



- **Ravenna City Council**
Utilities Committee Meeting Minutes
September 14, 2026

The public meeting was held in Ravenna City Council Chambers.

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

Also attending the meeting: Mayor Frank Seman; Police Chief; Jake Smallfield; Fire Chief, Mark Chapple; Service Director, Tim Contant; City Engineer; Bob Finney; Finance Director, Tami Lorence; Council Clerk, Chelsea Gregor; Captain Dustin Svab; Administrative Assistant, Ron Fields; Larry Silenius, Barbara Niemiller, Cynthia Miller, Larry Selinius, Rod Flauhaus, William Barber, Trisha Schun, Steven Farhat, Heidi Timmers, Cathy Klein

Utility Committee Meeting was called to order at 8:30 P.M. by Council member, Carmen Laudato.

The first item was to become a member of the Ohio811 utility marking company.

Mr. Moskun explained that the City must become a member of Ohio 811, as required by the Ohio Revised Code.

Mr. Finney explained that Ohio 811 serves as a notification and locating service, allowing the City to know when excavation is planned near its utilities. He noted that membership would also help protect the City from liability if utility lines are damaged. The annual cost is expected to be approximately \$1,000, including locating requests, paint, and other supplies. Mr. Finney also stated that he would present proposals regarding roadway work permit fees and increasing bond amounts at a future meeting.

- The item was moved forward.

The second item was to enter into a contract with Burgess & Niple consultants.

Mr. Moskun then introduced the selection of Burgess and Niple Consultants for the Wastewater Treatment Plant headworks and EQ basins project.

Mr. Finney explained that the consultant selection committee reviewed five proposals, interviewed two firms, and selected Burgess and Niple based on their experience. The first phase will focus on planning, followed by a design phase, with each expected to take approximately one year. Mr. Finney stated that the City is exploring rehabilitation of the existing facilities rather than replacing them to control costs and maintain plant operations.

Mr. Contant explained that the existing EQ basins have significant operational and cleaning issues that need to be addressed.

- The item was moved forward.

The third item was to apply for the WPCLF and appropriate funds.

Ms. Laudato asked about the deadline for submitting the pre-application for the Water Pollution Control Loan Fund.

Mr. Finney explained that the City could submit the pre-application without Council approval, while the formal loan application would require Council authorization. He stated that the pre-application would provide the EPA with notice that the City intends to seek funding. The loan could be deferred for five years, and a portion may be forgivable if the project proceeds to construction. Mr. Finney also noted that Portage County Water Resources would be responsible for approximately 34% of the design-phase costs.

Ms. Laudato requested clarification for the public record regarding whether Council approval was needed for the pre-application, and Mr. Finney confirmed that it was not.

Mr. Moskun noted that additional critical wastewater treatment plant improvements would need to be addressed in the coming months.

- The item was moved forward.

Management

There being no further business for discussion, the meeting adjourned at 8:46 P.M.

ATTEST:

Clerk of Council

Paul Moskun, Chairperson
Utility Committee