



**Ravenna City Council
Regular Meeting Minutes
Monday, May 4, 2026, 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. May 4, 2026, 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: President Rob Kairis, Amy Michael, Paul Moskun, Tim Calfee, Carmen Laudato, Matt Harper

Also in attendance: Mayor Frank Seman; Law Director, Frank Cimino; Police Chief, Jake Smallfield; Fire Chief, Mark Chapple; Finance Director, Tami Lorence; Council Clerk; Chelsea Gregor; Cythia Miller, Larry Selinius Cliff Soudil, Barb Niemiller

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

Delegations from the Public:

Approval of the Agenda:

Mr. Kairis addressed Ordinance 2026-073 within the consent agenda. Due to issues with the details of the vehicle purchase he said it needed to be corrected and clarified before it could be approved.

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

Council reviewed the consent agenda, which included the regular meeting minutes from April 6th, 2026 and several ordinances previously discussed during the Committee of the Whole meeting. There were no communications included in the agenda.

Consent Agenda:

Communications:

Approval of the Minutes:

- Regular City Council Meeting of April 6, 2026

Report of Officials:

Ordinances:

ORDINANCE NO. 2026-068 AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT WITH NEOMED POLICE DEPARTMENT FOR DISPATCHING SERVICES TO BE PERFORMED FROM JULY 1, 2026 TO JUNE 30, 2029, AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2026-069 AN ORDINANCE AUTHORIZING THE MAYOR TO APPLY FOR AND ACCEPT THE SAFETY INTERVENTION GRANT , IF AWARDED, AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2026-070 AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT WITH JBL ROOFING & CONSTRUCTION INC. TO REPLACE THE ROOF AT 220 PARK WAY, AND DECLARING AN EMERGENCY.

RESOLUTION NO. 2026-071 A RESOLUTION OF THE CITY OF RAVENNA, OHIO ACCEPTING AND ADOPTING THE PORTAGE COUNTY MULTI-JURISDICTIONAL HAZARD MITIGATION PLAN.

ORDINANCE NO. 2026-072 AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT WITH PERRIN ASPHALT FOR THE 2026 ASPHALT PAVING PROJECT, AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2026-074 AN ORDINANCE AUTHORIZING THE MAYOR TO ACCEPT A GRANT IN THE SUM OF \$1,000.00 FROM THE NORTHEAST OHIO DISC GOLF ALLIANCE, AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2026-076 AN ORDINANCE ACCEPTING THE RECOMMENDATIONS AND MINUTES OF THE CITY OF RAVENNA TAX INCENTIVE REVIEW COUNCIL FOR THE 2025 ENTERPRISE ZONE COMPLIANCE REPORTS, ATTACHED HERETO AS EXHIBIT "A", AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2026-077 AN ORDINANCE AMENDING ORDINANCE NO. 2025-130 BY AMENDING EXHIBIT "A" SECTION I – POLICE DEPARTMENT, SUBSECTION (C) BY CORRECTING THE SHIFT DIFFERENTIAL PAYMENT, AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2026-078 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. Michael- **All Ayes**

Invited City Officials: Tami Lorence, Finance Director

Mr. Kairis introduced Finance Director, Tami Lorence, for a presentation on the City's financial operations and current initiatives.

Ms. Lorence said the Finance Department has focused heavily on improving internal controls related to reporting, payroll accuracy, reconciliations, and fraud prevention as part of the ongoing state audit process. She reported the audit was progressing smoothly and expected to be completed earlier than usual, adding that the department has increased monitoring of revenues and expenditures as staff gain more experience.

Discussing fraud prevention, Ms. Lorence shared statistics from the Ohio Auditor of State's office showing more than 140 fraud convictions since 2019, over \$13 million in restitution ordered, and more than \$18 million recovered for Ohio municipalities. She explained the city uses segregation of duties, dual approvals, reconciliations, and red-flag monitoring to strengthen oversight. Ms. Lorence reported that 2026 income tax revenues were currently trending at approximately a 1.8% increase, slightly below the city's projected 2–3% growth, while the general fund balance remained strong at approximately \$7.8 million. She also noted the city currently has about \$21 million invested through various accounts, including Star Ohio and Treasury-related investments through multi-banks. Ms. Lorence suggested the City could consider hiring a municipal advisor or investment firm in the future to assist with long-term financial planning and investment strategies now that the city's financial position has improved. She also discussed challenges created by new federal overtime premium deduction requirements under the "One Big Beautiful Bill Act," explaining the City has spent significant time

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reconciling overtime calculations because union contracts calculate overtime differently than federal labor standards. Ms. Lorence said the City has consulted legal counsel and is working to ensure compliance before the reporting requirements take effect on future W-2 forms.

To help manage payroll and compliance demands, Ms. Lorence said the City is exploring time and attendance software options, including ADP and other systems that can better handle union payroll complexities and provide employee self-service features. She said any future proposal would return to Council for approval due to projected costs exceeding \$25,000.

Mr. Calfee asked several questions regarding investment accounts, payroll software, and department staffing.

Ms. Lorence responded that staffing within the Finance Department is currently stable, highlighting Assistant Finance Director Kristy Elliot's work on overtime compliance issues and noting the department continues to receive part-time assistance from Brian Huff.

Ms. Lorence also said the department is reviewing its budgeting process and may consider moving the permanent budget approval process to the end of the year instead of early spring to allow for better long-term financial planning and more review time for Council.

Ms. Laudato said an earlier budget process could give Council additional time to review and propose changes before legal deadlines.

Mr. Kairis thanked Lorence for the presentation at the conclusion of the discussion.

Report of Committees: Committee meetings start at 6:00 PM 4/13/2026.

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

Information Systems: A meeting is to be determined.

Planning: Ms. Laudato stated that she believes there will be a meeting.

Committee of the Whole: Mr. Kairis stated that the next Committee of the Whole meeting is Monday, April 20, 2026, at 6:00 pm.

Public Health & Safety: Ms. Michael stated that she believes there will be a meeting.

Streets & Sidewalks: Mr. Harper stated that there will be a meeting.

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

Community & Economic Development: Mr. Kairis relayed from Ms. West that there will be a meeting with a presentation from Neighborhood Development Services (NDS).

Finance: Mr. Kairis stated that there will be a meeting.

Cemetery: Mr. Moskun reported that, weather permitting, local high school students would plant flowers at the cemetery on May 15. He also said the board had received plans for the chapel roof project and expected bids soon from specialty contractors experienced in slate roofing work.

Parks & Recreation: No report.

First Reading of Ordinances:

ORDINANCE NO. 2026-073 AN ORDINANCE AUTHORIZING THE PURCHASE A NEW 2026 CHEVROLET SILVERADO 2500 HD FROM OLATHE FORD SALES, INC IN THE AMOUNT OF \$62,629.00 FOR THE WATER TREATMENT PLANT, AND DECLARING AN EMERGENCY.

Mr. Moskun explained that the Water Treatment Plant Superintendent had identified an error in the ordinance because the truck would actually be purchased from Sarchione Chevrolet in Garrettsville at a lower price and with faster delivery than the state purchasing option through Olaf Ford. He said the Sarchione quote was approximately \$4,000 less for the same specifications.

Council members discussed discrepancies in the quoted amounts and clarified that sufficient funds had already been budgeted for the purchase.

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Ms. Lorence confirmed the funding was available and explained the confusion resulted from multiple quotes being submitted for comparison purposes.

Mr. Calfee noted the ordinance mistakenly referenced the wrong dealership after staff reviewed the paperwork.

Ms. Laudato suggested amending the ordinance to authorize an amount “not to exceed \$61,000.”

Mr. Kairis summarized the necessary amendments, changing the dealership name from Olaf Ford Sales Inc. to Sarchione Chevrolet and revising the purchase amount to “not to exceed \$61,000”.

- Motion to amend the ordinance to change the dealership name from Olaf Ford to Sarchione Chevrolet and revising the purchase amount to “not to exceed \$61,000 by Mr. Moskun, 2nd by Ms. Michael- **All Ayes**

There being no further comments or questions.

- Motion to waive three separate readings by Mr. Moskun, 2nd by Mr. Marovich- **All Ayes**
- Motion to adopt emergency clause by Mr. Marovich, 2nd by Ms. Michael- **All Ayes**
- Motion to pass Ordinance No. 2026-073 by Mr. Harper, 2nd by Ms. Michael- **All Ayes**

Ordinance 2026-073 was adopted.

ORDINANCE NO. 2026-075 AN ORDINANCE AUTHORIZING RAVENNA CITY COUNCIL TO APPOINT AND TO THE TAX INCENTIVE REVIEW COUNCIL IN ACCORDANCE WITH THE OHIO REVISED CODE, AND DECLARING AN EMERGENCY.

Mr. Kairis noted the ordinance from the Community and Economic Development Committee would require amendment because board member names still needed to be added.

Ms. Lorence said she had three names under consideration but needed to confirm details with Mr. Cimino before proceeding.

Council agreed to leave the ordinance for second reading until the information could be finalized.

Ordinance 2026-075 was left on for second reading.

Second Reading of Ordinances: None

Third Reading of Ordinances: None

Old Business- Ms. Michael expressed appreciation for the levy committee’s efforts, thanking those involved for their work in support of the proposed Safety Center Levy. She specifically recognized Fire Chief Chapel for actively canvassing neighborhoods, as well as Ms. Laudato and community member Bob Walker for their outreach and support efforts. Ms. Michael also shared her own experiences of canvassing, noting mixed feelings about door-to-door engagement but emphasizing her hope that residents would support the levy.

Ms. Laudato responded that she had received no negative feedback during her outreach, and shared a positive interaction with a resident who indicated they had already voted in favor of the levy.

New Business- None

President of Council Remarks-

Mr. Kairis provided remarks, encouraging residents to vote in the current election cycle and noting the presence of a local ballot initiative for a new safety building and City Hall. He stated his intention to keep regular, special, and Committee of the Whole meetings to a more reasonable length, while still addressing complex issues thoroughly.

Mr. Kairis announced plans for a special meeting on May 11 at 5:30 p.m. to hold an Executive Session prior to the Personnel Committee meeting, and confirmed Council agreement to proceed. He also scheduled a second Special meeting for May 18 to continue discussion on potential improvements to the city’s legislative process to increase efficiency.

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Mr. Kairis additionally discussed plans to explore a consultant-led workshop on Ohio Sunshine Law and Open Meetings requirements for Council and other city boards and commissions, noting it would likely be scheduled for summer. He then announced a film premiere event for *The Last Shop on Walnut*, a movie filmed in Ravenna, set for May 28 at the local theater with cast appearances, Q&A, and photo opportunities.

Council Member Remarks

Ms. Laudato- Ms. Laudato provided an update on redistricting efforts, noting progress from the ad hoc committee and suggesting further refinement of proposed maps before full Council review. She also highlighted community discussion around downtown representation across wards and involvement from the League of Women Voters. Ms. Laudato noted continued public engagement in the mapping process and upcoming review steps.

Mr. Calfee- Mr. Calfee commented positively on the new “On Air” signage in Council Chambers.

Mr. Moskun- Mr. Moskun reported positive feedback from businesses in the downtown areas regarding recent police foot patrols, stating local businesses expressed appreciation for the increased presence.

Mr. Harper- No Comment

Ms. Michael- Ms. Michael announced that the City received a Safety Intervention Grant secured through Fire Chief Chapel. She also shared that a redistricting map from Kent State had been provided to a high school government class for educational use, allowing students to explore the redistricting process.

Mr. Marovich- No Comment

Mayor's Remarks- Mayor Seman reported that significant preparation is underway for upcoming summer events, noting that many activities are planned across the city, particularly in the downtown area. He encouraged departments and organizers to ensure planned events are documented and placed on the calendar due to the high volume of scheduled activity. Mayor Seman also shared that he met with the owner of a new downtown bookstore, who expressed appreciation for the Ravenna Police Department’s prompt response and increased downtown foot patrols. He said he expects continued goodwill from local businesses and emphasized the city’s commitment to maintaining a safe and welcoming environment for visitors. Mayor Seman added that much of the recent activity being discussed publicly has already been addressed through coordinated city efforts, noting that leadership and the police department have been working together to respond quickly and appropriately.

Mr. Kairis then stated that City Council would need to enter executive session to discuss the potential purchase of property for public use and the discussion of pending legal matters.

- Motion to go into Executive Session at 6:46 pm by Mr. Calfee, 2nd by Mr. Moskun - All Ayes

Council went into Executive Session to consider the purchase of property for public purposes since the premature disclosure of information regarding the purchase would give an unfair competitive or bargaining advantage to a person whose personal private interest is adverse to the general public interest and to discuss pending and eminent court action.

- Motion to come out of Executive Session at 7:21 pm by Ms. Michael, 2nd by Mr. Moskun- All Ayes

Adjourn to Monday, June 1, 2026

- Motion to adjourn at 7:22 pm by Ms. Michael, 2nd Mr. Moskun- **All Ayes**

The next Regular Council Meeting is scheduled for Monday, June 1, 2026, at 6:00 P.M.

ATTEST:

Clerk of Council

Council President