY.

Mr. Moskun stated that the agreement is being done early to lock in the best rate.

Mr. Contant explained that he did not receive a rate yet and that it may be for either 12 months or 24 months. There being no further comments or questions.

Ordinance 2024-133 was left on for second reading.

**ORDINANCE NO. 2024-134** AN ORDINANCE AMENDING THE CODIFIED ORDINANCES, SECTION TWELVE – PLANNING AND ZONING CODE; TITLE SIX – ZONING; CHAPTER 1268 – USE, AREA AND HEIGHT REGULATIONS, SECTION 1268.08 – CENTRAL BUSINESS DISTRICT, BY ADDING “ON SECOND FLOOR AND ABOVE”, AND DECLARING AN EMERGENCY.

Mr. Finney explained that the ordinance is to place into effect how the Central Business District was meant to be set up and to ensure residential units are only on the second floor or above.

- Motion to waive three separate readings by Mr. Calfee, 2<sup>nd</sup> by Mr. Marovich- **All Ayes**
- Motion to adopt emergency clause by Mr. Calfee, 2<sup>nd</sup> by Mr. Moskun- **All Ayes**
- Motion to pass Ordinance No. 2024-134 by Mr. Calfee, 2<sup>nd</sup> Mr. Marovich- **All Ayes**

Ordinance 2024-134 was adopted.

**Ravenna City Council Meeting Minutes**

**November 4, 2024**

**Page Four (4).**

**ORDINANCE NO. 2024-135** AN ORDINANCE TO ALLOW RAVENNA CITY COUNCIL TO GRANT A 15-FOOT SIDE YARD SETBACK WAIVER FOR SUPERGOOD LOCATED AT 562 CHESTNUT ST., PURSUANT TO THE RECOMMENDATION OF THE PLANNING COMMISSION PURSUANT TO SECTION 1220.05 OF THE CODIFIED ORDINANCES, TO CONSTRUCT A PARKING LOT 10-FEET FROM THE NORTH PROPERTY LINE, AND DECLARING AN EMERGENCY

Mr. Kairis explained that the setback waiver is to be able to put in a parking lot and to grant a 15-foot waiver so that they are able to build the parking lot 10 feet from the property line instead of 25 feet.

Mr. Finney stated that the proposed parking lot mirrors the layout of the current parking lot and that they will use the same apron.

Mr. Calfee wanted to hold off on voting until he could see the project renderings.

There being no further comments or questions.

Ordinance 2024-135 was left on for second reading.

**ORDINANCE NO. 2024-136** AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A LEASE AGREEMENT WITH GUIDO'S PIZZA FOR THE RENTAL OF THEIR NEW PATIO EXTENSION ADJACENT TO THE 218 W. MAIN ST. CIVIC SPACE PROPERTY, AND DECLARING AN EMERGENCY.

Mr. Cimino explained that he provided the lease agreement to Guido's for review and that he is waiting to hear back. There being no further comments or questions.

Ordinance 2024-136 was left on for second reading.

**ORDINANCE NO. 2024-137** AN ORDINANCE AMENDING THE CODIFIED ORDINANCES OF THE CITY OF RAVENNA, OHIO, PART TWO – ADMINISTRATION CODE; TITLE SIX – ADMINISTRATION; CHAPTER 260 – EMPLOYEES GENERALLY, AND DECLARING AN EMERGENCY.

Mr. Calfee explained that revisions have been made and they have eliminated unnecessary duplications, adding that it is ready to move forward.

There being no further comments or questions.

- Motion to waive three separate readings by Ms. Michael, 2<sup>nd</sup> by Mr. Moskun- **All Ayes**
- Motion to adopt emergency clause by Ms. Michael, 2<sup>nd</sup> by Mr. Moskun- **All Ayes**
- Motion to pass Ordinance No. 2024-137 by Mr. Harper, 2<sup>nd</sup> Ms. Michael- **All Ayes**

Ordinance 2024-137 was adopted.

**ORDINANCE NO. 2024-138** AN ORDINANCE FIXING THE NUMBER OF EMPLOYEES OF THE CITY OF RAVENNA; ESTABLISHING A CLASSIFICATION PLAN; A SALARY SCHEDULE; BEGINNING JANUARY 1, 2025 IN ACCORDANCE WITH EXHIBIT "A" ATTACHED HERETO; REPEALING ALL ORDINANCES IN CONFLICT HEREWITH, AND DECLARING AN EMERGENCY.

Mr. Calfee explained that the document was reviewed with some amendments. He said that there were some questions regarding the Board of Zoning Appeals (BZA) and BZA Secretary and how they are paid. Mr. Calfee stated that he would like to leave the ordinance on for second reading to try to find out the history of why their compensation is different than other commissions.

Mr. Silenius shared that the BZA members are considered contractors and not employees.

Mr. Calfee explained that the BZA members used to be employees.

There being no further comments or questions.

Ordinance 2024-138 was left on for second reading.

**ORDINANCE NO. 2024-140** AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A DEMOLITION AGREEMENT AND WAIVER OF LIABILITY AND HOLD HARMLESS AGREEMENT WITH THE RAVENNA THUNDERBIRDS RC, AND DECLARING AN EMERGENCY.

Mr. Kairis stated that the item was not reviewed at the previous meetings and that the proper endorsements were received to turn the item into legislation.

Mr. Cimino explained that the Ravenna Thunderbirds RC are a model airplane club that utilizes the fields at Volunteer Park and that they would like to remove the backstops so that they are not an obstacle when flying.

**Ravenna City Council Meeting Minutes**  
**November 4, 2024**  
**Page Five (5).**

Mr. Contant stated that the organization has mowed the grounds for the past 20 years and that the backstops are no longer used.

Mr. Cimino stated that the organization would be fully responsible for any issues that could arise. There being no further comments or questions.

- Motion to waive three separate readings by Ms. Michael, 2<sup>nd</sup> by Mr. Moskun- **All Ayes**
- Motion to adopt emergency clause by Ms. Michael, 2<sup>nd</sup> by Mr. Marovich- **All Ayes**
- Motion to pass Ordinance No. 2024-140 by Mr. Harper, 2<sup>nd</sup> Mr. Moskun- **All Ayes**

Ordinance 2024-140 was adopted.

**Second Reading of Ordinances:**

**ORDINANCE NO. 2024-122** AN ORDINANCE ACCEPTING REAL PROPERTY LOCATED AT 218 WEST MAIN STREET, RAVENNA, OHIO FROM NEIGHBORHOOD DEVELOPMENT SERVICES, AND DECLARING AN EMERGENCY.

Mr. Kairis stated that Council has not received the lease agreement with Guido's which is related to the ordinance. He said that the item will be left on for third reading and that they want to transfer the property by the first of the year.

There being no further comments or questions.

Ordinance 2024-122 was left on for second reading.

**Third Reading of Ordinances:**

**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".

Mr. Kairis stated that there was a public hearing on October 21<sup>st</sup> to get public input regarding the rezoning of the property that Supergood has purchased.

There being no further comments or questions.

- Motion to pass Ordinance No. 2024-104 by Mr. Calfee, 2<sup>nd</sup> Ms. Michael- **All Ayes**

Ordinance 2024-104 was adopted.

**Old Business-**

Mr. Kairis explained that a TREX is transferred from one location and to another city.

Ms. Michael stated that she would like to table the vote on the TREX application until all Council members can be in attendance.

- Motion to table the TREX application vote by Ms. Michael, 2<sup>nd</sup> by Mr. Harper- **All Ayes**

**New Business- None**

**President of Council Remarks-** Mr. Kairis reminded everyone to vote tomorrow and that there are important issues on the ballot. He made mention of a Council retreat that he would like to plan over the winter and said that he would email everyone their availability.

**Council Member Remarks**

**Mr. Calfee-** Mr. Calfee stated that he is happy with the paving job on Main St. He said that the new mobile speed limit signs are working well and were a good purchase. Mr. Calfee noted that Council had discussed temporary rentals and had then sent the item to the Planning Commission for discussion. He asked what direction that conversation was going.

Mr. Kairis stated that the item will be on the Planning Committee meeting for discussion.

**Mr. Moskun-** Mr. Moskun stated that he has received positive comments on the new mini park. He said that people are glad that it is there and have used it.

**Mr. Marovich-** No Comment

**Ravenna City Council Meeting Minutes**

**November 4, 2024**

**Page Six (6).**

**Ms. Michael-** Ms. Michael invited city employees to walk in the Midnight Madness parade with City Council. She commended city employees in the Police, Fire, Street and Park & Recreation Departments for dealing with an unexpected crisis together and operating appropriately to handle the situation, adding that she is proud of them.

**Mr. Harper-** No Comment

**Ms. Wood-** No Comment

**Ms. West-** No Comment

**Mayor's Remarks-** Mayor Seman stated that a lot has been going on and that he and Ms. Michael have been involved with trying to help homeless individuals but said that some prefer to live outside.

He said that there will be a Veteran's Day service at 11:00 am for about 30-45 minutes.

Mayor Seman said that there was a veteran recognition service at Maple Grove Cemetery for a gentleman who died during Vietnam at 25 years old. He said there was a 21-gun salute and approximately 50 people in attendance.

He explained that the Economic Development Director, Dennis West, has worked to create a marketing plan for the city that is impressive. He said that he held a meeting with Main Street Ravenna and the Chamber of Commerce to come up with a plan to get it distributed. Mayor Seman said that it was a nice day of Trick or Treating with a drive-thru at City Park, downtown businesses giving out candy and then residential trick or treating.

He stated that on Thursday he planted trees with the kids at the school for Arbor Day at City Park.

**Adjourn to Monday, December 2, 2024**

- Motion to adjourn at 6:59 pm by Mr. Marovich, 2<sup>nd</sup> Mr. Moskun- **All Ayes**

The next Regular Council Meeting is scheduled for Monday, December 2, 2024, at 6:00 P.M.

**ATTEST:**

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Clerk of Council

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Council President