



**Ravenna City Council
Regular Meeting Minutes
Monday, December 2, 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. December 2, 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, Cheryl Wood, Paul Moskun, Christina West, Tim Calfee, Tyler Marovich.

Also in attendance: Mayor Frank Seman; Fire Chief, Mark Chapple; Finance Director, Tami Lorence; Controller, Brian Huff; Council Clerk; Chelsea Gregor, Larry Silenius, Cliff Soudil, Arasin Hughes, Pamela Nation Calhoun, Ben Ribelin, Bruce Ribelin, Lucy Ribelin, Patrica Denny, Sydney Eckert, Sara Petrovich, Heather Turney

Delegations from the Public:

Interim Ravenna School District Superintendent, Ben Ribelin, addressed Council to talk about the upcoming May election. He acknowledged that the City has been discussing putting a levy on the ballot for new safety buildings and that the school district intends to put their levy on the ballot again in May. Mr. Ribelin stated that the school is in fiscal caution and that they are in dire need of passing their levy. He said that the City and the School District can work together and requested that the City levy be put on a different election so as not to compete which could be detrimental to both levy's passing.

Mr. Moskun asked about the levy milage and Mr. Ribelin stated that it will most likely be lowered to 5.2 or 5.3 mils.

Mr. Kairis noted the level of voter support grew from 37% to 47% the last election and said that City Council can do a resolution of support for the school levy.

Pamela Nation Calhoun, from the Ravenna School Board, addressed Council to request delaying the City levy and stated that it could be perceived as competing with the school levy. She said that the school levy is critical and that it will take the strength of the community.

Ray Harner addressed Council to encourage City Council to postpone the City's levy so that the school has a chance at passing their levy, adding that the school and city can work together.

Heather Turney addressed Council as a Ravenna resident, graduate and parent who believes in the schools. She said that they are up against fiscal challenges and that the students deserve to have the levy passed. Ms. Turney stated that now is the time to put the schools first and to wait on anything that could hinder that progress.

Levy Committee Member, Lucy Ribelin, addressed Council to share that they have tried to pass the school levy 4 times and that they are trying to help kids with better education. She shared that each time the levy goes on the ballot the percentage of support increases. Ms. Ribelin asked the City to hold off and not compete with the school levy, adding that the school can in turn help support the City when it presents its levy.

Mr. Harper said that the school levy is very close to passing and that it is more important than a new building at this time.

Ms. Michael said that the City needs the new buildings but that she is in full support of holding off on the City's levy, adding that she believes both levy's would fail if presented at the same time.

Mr. Marovich stated that he is good with postponing the City's levy and that it is a serious endeavor where efforts can be collaborative on both sides.

Mr. Kairis stated that he is in support of delaying the City's levy by a few months and that the surrounding community benefits.

Mr. Moskun said that he would love to see positive forward progress and noted the decreased milage.

Mr. Calfee had no additional comments.

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Ms. West stated that she has a lot of pride in the schools and was optimistic that May will be when the school levy passes, adding that she is on the subcommittee for the new safety buildings.

Ms. Wood stated that she is not in favor of placing the City levy on the May ballot and that children are the future, adding that she supports delaying the City's levy.

Approval of the Agenda:

Mr. Kairis asked if anyone wished to remove anything from the consent agenda and there were no requests.

- Motion to approve the agenda by Mr. Calfee, 2nd by Ms. West- **All Ayes**

Consent Agenda:

Communications: A request from the Ohio Ethics Commission for an updated list of city elected officials. The November 5th election ballot results from the Board of Elections approving Sunday liquor sales for White House Tavern.

Approval of the Minutes:

- Regular City Council Meeting of November 2, 2024
- Special City Council Meeting of November 12, 2024
- Public Hearing of November 18, 2024
- Special City Council Meeting of November 18, 2024

Report of Officials:

Ordinances:

ORDINANCE NO. 2024-141 AN ORDINANCE ACCEPTING A DONATION TO THE RAVENNA FIRE DEPARTMENT IN THE SUM OF \$1,000.00 FROM THE SWAGELOK COMPANY, RECORDING ESTIMATED REVENUES IN THE SUM OF \$1,000.00 AND APPROPRIATING THE SUM OF \$1,000.00, AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2024-142 AN ORDINANCE ACCEPTING A DONATION TO THE RAVENNA POLICE DEPARTMENT IN THE SUM OF \$1,000.00 FROM THE SWAGELOK COMPANY; RECORDING ESTIMATED REVENUES IN THE SUM OF \$1,000.00 AND APPROPRIATING THE SUM OF \$1,000.00, AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2024-143 AN ORDINANCE AUTHORIZING THE MAYOR TO APPLY FOR THE 2024 FEMA ASSISTANCE TO FIREFIGHTERS GRANT, AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2024-144 AN ORDINANCE AUTHORIZING THE MAYOR TO APPLY FOR THE 2025 FIRE DEPARTMENT EQUIPMENT GRANT THROUGH THE OHIO DEPARTMENT OF COMMERCE, DIVISION OF THE STATE FIRE MARSHAL, AND ACCEPTING THE GRANT UP TO \$15,000 IF AWARDED, AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2024-147 AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT WITH THE PORTAGE COUNTY PUBLIC DEFENDER TO DEFEND INDIGENT DEFENDANTS CHARGED WITH CRIMES IN THE CITY OF RAVENNA FOR THE YEAR 2025, AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2024-149 AN ORDINANCE AMENDING THE CODIFIED ORDINANCES OF THE CITY OF RAVENNA, PART EIGHT- BOARDS, COMMISSION AND AUTHORITIES; TITLE TWO – ADMINISTRATION CODE; CHAPTER 282 – SHADE TREE COMMISSION; SECTION 282.05 OPERATION; SECRETARY, BY REMOVING SECRETARY COMPENSATION LANGUAGE, AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2024-150 AN ORDINANCE AMENDING THE CODIFIED ORDINANCES OF THE CITY OF RAVENNA, PART TWELVE- PLANNING AND ZONING CODE; TITLE TWO – PLANNING; CHAPTER 1220 – PLANNING AND ZONING COMMISSION; SECTION 1220.02 CHAIRPERSON; RECORDING SECRETARY; QUORUM, BY REMOVING SECRETARY COMPENSATION LANGUAGE, AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2024-151 AN ORDINANCE AMENDING THE CODIFIED ORDINANCES OF THE CITY OF RAVENNA, TITLE SIX – ZONING; CHAPTER 1264 – BOARD OF ZONING APPEALS; SECTION 1264.02 MEMBERSHIP; CHAIRPERSON; RECORDING SECRETARY, BY REMOVING SECRETARY COMPENSATION LANGUAGE, AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2024-152 AN ORDINANCE AMENDING THE CODIFIED ORDINANCES OF THE CITY OF RAVENNA, PART FOURTEEN- BUILDING AND HOUSING CODE; TITLE SIX – MISCELLANEOUS BUILDING REGULATIONS; CHAPTER 1434 – DESIGN REVIEW DISTRICT, SECTION 1434.03- RAVENNA DESIGN REVIEW COMMISSION, AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2024-153 AN ORDINANCE AMENDING THE CODIFIED ORDINANCES OF THE CITY OF RAVENNA, PART TWO – ADMINISTRATION CODE; TITLE TWO – GENERAL PROVISIONS; CHAPTER 214 – PURCHASING AND CONTRACTS; BY ADDING “GRANT POLICY” TO CHAPTER 214 AND ADDING SECTION 214.05 – GRANT POLICY, AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2024-154 AN ORDINANCE AMENDING THE CODIFIED ORDINANCES OF THE CITY OF RAVENNA, PART TWO- ADMINISTRATION CODE; TITLE FOUR – LEGISLATION; CHAPTER 220 – COUNCIL; SECTION 220.03 STANDING COMMITTEES, BY REPLACING FINANCE COMMITTEE WITH COMMITTEE OF THE WHOLE, AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2024-155 AN ORDINANCE AMENDING THE CODIFIED ORDINANCES OF THE CITY OF RAVENNA, PART EIGHT- BUSINESS REGULATION AND TAXATION CODE; TITLE FOUR – TAXATION; CHAPTER 880 – EARNED INCOME TAX, BY REPEALING SECTION 880.19 PLAN FOR USE OF TAX FUNDS, AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2024-156 AN ORDINANCE APPROPRIATING THE SUM OF \$38,198.88 FROM VARIOUS FUNDING SOURCES TO PAY SPYGLASS GROUP, LLC FOR THE PHONE SYSTEM CONTINGENCY AUDIT PERFORMED IN 2024, AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2024-157 AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO THE NECESSARY CONTRACTS WITH MEDICAL MUTUAL OF OHIO FOR HOSPITALIZATION COVERAGE FOR THE PERIOD 01/01/2025 THROUGH 12/31/2025, AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2024-158 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 dispense with the requirements of the City Charter in the Revised Code of Ohio with reference to reading on three separate days and adopting emergency clauses and approving the consent agenda by Mr. Calfee, 2nd by Mr. Marovich **All Ayes**

Invited City Officials: Tyler Drum, Assistant Street Department Superintendent, addressed Council to update them on matters within the Street Department. He introduced himself as having started in 2012 and has had an array of experience within the City. Mr. Drum stated that they are finishing leaf pickup and have been salting. He explained that a new plow truck is being outfitted which will help save the City approximately \$25,000 to \$30,000 versus buying a

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truck already outfitted. Mr. Drum said that they need one more truck and then all the vehicles will be between 3-5 years old but added that the Vector truck is 10-12 years old and is needing replaced. He stated that the Street Department helps the school plow the sidewalks and that clearing Chestnut St. is a priority. Mr. Drum shared that they are down two people after they transferred internally and that two people are currently training for their CDL. He stated that equipment wise the department is in good shape.

Mr. Calfee inquired about the difficulties of plowing brick roads and Mr. Drum shared the complexities of plowing brick and noted a specialized plow for brick.

Mr. Moskun noted that the same issue exists when plowing brick sidewalks.

Mr. Drum explained the lack of plow drivers and employees when they need to take plowing shifts. He stated that department employees rotate and overlap depending on the shift and weather conditions, adding that streets are plowed in order of importance.

Ms. West asked who determines the plowing order and Mr. Drum stated that he works with the Safety Forces to determine the most essential routes first.

Ms. Michael asked if there was anything that Council could do to help the department.

Mr. Drum stated that the department doesn't ask for anything that they don't feel would be beneficial and invited Council down for a tour of the Service Department.

Mr. Marovich inquired if there could be an update to the 2015 snowplow map and Mr. Drum stated that he would look into it.

Report of Committees: Committee meetings start at 6:00 PM 12/16/2024.

Utilities: Mr. Moskun stated that there is a high probability of a meeting.

Information Systems: Mr. Marovich stated that a meeting is to be determined.

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, December 23, 2024, at 6:00 pm.

Public Health & Safety: Ms. Michael stated that 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 not be a meeting next week.

Community & Economic Development: Ms. Wood stated that there will be a meeting.

Cemetery: Mr. Moskun stated that they are extremely close to picking up all the leaves and that the cemetery staff have received a pay increase.

Parks & Recreation: Mr. Marovich shared that Parks and Recreation have started an adaptive cardio class, basketball has begun, GDP Group has a design for Osborn Park and there will be new cameras at Chestnut Hills Park.

First Reading of Ordinances:

ORDINANCE NO. 2024-145 AN ORDINANCE CREATING A NEW CHAPTER OF THE CODIFIED ORDINANCES OF THE CITY OF RAVENNA, PART TEN – STREETS, UTILITY AND PUBLIC SERVICES CODE; TITLE TWO- UTILITIES; BY ADDING CHAPTER 1026 PROHIBIT CAMPING UPON PUBLIC PROPERTY; SECTION 1026.01 – CAMPING PROHIBITED; SECTION 1026.02 DEFINITIONS; SECTION 1026.99 PENALTY, AND DECLARING AN EMERGENCY.

Ms. Michael explained that the Law Director crafted an ordinance after an incident off the Hike and Bike Trail to give more leverage with people camping on public property.

Mr. Kairis noted that it was modeled after Aurora's code.

Mayor Seman stated that the Girl Scouts were made aware and that they have slept overnight on the courthouse lawn.

Mr. Drum noted a group that goes across the country and camps along the way on public property.

Ms. Michael stated that the police can use discretion if they come across certain scenarios.

There being no further comments or questions.

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- Motion to waive three separate readings by Ms. Wood, 2nd by Ms. Michael- **All Ayes**
- Motion to adopt emergency clause by Ms. Wood, 2nd by Ms. West- **All Ayes**
- Motion to pass Ordinance No. 2024-145 by Mr. Harper, 2nd Ms. Wood- **All Ayes**

Ordinance 2024-145 was adopted.

ORDINANCE NO. 2024-146 AN ORDINANCE CREATING A NEW SECTION OF THE CODIFIED ORDINANCES OF THE CITY OF RAVENNA, PART EIGHT – BUSINESS REGULATION AND TAXATION CODE; TITLE TWO- BUSINESS REGULATION; BY ADDING CHAPTER 864 MASSAGE ESTABLISHMENTS; SECTION 864.01 – DEFINITIONS; SECTION 864.02 LICENSE AND REGISTRATION REQUIRED; SECTION 864.03 REQUIREMENTS FOR MASSAGE ESTABLISHMENT; SECTION 864.04 INSPECTIONS; SECTION 864.99 PENALTY, AND DECLARING AN EMERGENCY.

Ms. Michael explained that Council wants to tighten up language so that there are no more undesirable situations and is hoping to pass the ordinance at the beginning of the year.

Mr. Kairis noted some language that needs to be cleaned up and will address it with the Law Director, adding that conditionally permitted should be added to the language.

There being no further comments or questions.

Ordinance 2024-146 was left on for second reading.

ORDINANCE NO. 2024-148 AN ORDINANCE APPROVING A CONTRIBUTION OF \$30,000.00 TO MAIN STREET RAVENNA FOR DOWNTOWN REVITALIZATION EFFORTS FOR 2025, AND DECLARING AN EMERGENCY.

Ms. West stated that the item had been discussed in detail and that a third of the budget coming from the municipality is recommended from Heritage Ohio.

There being no further comments or questions.

- Motion to waive three separate readings by Mr. Marovich, 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. 2024-148 by Mr. Harper, 2nd Mr. Marovich- **All Ayes**

Ordinance 2024-148 was adopted.

Second 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.

Ms. Wood stated that the item had been discussed and that a part of the amendment is to change the verbiage to be in line with the processes being followed.

Mr. Kairis noted that there was a public hearing that was held to hear any public comments.

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. Wood, 2nd by Mr. Marovich- **All Ayes**
- Motion to pass Ordinance No. 2024-126 by Ms. West, 2nd Ms. Wood- **All Ayes**

Ordinance 2024-126 was adopted.

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.

The ordinance was left on for third reading and the City is waiting to receive the easement.

There being no further comments or questions.

Ordinance 2024-132 was left on for third reading.

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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 final number for the electric aggregate has not been received yet and was optimistic that it will be submitted soon.

There being no further comments or questions.

Ordinance 2024-133 was left on for third 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.

Ms. Wood informed Council that the lease agreement has been reviewed by Guido's and that they will be signing it the following day.

There being no further comments or questions.

- Motion to waive three separate readings by Ms. West, 2nd by Mr. Harper- **All Ayes**
- Motion to adopt emergency clause by Mr. Harper, 2nd by Ms. West- **All Ayes**
- Motion to pass Ordinance No. 2024-136 by Mr. Harper, 2nd Ms. West- **All Ayes**

Ordinance 2024-136 was adopted.

- Mr. Moskun was unavailable to vote during all three motions

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 annual payroll ordinance had a lot of amendments that were discussed, and that he recommends its passage.

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 Mr. Marovich- **All Ayes**
- Motion to pass Ordinance No. 2024-138 by Mr. Calfee, 2nd Ms. West- **All Ayes**

Ordinance 2024-138 was adopted.

Third 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.

Ms. Wood stated that the item is to accept the property and that the only hold-up was the lease with Guido's which will be signed the following day.

There being no further comments or questions.

- Motion to adopt emergency clause by Ms. Wood, 2nd by Mr. Moskun- **All Ayes**
- Motion to pass Ordinance No. 2024-122 by Ms. Wood, 2nd Ms. Michael- **All Ayes**

Ordinance 2024-122 was adopted.

Old Business- None

New Business- None

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President of Council Remarks- Mr. Kairis thanked Ms. Michael for getting participants together for the Midnight Madness parade and acknowledged the holiday spirit of the evening.

Council Member Remarks

Mr. Marovich- No Comment

Ms. Michael- Ms. Michael stated that during the moment of silence she forgot to mention the passing of long time Ravenna Police Department employee, Sandy Byerly for her 50 years of service before passing away. She acknowledged her dedication to the Police Department and gave condolences to her family for their loss.

Mr. Harper- Mr. Harper said that the downtown looks great and that it was a terrific turnout at Midnight Madness.

Ms. Wood- Ms. Wood stated that it was a good size crowd for the parade and that there was community spirit despite the cold night. She informed Council that there will be a human trafficking continuing education session at the Aurora Inn on Wednesday and registration is open, adding there will be a moderator and 4 trafficking survivors.

Ms. West- No Comment

Mr. Calfee- No Comment

Mr. Moskun- Mr. Moskun thanked Mr. Drum for addressing Council and updating them. He stated that the efficiency behind the scenes at the Police and Fire Departments is seen and that they are periodically improving.

Mayor's Remarks- Mayor Seman stated that it was cold during the parade and thanked the Service Director and Council Clerk for their efforts on planning the decorations downtown, and the executive directors of the Chamber of Commerce and Main Street Ravenna for putting together a window display decorating contest. He said that two trees have been planted on the courthouse lawn that will be the focus Christmas trees for downtown. Mayor Seman shared that the new veteran's administration building will be built behind the RV dealership on Rt. 44. He stated that the EPA will soon be cleaning up the remaining debris at 645 Chestnut St. Mayor Seman explained that the City will be meeting with Michelle Hillstrom to discuss how to fund the new city buildings and on how to prepare for a fall levy.

Adjourn to Monday, January 6, 2025

- Motion to adjourn at 7:35 pm by Mr. Marovich, 2nd Ms. West - **All Ayes**

The next Regular Council Meeting is scheduled for Monday, January 6, 2025, at 6:00 P.M.

ATTEST:

Clerk of Council

Council President