Ravenna City Council
Personnel Committee Meeting Minutes
May 11, 2026

The public meeting was held in person in City Council Chambers.

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

Also attending the meeting: Fire Chief, Mark Chapple; Service Director, Tim Contant; City Engineer; Bob Finney; Finance Director, Tami Lorence; Council Clerk, Chelsea Gregor; Human Resource Director, Heather Richkowski; Larry Silenius, Barbara Niemiller, Cliff Soudil, Cynthia Miller, Jen Davis

The Personnel Committee Meeting was called to order at 6:01 P.M. by Chairperson, Tim Calfee

The first item was the Water Billing/Meter Superintendent to Utilities Superintendent.
Mr. Contant explained that, in response to EPA recommendations to ensure compliance with sewer collection system regulations, the City proposed restructuring a position into a Utility Superintendent role. He stated this position would serve as the EPA operator of record for the sewer collection system and assume additional assigned duties, while continuing to include all responsibilities of the Water Billing Meter Superintendent.
Mr. Calfee confirmed that the existing Water Billing Meter Superintendent duties would be fully incorporated into the new position, which Mr. Contant affirmed.
Mr. Harper stated he supported the proposed change and agreed to move it forward.
Mr. Calfee confirmed a majority consensus and indicated the proposal would be sent forward for further consideration.

- The item was moved forward.

The second item was the compensation of employees.
Mr. Calfee introduced a recommendation from Human Resources regarding compensation adjustments for public safety leadership positions. He explained that recent collective bargaining agreements had compressed the pay structure between the Assistant Chief of Police and sergeant ranks, reducing the intended salary separation between those roles. To address this, the proposal recommended gradually increasing the Assistant Chief of Police pay range from range 25 to range 26 over a two-year period, with a half-range adjustment in 2026 and another half-range adjustment in 2027. In addition, the recommendation included two one-time bonuses: a $2,000 firearms qualification bonus for the Police Chief and a $2,000 bonus for the Fire Chief recognizing paramedic licensure and instructor/inspector credentials.

Mr. Harper expressed support for the compensation adjustments and indicated he had no concerns.

- The item was moved forward.

The third item was a discussion regarding an appointed Law Director.

Mr. Calfee summarized the prior history of the issue, noting that it had been discussed previously in committee settings and at Committee of the Whole. He explained that the position has been elected for approximately 50 years and raised concerns about potentially altering the system before the upcoming election process had been allowed to occur. He also noted that, procedurally, any charter amendment would require a supermajority of five Council votes to advance to the ballot, and emphasized the importance of determining whether sufficient support existed before continuing extensive debate. Mr. Calfee outlined arguments both for and against change, including the benefit of an independent, voter-elected law director versus concerns about whether an appointed structure might provide more administrative flexibility or consistency.

Mr. Kairis provided procedural clarification, noting that the matter remained within the Personnel Committee and required additional votes to move forward. He also emphasized the role of the Charter Review process, which is designed specifically to evaluate potential structural changes to city government on a periodic basis, and cautioned against frequent or reactive amendments to foundational governance structures.

Council discussion reflected a range of viewpoints.

Ms. Michael supported considering a change, arguing that government structures should evolve with current conditions and that Council has a responsibility to proactively address emerging issues rather than waiting for systems to fail.

Ms. West similarly expressed support for allowing voters to ultimately decide but suggested Council should not hesitate to place a proposal on the ballot if it believes a change could improve governance.

Mr. Marovich expressed opposition to consolidating additional authority and preferred maintaining the elected structure, emphasizing the importance of voter control and representation.

Mr. Moskun indicated a cautious stance, leaning toward allowing the election process to proceed and deferring major structural changes to the Charter Review process unless stronger justification emerged.

Public comments also reflected strong opinions on both sides.

Cynthia Miller spoke in favor of retaining elected positions, emphasizing that voters—not Council—should select the mayor and law director.

Cliff Soudil raised concerns about the unpredictability of appointing officials and questioned the safeguards for removing appointed individuals if issues arise, ultimately also favoring voter selection as the safer option.

As discussion continued, procedural clarification was provided regarding voting thresholds, confirming that while committee action required only a simple majority to advance items out of committee, any Charter amendment would ultimately require five Council votes to place the issue on the ballot. Members also discussed whether alternative approaches—such as modifying job descriptions, requiring attendance expectations, or addressing qualifications within existing code—could resolve concerns without changing the Charter.

By the conclusion of the discussion, informal consensus indicated that there was not sufficient support to advance the proposed Charter amendment from committee. Several members expressed preference for allowing the upcoming election cycle to proceed, with others suggesting the issue could be revisited through the formal Charter Review process or alternative legislative pathways in the future. The item was therefore not moved forward from Personnel Committee at this time.

- The item was not moved forward.

Management Update

There being no further business for discussion, the meeting adjourned at 6:40 P.M.

ATTEST:

______________________________	______________________________
Clerk of Council	**Tim Calfee, Chairperson** **Personnel Committee**