City of Kent

Regular City Council Meeting

319 S. Water Street, Kent, Ohio 44240

October 15, 2025

MINUTES

Due to technical difficulties, this meeting was not recorded/live-streamed

At 7:00pm, President Pro Tem Jack Amrhein called the Regular City Council meeting to order.

Present: Mr. Jack Amrhein; Ms. Melissa Celko; Mr. Jeff Clapper; Mr. Michael DeLeone; Mr. Chris Hook; Ms. Heidi Shaffer Bish; Ms. Gwen Rosenberg; Mr. Roger Sidoti; Mr. Robin Turner

Also Present: Ms. Kathy Coleman, Clerk of Council; Mr. Dave Ruller, City Manager; Ms. Hope Jones, Law Director; Mr. Jim Bowling, City Engineer; Ms. Melanie Baker, Services Director; Ms. Bridget Susel; Community Development Director;

PUBLIC HEARING: CDBG PY2024 CONSOLIDATED ANNUAL PERFORMANCE & EVALUATION REPORT (CAPER) Ms. Susel explained that the public hearing was being held to discuss and accept public comment on the 2024 Program Year Consolidated Annual Performance and Evaluation Report (CAPER) report. The PY2024 CAPER reports on CDBG activities undertaken during the recently completed 2024 Program Year that began on August 1, 2024, and ended on July 31, 2025. The City received $283,425 in PY2024 CDBG funding and expended $276,397 in CDBG funds during the reporting period.

Of the CDBG funds expended, 100% was used to support programs and projects that benefitted low-to-moderate income persons. Fifty-one percent was used for housing rehabilitation activities, 31% for public facility improvements in low-to-moderate income neighborhoods, and 13% was used for the provision of needed services for low-to-moderate income persons. Five percent was used for fair housing and administrative costs.

There were no public comments.

OPENING REMARKS AND PLEDGE OF ALLEGIANCE

Mr. Hook offered opening remarks in honor of his mother, Debra Lynn Hook, who recently passed away, then led Council in the Pledge of Allegiance.

COMMUNICATIONS

Public Comment:

3.1.6 On 10/9/25, the August Board of Health minutes and October agenda were received and posted online.

3.1.7 Received after agenda publication: The October agenda for the Parks & Recreation Board was received on 10/10/25

CITY MANAGER'S REPORT

MOTION TO APPROVE ITEMS 1-2 OF THE CITY MANAGER'S REPORT was made by Mr. Sidoti, seconded by Ms. Rosenberg, and carried by unanimous voice vote.

CONSENT AGENDA

MOTION TO REMOVE OCTOBER COMMITTEE MEETING MINUTES FROM CONSENT AGENDA was made by Ms. Shaffer Bish, seconded by Mr. Hook, and carried by unanimous voice vote.

MOTION TO SUSPEND THREE READINGS OF DRAFTS 2025-095, and 2025-097 THROUGH 2025-098 was made by Mr. Clapper, seconded by Mr. Hook, and carried by unanimous roll call vote.

MOTION TO APPROVE THE CONSENT AGENDA was made by Mr. DeLeone, seconded by Mr. Clapper and carried by unanimous roll call vote.

- Approval of September Regular Council Meeting minutes
- **DRAFT 2025-095** AN ORDINANCE AUTHORIZING THE FINANCE DIRECTOR, UPON THE ISSUANCE OF A CERTIFICATE OF AVAILABILITY OF FUNDS, TO PAY CERTAIN PURCHASE ORDERS MADE THAT EXCEED $3000.00; AND DECLARING AN EMERGENCY.
- **DRAFT 2025-097** AN ORDINANCE AUTHORIZING THE CITY MANAGER OR HIS DESIGNEE TO ENTER INTO AN AGREEMENT WITH HOMETOWN BANK TO COVER TWELVE- AND ONE-HALF PERCENT (12 ½%) OF ITS GRANT MATCH AWARDED TO THE PORTAGE COUNTY LAND BANK THROUGH THE OHIO DEPARTMENT OF DEVELOPMENT FOR THE REMEDIATION OF 200 WEST WILLIAMS STREET AND DECLARING AN EMERGENCY.
- **DRAFT 2025-098** AN ORDINANCE RENEWING AND AMENDING THE KENT-BRIMFIELD JOINT ECONOMIC DEVELOPMENT DISTRICT (JEDD) INCOME TAX AGREEMENT TO ALLOW FOR THE OPTION TO TRANSITION THE COLLECTION OF INCOME TAXES FOR THE JEDD TO THE REGIONAL INCOME TAX AGENCY (RITA) AND DECLARING AN EMERGENCY.

Consent agenda passes.

Health & Safety Committee – Chair Amrhein/Vice-Chair Sidoti
No action.

Land Use Committee – Chair Shaffer-Bish/Vice-Chair Hook
No action.

Streets, Sidewalks & Utilities Committee – Chair Sidoti/Vice-Chair Clapper
No action.

UNFINISHED BUSINESS

None.

NEW BUSINESS

None

COUNCIL MEMBERS' COMMENTS

- Ms. Rosenberg congratulated Mr. Amrhein and expressed certainty that he would perform well in the role.
- Ms. Shaffer Bish echoed Ms. Rosenberg's comments and urged Council to extend grace and support during this transition. She also thanked Mr. Hook for his comments regarding his mother.
- Mr. Turner commented on the contributions to the City made by Mayor Fiala, as well as Mr. Hook's mother and offered supportive words to Mr. Hook. He also questioned the process for filling Mr. Amrhein's Ward 2 position, reminding Council that there is a 30-day deadline. Ms. Jones stated that, in the case of a permanent vacancy in the mayor's position, a council person can fill the mayoral role and also retain their Council seat, until such time as a new mayor is elected.

MAYOR'S REPORT

Mr. Amrhein thanked Council for their confidence and stated he was looking forward to the challenge of the position.

ADJOURNMENT

There being no further business, the meeting was adjourned at 7:30pm.

Kathleen Coleman
Clerk of Council

Jack Amrhein
President Pro Tem of Council