

City of Ravenswood
Common Council Minutes
June 16, 2026

Call to Order

- **Mayor Josh Miller** called to order a meeting of the Common Council at 7:00 P.M. on June 16, 2026, at Ravenswood City Hall.

Pledge of Allegiance

- **Mayor Josh Miller**

Roll Call

- The following members were present, **Mayor Josh Miller, Councilors Dee Scritchfield, Todd Ritchie- on call, Jeff Koon, Eric Cullen, Amanda Slaven, and Attorney Steve Cogar.**

Approval of Prior Minutes 6-2-2026

- **Dee Scritchfield** made a motion to approve, second by **Amanda Slaven**
All Approved

Special Recognition- Ravenswood ORF Royalty

- Baby Miss - Temperance Carroll
- Wee Miss – Brynlie Lasure
- Toddler Miss – Paisley Huffman
- Tiny Miss – Ivy Shamblin
- Junior Miss – Evie Stark
- Pre-Teen Queen – Morgan Smith
- Teen Queen – Emma Hill
- Queen Daphne XLI – Rachel Schmidt

Aflac Representative

- Ronnie Thompson, will serve as our HRA Account Representative, asked Council if they were interested in buying an insurance plan for the employees

Reports to Council

- Police Dept -See Attached
- Maintenance Dept – See Attached
- Infrastructure Updates – Boat ramp by boat docks on Sand Creek complete and were extended, moving on to Ohio River kayak launch and boat docks
- BOPARC – See Attached
- Museum – See Attached

Waterfront EEGF Projects – 1st drawdown from contractor

- Start to Finish (Welcome Center) \$118,350.00

Dee Scritchfield motioned to approve, second by **Jeff Koon All Approved**

- **Campsites/Boat slips Draw 10**

AMPECO \$23,150.00

Newell & Associates \$380.00

Amanda Slaven made a motion to approve, second by **Jeff Koon All Approved**

Water/Wastewater Projects – Draw 10 Phase 2B

- Temporary construction easement/Permanent Sewer easement
Jeff Koon motioned to approve, second by **Eric Cullen All Approved**

Public Forum

- N/A

Entered Executive Session at 7:51pm

Amanda Slaven made a motion, second by **Eric Cullen All Approved**

Exit Executive Session at 9:15pm

Amanda Slaven made a motion, second by **Jeff Koon All Approved**

- **Revised City Credit Card Use Policy** – **Amanda Slaven** made a motion to approve, second by **Eric Cullen All Approved**
- **Updates to Employee Vacation Policy** – **Amanda Slaven** made a motion to approve the new vacation/retirement policies and give the Mayor authorization to address retirement bank issues effective October 1, 2026, second by **Eric Cullen All Approved**
- **Personnel Restructuring** – Accept the resignation of **Katrena Ramsey**, Superintendent of Recreation, as of June 30, 2026, and appoint **Adeline Smith** as the new Superintendent of Recreation and Great Bend Museum Director as of July 1, 2026. **Amanda Slaven** made a motion to approve, second by **Dee Scritchfield All Approved**

Next Meeting Tuesday July 7, 2026 @7:00pm

Adjournment

Mayor Josh Miller adjourned the meeting at 9:18pm via a motion from Dee Scritchfield and second by Amanda Slaven - **All Approved**

Submitted By

Megan Thompson

Megan Thompson, Acting City Clerk

Josh Miller

Mayor Josh Miller

June 2026 Report to Council / May Activity

Total # of incidents = N/A (Dispatch's system is currently being updated & info is unavailable)

Nature of calls:

See Attached 911 log

Mileage/Fuel

Total Miles Driven = \$12,972

Total Fuel Cost = \$5,613

Average Price = \$4.72

Gallons Used = 1241

Arrests:

Misd. Citations: 69

Total Arrests: 71

Total arrests for Calendar year: 440

Use of Force Incidents

0

Pursuits

0

Fines and Fees Collected (city court):

May: \$2,284

Total Calendar Year 2026: \$20,661

Overtime Hours:

Shield Program: 50 (Does not include Non-OT hours)

Highway Safety (Reimbursed): 98

Court: 0

Arrests/Coverage/Transports/Investigations: 0

Training/Meetings/Special Details: 5

Shift Differential: 106

K-9: 22

Total: 281

Reimbursed: 98

*Total Law Enforcement Training Hours for this fiscal year = 1,374

Code Enforcement

1. Vehicles removed: 4
2. Demolished Buildings: 0
3. New Property Investigations: 7
4. Open Property Investigations: 126
5. Property Investigations Closed: 4
6. Grass Warnings: 40
7. Dog At Large: 2
8. Search Warrant Executed: 0
9. Citations Issued: 1
10. Barking Dogs: 3
11. Illegal Burns: 0

Community/Other Participation/Boards & Associations

1. Jackson County Drug Court
2. Hope House Bridge Program (bridging recovery and law enforcement)
3. Youth Involvement – Coaching / Participating with kids
4. Community Outreach – Speaking Engagements
5. Proxy Member – WV Law Enforcement Professional Standards Subcommittee
6. WV Chiefs of Police Board of Directors
7. FBI National Academy Associates
8. International Association of Chiefs of Police
9. Jackson County Multidisciplinary Investigative Team (Sex Crimes Primarily)

Maintenance Department
June 2026 Report to Council

1. Holiday Trash Schedule for this week and next week
 - This week Friday route will be picked up with Thursday route
 - Next week Monday route will be picked up with Tuesday route
2. Interviews start next week for temp summer help job positions
3. Garbage is going well. Need to mention that when renting a dumpster there are certain items that **can not** be put in dumpster including appliances, sheet metal, concrete, tires, paint, shingles, shrubs, brush, dirt, tanks of any kind, or batteries
4. Have a few water leaks that the guys jumped right on and got everything taken care of quickly
5. Keeping up with flowers, mowing, weed eating
6. Patching pot holes
7. Had to work on the street sweeper but is now up and running and we currently have it out cleaning up the streets
8. Recommend cutting 3 trees down by the Ferry Landing that are rotten and could potentially be a danger

WEB MASTER REPORT

- Complete overhaul & updating of website for ADA compliance
- Easier interface to use on the backend
- Much easier for all to navigate
- Will auto populate to social media
- Excellent document control components
- Will allow reservations to be paid online
- Less time to manage

CAMPGROUND & MARINA

- 1 short term campsite (#11) is available
- 9 of 20 boat slips are available
- Boat launch was extended but still waiting for testing by the fire dept
- Additional campsites proved to be too costly

VETERAN'S PARK

- The story walk has been updated for May the book is appropriately, Memorial Day by Emma Carlson Berne
- City maintenance plans for the installation of the shade structure they have been short handed

ANNEX & GREENHOUSE

- Greenhouse is nearly empty
- Approximately 1500 plants went into the ground
- BOPARC meets monthly at the annex the first Monday of at 6pm. Please join them on 6 July!

RAVENSWOOD MUNICIPAL POOL

- Fully staffed & open for the summer
- Can now accept many types of payment (tap, cards, etc.)
- Lessons may be offered later this summer after assessment of staff

RIVERFRONT PARK

- LOTS OF FLOWERS
- Addi will update cabin status and Vet park memorial

AND THANK YOU COUNCIL MEMBER KOON FOR YOUR HELP AND ATTENDANCE AT THE JUNE MEETING



- First, I am pleased to report that the Save the Sayre Cabin campaign continues to make tremendous progress. Through a combination of grants and community donations, we have now raised approximately \$56,300 toward the restoration project. The response from the community has been incredibly encouraging, and it has been wonderful to see so many individuals, businesses, and organizations come together to help preserve this important piece of Ravenswood's history.
- As we move closer to our fundraising goal, we are also looking ahead to the cabin's long-term future. Any funds raised beyond the amount required for the current restoration work will be invested directly back into the site through additional preventative preservation measures and improved signage that recognizes the many community members whose generosity made this project possible.
- I also would like to give an update on the work that Katrena and I have been doing in Veterans Park. Together, we have been working on the military tribute monument being developed as part of America's 250th anniversary commemoration. The monument will feature life-sized aluminum silhouettes of service members standing before a flowing American flag, with the inscription, "Honoring All Who Have Served." Designed to be both visually striking and meaningful, the monument will serve as a permanent tribute to the men and women who have served our nation.
- This project continues to move forward thanks to the support of several local partners. The design was developed in partnership with local educator Rachelle Bennett. Constellium has generously agreed to donate the aluminum materials for the monument, and CNC Syndicate has volunteered its time and expertise to assist with fabrication.
- What excites me most about this project is that it is about more than a monument. We are working to create spaces within Veterans Park that encourage reflection, remembrance, and community engagement. We want veterans and their families to feel that this is a place where their service is recognized and valued. The monument will help strengthen

that sense of place while creating a meaningful feature that residents and visitors can enjoy for generations to come.

- Finally, I recently had the opportunity to visit a local framing shop to discuss preservation and display options for several museum pieces. I would like to extend a special thank you to Steve Cogar for sharing his knowledge and expertise. His willingness to offer guidance and assistance is greatly appreciated and serves as another reminder of the strong community support that helps make our work possible.