



**RAVENNA CITY COUNCIL
COMMITTEE OF THE WHOLE MEETING MINUTES
May 18, 2026**

The public meeting was held in person in Council Chambers.

The Committee of the Whole Meeting was called to order at 6:00 P.M. by Council President, Rob Kairis.

Council present: Council President Rob Kairis, Amy Michael, Tyler Marovich, Christina West, Paul Moskun, Matt Harper, Tim Calfee, Carmen Laudato

Also in attendance: Mayor Frank Seman, Police Chief, Jake Smallfield; Fire Chief, Mark Chapple; Service Director, Tim Contant, Finance Director, Tami Lorence, City Engineer, Bob Finney; Council Clerk, Chelsea Gregor, Larry Silenius, Barb Niemiller, Cynthia Miller, Cliff Soudil, David Fosnight, Pam Schlegel-Fosnight

Mr. Kairis requested a motion to amend the agenda to add three items discussed during the Planning Committee meeting: a SunBeau Valley appropriation, an additional appropriation for a Kubota tractor, and the purchase of a parking lot.

- Motion to amend the agenda to add an appropriation for SunBeau Valley, an appropriation for a Kubota Tractor and the purchase of a parking lot by Mr. Marovich, 2nd by Ms. West-
All Ayes

Before proceeding, Mr. Kairis addressed confusion regarding actions taken in the Personnel Committee, noting that a community member had contacted him with concerns about a procedural issue. He offered Cliff Soudil an opportunity to address Council and share his concerns, while clarifying that Council would not engage in debate on the matter. Mr. Soudil respectfully declined to speak.

The first item on the agenda was to approve the Committee of the Whole meeting minutes from April 20, 2026.

- Motion to approve the April 20, 2026, Committee of the Whole minutes by Mr. Marovich, 2nd by Ms. West- **All Ayes**

The second item was an ordinance to accept a donation of 40 cases of Gatorade to the Fire Department.

Ms. Michael explained that the City had received a generous community donation of 40 cases of Gatorade for the Fire Department and requested Council's approval to formally accept the donation.

- All Council present responded in favor to move the item forward for legislation.

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The third item was an ordinance to accept a donation of 40 cases of Gatorade to the Police Department.

Ms. Michael then presented a second ordinance to accept a donation of 40 cases of Gatorade for the Police Department from the same donor. She noted the department's appreciation for the contribution.

- All Council present responded in favor to move the item forward for legislation.

The fourth item was an ordinance authorizing the purchase of 3 LifePak 35's not to exceed \$186,000.

Ms. Michael addressed an ordinance authorizing the purchase of three LifePak 35 cardiac monitors for the Fire Department at a cost not to exceed \$186,000. She said Chief Chappel had previously explained the need for the upgraded technology, which allows enhanced patient data transmission to hospitals and keeps the department current with modern emergency medical equipment. Ms. Michael noted that funding was already included in the budget.

- All Council present responded in favor to move the item forward for legislation.

The fifth item was an ordinance authorizing the Mayor to enter into a contract with Montrose Ford for three (3) vehicles.

Ms. Michael explained that the ordinance was to enter into a contract with Montrose Ford for two police vehicles and one truck. She stated that the vehicles would be leased and that older vehicles would either be reassigned within the city fleet or sold at auction. Chief Smallfield noted the pricing came in below state contract pricing.

- All Council present responded in favor to move the item forward for legislation.

The sixth item was an ordinance authorizing the Mayor to enter into a contract with Hall Public Safety Upfitters.

Ms. Michael presented an ordinance authorizing a contract with Hall Public Safety Upfitters to equip the new police vehicles. She explained that the newly purchased vehicles will need to have the police equipment replaced so the vehicles can be put into service as soon as possible.

- All Council present responded in favor to move the item forward for legislation.

The seventh item was an ordinance to accept a \$1,000 donation from an anonymous donor to the Police Department.

Ms. Michael said the donor wished to recognize the Police Department's quality service and was appreciative of the donation.

- All Council present responded in favor to move the item forward for legislation.

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The eighth item was an ordinance to accept a \$2,000 donation from an anonymous donor to the Fire Department.

Ms. Michael presented an ordinance accepting a \$2,000 anonymous donation to the Fire Department. She explained that the donor wanted to recognize the care provided to her husband by the department. Council members expressed appreciation for the donor's generosity.

- All Council present responded in favor to move the item forward for legislation.

The ninth item was an ordinance authorizing the Mayor to enter into the 2026-2027 School Resource Officer Contracts.

Ms. Michael presented the 2026–2027 School Resource Officer (SRO) agreements with the Ravenna School District. She noted that the contracts reflected only the standard wage increases provided through the officers' union contract and emphasized the importance of maintaining two School Resource Officers to help ensure the safety of students and staff. Ms. Michael also congratulated the Ravenna High School Class of 2026 on its graduation and wished graduates success in their future endeavors.

- All Council present responded in favor to move the item forward for legislation.

The tenth item was an ordinance authorizing the Mayor to donate \$5,000 in Opioid Funds to Axxess Family Services.

Ms. Michael explained that the funding was being considered as an urgent measure to support the organization's work assisting individuals released from jail, many of whom are released overnight in downtown Ravenna. She noted that the service has been beneficial to the community and emphasized that a disruption in funding could create safety concerns. Ms. Michael added that the City is developing procedures for future opioid fund allocations and hopes other entities, including the county, may also provide support.

Ms. Lorence reported that she had contacted legal counsel for guidance and believed the funding could qualify as an opioid remediation expense if properly documented and tracked as recovery services.

Ms. Michael added that Mark Frisone did not anticipate any issues with the proposed use of funds.

- All Council present responded in favor to move the item forward for legislation.

The eleventh item was an ordinance authorizing the Mayor to enter into a contract with JD Striping.

Mr. Harper explained that the contract, totaling approximately \$85,911, is part of the city's annual roadway maintenance program and that the company has successfully completed the work for many years.

- All Council present responded in favor to move the item forward for legislation.

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The twelfth item was an ordinance authorizing the removal of the Alternate Sidewalk program.

Mr. Harper stated that the recommendation came from Mr. Finney and that no public concerns had been raised about ending the program.

Mr. Kairis questioned whether formal legislation was necessary since the program was not established by ordinance.

Mr. Finney confirmed there was no written policy governing the program.

After discussion, Ms. West made a motion to eliminate the alternate sidewalk program, and the motion received a second.

- Motion to eliminate the alternate sidewalk program by Ms. West, 2nd by Mr. Marovich-
All Ayes

Mr. Kairis informed Mr. Finney that the City could stop accepting applications for the program.

- The Alternate Sidewalk Program was eliminated.

The thirteenth item was an ordinance authorizing the Mayor to apply for the 2026 CHIP grant.

Ms. West reported that Jen Davis from Neighborhood Development Services (NDS) had confirmed that the City could not modify the state's program income requirements. She then stated that Council's options were either to proceed under the state's requirements or forgo the funding entirely, and she recommended moving forward with the application.

- All Council present responded in favor to move the item forward for legislation.

The fourteenth item was an ordinance authorizing \$200,000 in RLF for Down Payment Assistance.

Ms. West explained that the program would help prospective homeowners by providing assistance with down payments and delaying repayment obligations for three years.

Ms. Michael requested that information about the program's promotion and marketing be shared with Council so it could also be posted on the City's website to increase awareness among potential residents.

- All Council present responded in favor to move the item forward for legislation.

The fifteenth item was an ordinance authorizing a position change & pay increase for the Water Billing Superintendent.

Mr. Calfee explained that the ordinance would reestablish a position that previously existed within the City and would incorporate the duties of the Water Billing Superintendent along with additional responsibilities, including oversight of the City's backflow prevention program, and water and wastewater collection systems.

- All Council present responded in favor to move the item forward for legislation.

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The sixteenth item was an ordinance authorizing a \$2,000 bonus to the Police Chief.

Mr. Calfee then introduced an ordinance authorizing a one-time \$2,000 bonus for the Police Chief in recognition of firearms qualification requirements.

- All Council present responded in favor to move the item forward for legislation.

The seventeenth item was an ordinance authorizing a \$2,000 bonus to the Fire Chief .

Mr. Calfee explained that the payment recognized the Fire Chief's continued maintenance of both paramedic and instructor certifications.

- All Council present responded in favor to move the item forward for legislation.

The eighteenth item was an ordinance authorizing a retroactive ½ step pay range increase for the Assistant Police Chief.

Mr. Calfee presented an ordinance providing a retroactive half-range pay increase for the Assistant Police Chief this year and an additional half-range increase next year. He explained that the adjustment was recommended following a recent labor contract settlement that narrowed the pay gap between the Assistant Police Chief and the department's highest-paid patrol officers and sergeants.

- All Council present responded in favor to move the item forward for legislation.

The nineteenth item was an ordinance to appropriate an additional \$3,073.28 for a Kubota tractor for the Parks and Recreation Department.

Ms. Laudato explained that the increase was needed to account for price changes that occurred between the original quote and the final purchase.

Ms. West moved to authorize preparation of an ordinance, and the motion passed unanimously by roll-call vote.

- Motion to authorize the preparation of an ordinance providing an additional appropriation for the purchase of a Kubota tractor by Ms. West, 2nd by Mr. Moskun- **All Ayes**
- All Council present responded in favor to move the item forward for legislation.

The twentieth item was an ordinance appropriating \$6,500 for a concert at SunBeau Valley Event Center.

Ms. Laudato explained that the funding would cover event expenses, including portable restrooms, sound and lighting services, and the band fee.

Following discussion, Mr. Marovich moved to authorize preparation of an ordinance, which was approved unanimously by roll-call vote.

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- Motion to authorize the preparation of an ordinance providing a appropriation for a concert at SunBeau Valley Event Center by Mr. Marovich, 2nd by Ms. West- **All Ayes**
- All Council present responded in favor to move the item forward for legislation.

The twenty-first item was an ordinance to enter into a contract with JP Morgan and appropriate \$25,000 for the purchase of a parking lot.

Ms. Laudato stated that the property could be acquired for \$20,000, though the legislation requested \$25,000 to cover closing costs and filing fees. She described the acquisition as a strategic investment due to its proximity to downtown and its potential future use by the City.

During discussion, Mr. Calfee asked who the seller was, and Mr. Kairis confirmed the property would be purchased from JPMorgan Chase. Mr. Calfee moved to authorize preparation of an ordinance, which was approved unanimously by roll-call vote.

- Motion to authorize the preparation of an ordinance to enter into a contract with JP Morgan and providing an additional appropriation for the purchase by Mr. Calfee, 2nd by Mr. Marovich- **All Ayes**
- All Council present responded in favor to move the item forward for legislation.
- Motion to adjourn at 6:23 pm by Ms. West, 2nd by Mr. Moskun- **All Ayes**

There being no further business before Council, the meeting adjourned at 6:23 pm

ATTEST:

Clerk of Council

Council President