



**Ravenna City Council
Regular Meeting Minutes
Monday, February 3, 2025, 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. February 3, 2025, 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, Tim Calfee

Also in attendance: Mayor Frank Seman; Law Director, Frank Cimino; Police Chief, Jeff Wallis; Fire Captain, Ryan Hall; Service Director, Tim Contant; City Engineer, Bob Finney; Finance Director, Tami Lorence; Controller, Brian Huff; Meter Superintendent/Safety Administrator, Mike Reynolds; Council Clerk; Chelsea Gregor, Larry Silenius, Cliff Soudil, Lou Dudek, Cynthia Miller, Aaron Mitchell, Chad Young, Kim Duvail

- Motion to excuse Christina West and Tyler Marovich by Ms. Wood, 2nd by Mr. Harper - **All Ayes**

Delegations from the Public: Beloved Community Executive Director, Aaron Mitchell, addressed Council to share the mission of his organization. He explained that they are a faith-based non-profit organization out of Streetsboro and are looking to move to Ravenna. Mr. Mitchell shared that he was negatively affected by the pandemic and that he is ready to move forward with positive outreach to the community. He explained ways in which they help individuals and invited City Council to a Meet and Greet on April 19th at Lake Brady United Methodist Church at 1:00 pm.

Mr. Calfee asked about the organization's operations.

Mr. Mitchell explained that their focus is on Portage County and thinks that the program can be duplicated in other communities. He said that he has seen methods that can help give people a second chance and that he wants to help others.

Ms. Michael asked where their office is located.

Mr. Mitchell stated that they are currently working out of a garage and that they would like to partner with the Parks Department to provide family-oriented engagement for the community.

Approval of the Agenda:

Mr. Kairis stated the Law Director has requested an executive session to be added to the end of the meeting.

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

Consent Agenda:

Communications: A letter from the Ohio Division of Liquor Control for a liquor permit and a letter from the Ohio Ethics Commission reminding elected officials to file.

Approval of the Minutes:

- Regular City Council Meeting of January 6, 2025

Report of Officials:

Ordinances:

ORDINANCE NO. 2025-010 AN ORDINANCE AUTHORIZING THE STREET SUPERINTENDENT TO PURCHASE A NEW 2025 SILVERADO 1500 CREW WT 4WD FROM SARCHIONE CHEVROLET, INC IN THE AMOUNT OF \$49,125.50 FOR THE SERVICE DEPARTMENT, AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2025-013 AN ORDINANCE AMENDING THE CODIFIED ORDINANCES OF THE CITY OF RAVENNA PART TWO – ADMINISTRATIVE CODE; TITLE EIGHT- BOARDS, COMMISSION AND AUTHORITIES; ESTABLISHING CHAPTER 298- CONSULTANT SELECTION COMMITTEE FOR THE PURPOSE OF SELECTING ARCHITECTURE AND ENGINEERING SERVICES TO BE PROVIDED TO THE CITY OF RAVENNA, AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2025-014 AN ORDINANCE AMENDING THE CODIFIED ORDINANCES OF THE CITY OF RAVENNA, PART 2 – ADMINISTRATION CODE – TITLE EIGHT – BOARDS, COMMISSIONS AND AUTHORITIES; CHAPTER 280 – PARKS AND RECREATION BOARD; SECTION 280.01 – ESTABLISHMENT; MEMBERSHIP; TERMS; COMPENSATION; ORGANIZATION; POWERS, BY DEFINING THE DUTIES AND POWERS OF THE PARKS AND RECREATION BOARD, AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2025-016 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, AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2025-017 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 Ms. Wood- **All Ayes**

Invited City Officials: Mike Reynolds, Utility Billing Meter Superintendent and Safety Administrator, addressed Council to give them an update. He explained that the Utility Billing Department is one of the most visible and front-facing departments to residents and on a monthly basis is the only department that many of the residents interact with directly, adding that Utility Billing is typically a new residents first contact with a City department. Mr. Reynolds stated that in 2024 they had over 7,200 residents make in-person payments at their window, which is roughly 600 per month. He said that in 2024 Utility Billing mailed out 67,700 bills, opened 21,884 pieces of mail and processed the other 45,000 payments though other payment options resulting in collecting almost \$7 million dollars in payments. Mr. Reynolds explained that 76% of payments are made on time, and within 60 days of a bill being mailed they have collected 94% of the revenue, after 90 days it is 98%, adding that the last 2% is the hardest to collect.

Mr. Reynolds explained that the 2021 water meter project continues to be an enormous success with over 99% of the meters reporting data daily, and that the City continues to be one of the most successful deployments in the meter manufactures history. He shared that Utility Billing receives approximately 30-75 phone calls per day and answers many questions regarding other utilities, birth/death records, immunizations, City service schedules, recycling, city events and meeting times. Mr. Reynolds shared that the City's Distribution team is excellent and responds quickly to emergencies, which is an important component to positive interactions with residents.

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He explained that in 2024, the meter technician completed 1,358 work orders and 601 leak notifications, adding that the leak notifications have saved residents tens of thousands of dollars because of the City's ability to notify them within 24-48 hours of the leak starting.

Mr. Reynolds said that one of the items on the agenda is the Water/Sewer Rate increase which is following the consumer price index of 2.9%, and explained that percentage is sourced from the Bureau of Labor Statistics which is the 12-month average of the 2024 CPI-U statistics.

Mr. Reynolds shared how proud of his staff he is and the impact they make on the community by working with residents when they are in a tough spot financially, an emergency or just being a friendly face and a voice to the elderly resident that has nobody else to talk to. He said that he and his staff care deeply about the community, and that they try to be a positive link between the residents and the City government and services.

Mr. Reynolds said 2025 is going to be a big year for worker safety and that he has many projects, initiatives and training planned, adding that they are going to have month-long safety themes. He shared that they will be initiating an employee lead safety committee where the goal is to focus on the needs of departments, to hear ideas and to collaborate on getting things accomplished. Mr. Reynolds said that his hope is that representatives from each department will encourage a safety culture within their departments because their needs are being heard and action is being taken. He said that they will be standardizing first aid kits in all city vehicles and that the Fire Department and Captain Ryan Hall have made first aid training available free of charge to all staff and that it will be offered multiple times per year.

Mr. Reynolds explained that they will be updating each facility's evacuation and lockdown plans, and practicing regularly with drills, making improvements as they go. He said they will be initiating emergency communication systems in select city facilities and will be using a reliable and quality walkie talkie system. Mr. Reynolds finished by emphasizing that the Mayor, Brad Edder and himself are committed to making the City a safe place to work and encouraged Council members to call or stop by his office.

Mr. Calfee noted the 10% senior discount on the water bill and said that he has signed up for it.

Report of Committees: Committee meetings start at 6:00 PM 2/10/2025.

Utilities: Mr. Moskun stated that there will be two items for next week.

Information Systems: Mr. Calfee stated that there is one item that evening and a meeting is to be determined.

Planning: A meeting is to be determined.

Committee of the Whole: Mr. Kairis stated that the next Committee of the Whole meeting is Tuesday, February 18, 2025, at 6:00 pm. He reminded everyone that there will be a 6:00 pm Public Hearing prior to the Committee of the Whole meeting.

Public Health & Safety: Ms. Michael stated a meeting is to be determined.

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 a meeting is to be determined.

Cemetery: Mr. Moskun stated that Kent State University is working on a class project to take measurements and figure out a cost to repair the chapel.

Parks & Recreation: Mr. Marovich shared via email an update. He said that line dancing, Sharp Shooters, Jr. Ravens basketball, gymnastics and the hiking series have all started. Mr. Marovich shared that the interior of the garage at City Park was repainted and thanked the parks staff for diligently removing snow and salting the parks and annex parking lots. He explained that Judy and Jacob both attended a mandatory grants meeting for the Ohio Division of Natural Resources which will qualify the city to apply for any of the ODNR 2025 grants.

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Mr. Marovich shared that March 15th is the 20th annual Marlene Watt 5k Scholarship Fundraiser and City Council has been invited to support this rewarding cause and create a team of its own. He said the registration fee for team members is \$35 and the parks department is also looking for businesses who would be interested in sponsoring the event as well.

First Reading of Ordinances:

ORDINANCE NO. 2025-011 AN ORDINANCE AMENDING THE CODIFIED ORDINANCES OF THE CITY OF RAVENNA, PART TEN- STREETS, UTILITIES AND PUBLIC SERVICES CODE, TITLE FOUR – UTILITIES; CHAPTER 1040 – WATER GENERALLY; SECTION 1040.02 – RATES AND CHARGES; DISPOSITION OF FUNDS; NO FREE SERVICE; BILLING AND PAYMENT, SUBSECTION (2) C.O.L.A., UPDATING THE RATE ESTABLISHED FOR THE YEAR 2025, SUBSECTION (9) DECLINING BLOCK RATE, SPECIAL., AND DECLARING AN EMERGENCY.

Mr. Moskun explained that the C.O.L.A. rate varies year to year and that the water increase is 2.9%. There being no further comments or questions.

- Motion to waive three separate readings by Ms. Michael, 2nd by Mr. Moskun- **All Ayes**
- Motion to adopt emergency clause by Ms. Michael, 2nd by Ms. Wood- **All Ayes**
- Motion to pass Ordinance No. 2025-011 by Mr. Harper, 2nd Mr. Moskun- **All Ayes**

Ordinance 2025-011 was adopted.

ORDINANCE NO. 2025-012 AN ORDINANCE AMENDING THE CODIFIED ORDINANCES OF THE CITY OF RAVENNA, PART TEN- STREETS, UTILITIES AND PUBLIC SERVICES CODE, TITLE FOUR – UTILITIES; CHAPTER 1046 – SEWER CHARGES; SECTION 1046.08 BASIS FOR USER CHARGE COMPUTATIONS; SUBSECTION (c), (d), and (e). SECTION 1046.11 – BILLING RATES; DISCOUNT; LATE PAYMENT PENALTY; SUBSECTION (a) BY CHANGING THE EFFECTIVE DATE AND INCREASING THE PER BILL CHARGE, AND DECLARING AN EMERGENCY.

Mr. Moskun stated that this is the same 2.9% C.O.L.A. increase except for sewer charges. There being no further comments or questions.

- Motion to waive three separate readings by Ms. Michael, 2nd by Mr. Moskun- **All Ayes**
- Motion to adopt emergency clause by Mr. Harper, 2nd by Ms. Michael- **All Ayes**
- Motion to pass Ordinance No. 2025-012 by Ms. Wood, 2nd Mr. Moskun- **All Ayes**

Ordinance 2025-012 was adopted.

RESOLUTION NO. 2025-015 A RESOLUTION BY THE CITY OF RAVENNA SUPPORTING THE NATIONAL INFRASTRUCTURE BANK ACT.

Mr. Kairis explained that the City was contacted to participate in a resolution of support for the National Infrastructure Bank Act, which can in turn help get the City grants for infrastructure. He said that he will be sending the signed resolution to House Representative David Joyce's office for consideration.

There being no further comments or questions.

- Motion to waive three separate readings by Ms. Wood, 2nd by Ms. Michael- **All Ayes**
- Motion to pass Resolution No. 2025-015 by Ms. Wood, 2nd Ms. Marovich- **All Ayes**

Resolution 2025-015 was adopted.

ORDINANCE NO. 2025-018 AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH LIGHTSPEED FOR FIBER INTERNET SERVICE, AND DECLARING AN EMERGENCY.

Ms. Lorence stated that there was a 5-year contract with Spectrum but that she has not been updated on whether the City is ready to move forward with the contract with Lightspeed.

There being no further comments or questions.

Ordinance 2025-018 was moved on for second reading.

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ORDINANCE NO. 2025-019 AN ORDINANCE AUTHORIZING THE FIRE CHIEF TO PURCHASE A NEW 2025 CHEVROLET SILVERADO FOR THE FIRE DEPARTMENT, AND DECLARING AN EMERGENCY.

Ms. Michael explained that the ordinance is to approve the purchase of a new vehicle for the Fire Department. She said that the Fire Chief will utilize the new vehicle and the Commander would take the Chief's former vehicle. Ms. Michael asked where the new vehicle would be parked since the department struggles with parking spaces.

Captain Hall explained that the department would keep it outside the front bay.

Ms. Michael stated the funds have already been appropriated.

There being no further comments or questions.

- Motion to waive three separate readings by Ms. Wood, 2nd by Mr. Moskun- **All Ayes**
- Motion to adopt emergency clause by Ms. Wood, 2nd by Ms. Michael- **All Ayes**
- Motion to pass Ordinance No. 2025-019 by Mr. Harper, 2nd Ms. Wood- **All Ayes**

Ordinance 2025-019 was adopted.

Second Reading of Ordinances: None

Third Reading of Ordinances:

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 available yet.

Mr. Finney stated that he will check with PMHA.

There being no further comments or questions.

- Motion to postpone Ordinance No. 2024-132 by Ms. Michael, 2nd Mr. Moskun- **All Ayes**

Ordinance 2024-132 was left on third 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 MAY 2025 THRU MAY 2026, AND DECLARING AN EMERGENCY.

Mr. Moskun stated that the item is for a new electric aggregation agreement.

Mr. Contant stated that the rate received is 8.73 cents per kwh, up from the current rate of 6.05 cents per kwh.

Mr. Soudil asked if residents can opt out of the new aggregation.

Mr. Contant stated residents can opt out of the program at any time.

There being no further comments or questions.

- Motion to adopt emergency clause by Ms. Wood, 2nd by Ms. Michael- **All Ayes**
- Motion to pass Ordinance No. 2025-004 by Ms. Wood, 2nd Ms. Michael- **All Ayes**

Ordinance 2024-133 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 stated that updates have been made to the ordinance and that it is ready to be passed.

Mr. Kairis said that there are three other ordinances related to massage establishments that address a zoning change, and that there will be a public hearing on February 24th.

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Ms. Wood stated that she has invited special guests who will speak on human trafficking and that it will be great to get their input.

Ms. Michael said that she is okay with adding language to the ordinance but that she does not want to hold up the passage.

Mr. Kairis recommended bundling all four ordinances and passing them at the March 3rd Regular Council meeting.

There being no further comments or questions.

- Motion to postpone Ordinance No. 2024-146 by Ms. Michael, 2nd Mr. Moskun- **All Ayes**

Ordinance 2024-146 was kept on third reading.

Old Business- Mr. Contant shared that the City has received word that two companies are interested in bidding on the city's spring cleanup which is provided to residents every two years.

New Business- Mr. Kairis explained that Council had previously denied a TREX liquor permit request for Ravenna Mini Mart at 623 W. Main St. and that another liquor license had opened up in the city resulting in the owner applying for it. He explained that Council has two options on how to respond, to allow the permit and not request a hearing, or to request a hearing in either Columbus or the county seat.

Ms. Michael noted that Akron has looked at ordinances to reduce the number of mini marts.

Mr. Cimino stated that Council has to decide whether it wants a hearing or not, and that their response needs to be submitted by February 21st.

Mr. Moskun stated that he would like for Council to request a public hearing in Ravenna.

- Motion to go hold a liquor hearing in the county seat by Mr. Moskun, 2nd by Ms. Michael - **All Ayes**

President of Council Remarks- Mr. Kairis thanked everyone for participating in the Special Council meeting to discuss the city's comprehensive plan.

Council Member Remarks

Ms. Michael- Ms. Michael shared that she has found miscommunication going around regarding the proposed safety buildings and that she requests for people to come to her to address things. She said that she has always supported the police and fire departments, and that there are different financial aspects to look at when it comes to the buildings.

Ms. Wood- Ms. Wood stated that she had heard similar things regarding her stance on the levy but clarified that she is against property taxes. She said that she would like more information and that a proposed income tax levy needs to be looked at.

Ms. West- No Comment

Mr. Calfee- No Comment

Mr. Moskun- No Comment

Mr. Marovich- No Comment

Mr. Harper- No Comment

Mayor's Remarks- Mayor Seman shared that the EPA has been working on a project to clean up the debris at the demolished building site on Chestnut St. He said that he received a thank you letter from the EPA for their cooperation and that the Economic Development Director is responsible for the success of the project. Mayor Seman explained that the State owns the property, which will then go to the Landbank and then it will be up for auction. Mayor Seman said that Mike Reynolds did an excellent job and that city water is less than a penny per gallon, adding that there are a lot of people responsible for keeping the water safe.

Mayor Seman addressed the proposed safety building levy and shared the story of North Canton struggling to pass a levy for a new fire station.

Mr. Kairis stated that an executive session is needed to discuss legal matters.

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- Motion to go into Executive Session at 7:14 pm by Mr. Harper, 2nd by Ms. Wood - **All Ayes**

Council went into Executive Session to discuss legal matters.

- Motion to come out of Executive Session at 7:53 pm by Ms. Michael, 2nd by Mr. Moskun - **All Ayes**

Adjourn to Monday, March 3, 2025

- Motion to adjourn at 7:54 pm by Ms. Wood, 2nd Ms. Michael- **All Ayes**

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

ATTEST:

Clerk of Council

Council President