City of Kent

Regular City Council Meeting

319 S. Water Street, Kent, Ohio 44240

November 19, 2025

MINUTES

At 7:00pm, Mayor 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; Ms. Melanie Baker, Services Director; Ms. Bridget Susel; Community Development Director; Dominique Bollenbacher, Community Outreach Coordinator

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OPENING REMARKS AND PLEDGE OF ALLEGIANCE

- Ms. Rosenberg offered opening remarks expressing gratitude to the residents of Kent for the privilege of serving on the City Council for eight years. She reflected on the educational and humbling experience of her tenure and encouraged everyone to appreciate each other and their city during the Thanksgiving season. She then led Council in the Pledge of Allegiance.
- Mayor Amrein presented Ms. Sue Nelson with a Proclamation honoring her retirement and recognizing the legacy of Sue Nelson Designs. Ms. Nelson accepted the proclamation and in a heartfelt acknowledgment, she expressed gratitude to Lord Jesus, her husband Richard, and family for their support over the years. She reflected on her humble beginnings as a farm girl who sewed for teachers and received help for her education. She thanked several local figures, including Mr. Jacobs and the Kleins, for their belief in her. Emphasizing her love for Kent, she concluded with sincere thanks.

COMMUNICATIONS

Public Comment:

- There were no comments from the public.

Written Communication:

3.1.1 On October 20, 2025, a liquor permit transfer request notification was received in the Clerk's office, advising of a transfer from Haasz Moonbase LLC on Currie Hall Parkway to 265 West Inc. on West Main Street. The return-by date was listed as October 30, 2025, prior to the next Council session; therefore, an extension was requested and received. The return-by date is now November 29, 2025; Chief Shearer has no objections.

MOTION TO RETURN NOTICE TO LCB WITH NO HEARING REQUESTED was made by Mr. DeLeone, seconded by Mr. Sidoti, and carried by unanimous voice vote.

3.1.2 On October 30, 2025, a letter of condolence regarding Mayor Fiala's passing was received from State Auditor Keith Faber, and shared with Council.

3.1.3 On October 31, 2025, the Clerk emailed all expiring board and commission members, reminding them of their term expiration and advising that, if they wish to reapply, their application must be received by November 21, 2025. An application was provided. Additionally, board and commission vacancy notifications were posted on the City website, Facebook, the message board, City Hall bulletin board, and in the Portager.

3.1.4 On November 3, 2025, the October minutes and November agenda were received from Standing Rock Cemetery and posted online.

3.1.5 On November 10, 2025, the November Planning Commission agenda was received and posted on the City Hall bulletin board.

3.1.6 RECEIVED AFTER AGENDA PUBLICATION: On November 14, 2025, the agenda for the November Parks and Recreation Board meeting was received and posted on the City Hall bulletin board.

CITY MANAGER'S REPORT

MOTION TO APPROVE ITEMS 1-3 OF THE CITY MANAGER'S REPORT was made by Ms. Rosenberg, seconded by Mr. Clapper, and carried by unanimous voice vote.

CONSENT AGENDA

Ms. Celko requested that the November Committee meeting minutes be removed from the consent agenda.

MOTION TO SUSPEND THREE READINGS OF DRAFTS 2025-100 THROUGH 2025-107 was made by Ms. Celko, seconded by Ms. Rosenberg, and carried by unanimous roll call vote.

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

- Approval of October Regular Council Meeting minutes
- **DRAFT 2025-100** 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 2025-101** AN ORDINANCE AMENDING SECTION 351.99 TITLED "PENALTY" OF THE CODIFIED ORDINANCES OF THE CITY OF KENT IN ORDER TO CHARGE A PENALTY TO ANYONE WHO VIOLATES SECTION 351.041 OF THE CODIFIED ORDINANCES AND DECLARING AN EMERGENCY.
- **DRAFT 2025-102** AN ORDINANCE AMENDING CHAPTER 137 OF THE CODIFIED ORDINANCES OF THE CITY OF KENT, ENTITLED "DEPARTMENT OF SAFETY", SO AS TO AMEND SECTION 137.18 ENTITLED "RESIDENCY REQUIREMENTS" TO EXPAND THE EXISTING COUNTIES THAT FIREFIGHTERS ARE PERMITTED TO RESIDE IN AND DECLARED AN EMERGENCY.
- **DRAFT 2025-103** AN ORDINANCE AUTHORIZING THE TRADE IN / AUCTION / DISPOSAL OF VEHICLES AND LARGE EQUIPMENT NOT NEEDED FOR MUNICIPAL PURPOSES, AND DECLARING AN EMERGENCY.
- **DRAFT 2025-104** AN ORDINANCE AMENDING ORDINANCE NO. 2024-131, THE CURRENT APPROPRIATION ORDINANCE, PASSED DECEMBER 18, 2024; SO AS TO ADJUST APPROPRIATIONS, TRANSFERS AND ADVANCES FROM THE VARIOUS FUNDS OF THE CITY OF KENT TO INDIVIDUAL ACCOUNTS FOR THE CURRENT EXPENSES OF THE CITY FOR THE FISCAL YEAR ENDING DECEMBER 31, 2025; AND DECLARING AN EMERGENCY.
- **DRAFT 2025-105** A RESOLUTION REQUESTING THE COUNTY AUDITOR TO ADVANCE ANY PROPERTY TAXES THAT HAVE BEEN COLLECTED PRIOR TO THE NORMAL FEBRUARY SETTLEMENT DATE FROM THE PROCEEDS OF THE 2025 TAX YEAR COLLECTION PURSUANT TO SECTION 321.34 OF THE OHIO REVISED CODE AND DECLARING AN EMERGENCY.
- **DRAFT 2025-106** AN ORDINANCE AUTHORIZING THE CITY MANAGER OR HIS DESIGNEE TO CONSIDER PROVIDING FUNDING TO KENT SOCIAL SERVICES TO SUSTAIN THE FOOD SUPPLY OPERATIONS FOR ELIGIBLE RESIDENTS IN THE KENT COMMUNITY DUE TO THE FINANCIAL IMPACTS FROM THE LOSS IN SNAP FUNDING DUE TO FEDERAL GOVERNMENT SHUTDOWN AND DECLARING AN EMERGENCY

- **DRAFT 2025-107** CAPITAL PLAN_AN ORDINANCE APPROPRIATING FROM THE VARIOUS FUNDS OF THE CITY OF KENT TO INDIVIDUAL ACCOUNTS FOR THE CURRENT EXPENSES OF THE CITY FOR THE FISCAL YEAR ENDING DECEMBER 31, 2026, AND DECLARING AN EMERGENCY.

Consent agenda passed.

STANDING COMMITTEES AND LEGISLATION

Committee of the Whole – Chair Amrhein

- MOTION TO APPROVE THE NOVEMBER COMMITTEE MEETING MINUTES was made by Mr. Hook, seconded by Ms. Rosenberg, and carried by voice vote, 7-0-2, with Ms. Celko and Mr. DeLeone abstaining.
- MOTION TO APPOINT SARA MCCARTY to the Loan Review Board was made by Ms. Ms. Rosenberg, seconded by Mr. Clapper, and carried by unanimous voice vote
- MOTION TO INSERT NAME INTO DRAFT 2025-108 was made by Ms. Rosenberg, seconded by Mr. Sidoti, and carried by unanimous voice vote
- MOTION TO SUSPEND THREE READINGS OF DRAFT 2025-108 was made by Mr. Sidoti, seconded by Mr. DeLeone and carried by unanimous roll call vote 9-0-0.
- MOTION TO ADOPT DRAFT 2025-108 was made by Mr. Clapper, seconded by Mr. Hook, and carried by unanimous roll call vote 9-0-0.

DRAFT 2025-108 AN ORDINANCE APPOINTING SARA MCCARTY TO THE LOAN REVIEW BOARD AND DECLARING AN EMERGENCY.

Draft 2025-108 passed.

Community Development Committee – Chair Rosenberg/Vice-Chair Clappe
No action.

Finance Committee – Chair DeLeone/Vice-Chair Celko
No action.

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

- Mr. Sidoti congratulated Ms. Bollenbacher on receiving a Tree City Award, which shows her dedication and involvement across various organizations have made a notable impact, and the community's acknowledgment of her contributions speaks highly of what she brings to the city.

- Ms. Rosenberg thanked PARTA for hosting a wonderful Veterans Day memorial service, featuring inspiring speakers and high school band performances. It was a well-done event, serving as a great way to remember our veterans.

MAYOR'S REPORT

Mayor Amrhein reviewed the various activities he's participated in during the past month and thanked the administration, as well as community partners and members for being very welcoming and supportive. He stated that he has office hours from 9am-1pm during the week and welcomed anyone to visit his office. He requested a motion to select a President Pro Tem.

MOTION TO APPOINT JEFF CLAPPER as President Pro Tem was made by Mr. DeLeone, seconded by Mr. Sidoti, and carried by unanimous voice vote.

EXECUTIVE SESSION

At 7:20 pm, Ms. Celko made, and Mr. DeLeone seconded, a motion to enter into Executive Session for the purpose of discussing personnel issues and considering confidential information related to personal financial statements of an applicant for economic development assistance.

RETURN TO REGULAR SESSION AND ADJOURN

Council returned from Executive Session at 8:13pm. There being no further business, the meeting was adjourned at 8:14pm.

Kathleen Coleman
Clerk of Council

Jack Amrhein
President Pro Tem of Council