

**MINUTES OF THE MEETING OF THE CHARTER REVIEW COMMISSION
OF THE CITY OF NORTH OLMSTED
MARCH 11, 2015**

Present: Commission members Brake, Gareau, Neuzil, Seelie, Smith, Spiezio and Tallon

Also Present: Director of Law Gareau and Clerk of Council Gallo

The meeting was called to order at 6:03 p.m.

Mayor Kennedy swore in the members of the Charter Review Commission with the exception of member Tallon, who was sworn in after the meeting.

Gallo distributed copies of the Charter, Operating Policies and Procedures and the 2005 and 2010 Charter Review Commission Recommendations.

Law Director Gareau advised the Commission that the first order of business would be to elect a Chairperson.

Gareau asked that each member introduce themselves before voting for a Chairperson. Gareau introduced himself and said he has been practicing law for 48 years. He was the North Olmsted Law Director for 28 years, Strongsville Assistant Law Director for 4 years and the Village of Linndale Solicitor for 6 years. He is familiar with the procedure and many of the Ordinances that were adopted that he prepared. He was on the Charter Review Commission in 2005 and in 2010. In 2010, they reviewed and sent numerous amendments to city Council to be voted upon and placed on the ballot. He has lived in North Olmsted since he was 12 years old. Smith said he is the owner of Joe D's printing in North Olmsted for 32 years. He has been a North Olmsted resident since 1996, and his children went to North Olmsted schools. He was also a member of the 2010 Charter Review Commission. He served for about 5 months as an at-Large Council member in 2014. Spiezio said he grew up in North Olmsted and was a 1988 graduate of North Olmsted High School. He and his wife have owned a home in the city for over 14 years. For the past 9 years, he has worked for the Federal Reserve Bank of Cleveland in the bank operations specifically related to budgeting, expense forecasting and cost accounting. Although this role on the Commission is new to him, this is something he has an interest in and he is happy to serve. Neuzil said he is a retired teacher from North Olmsted, and he taught for 38 years and coached for 24 years. He has lived in North Olmsted for 17 years. He used to teach government, and it will be interesting to see the inner workings of government. Seelie said he has been a resident of North Olmsted since 1992 and has 4 children. This is new to him, but when he was asked he wholeheartedly jumped into doing this. His brother was the longest running Council President in Lakewood for 20 years, and he attended meetings while he was there. He looks forward to working with everybody. Brake said he and his wife have 3 children and have lived in North Olmsted for 28 years after growing up in Olmsted Falls. He is a retired iron and steel executive working with LTV/ISG. He ran Mittal Steel's U.S. operations out of Chicago for a number of years and retired out of Cleveland Cliffs in 2012. He currently is the Chairman of the North Olmsted Arts Commission and an adjunct professor at Baldwin-Wallace University in the MBA program teaching Operations Management and

Entrepreneurship. He is an electrical engineer and is currently pursuing his PhD at Case Western Reserve University. He was grateful to be asked to serve on the Charter Review Commission.

The floor was open to accept nominations for the position of Chairman of the Charter Review Commission.

Brake nominated himself for Chairman.

Seelie nominated Gareau for Chairman.

Seeing no further nominations, roll was called by Gallo:

Seelie – Gareau

Smith – Brake

Gareau – Gareau

Spiezio – Gareau

Brake – Brake

Neuzil – Gareau

Gareau appointed Chairman of the Charter Review Commission by a vote of 4-2.

Gareau reviewed the Operating Policies and Procedures which was distributed to all of the members prior to this meeting. Brake made a motion to adopt the Operating Policies and Procedures. The motion was seconded by Smith and passed unanimously. Operating Policies and Procedures adopted 6-0.

Gareau indicated how the Charter Review Commission proceeded with their work back in 2010. Recommendations and ideas are submitted to the Commission, and then the Commission decides whether or not to forward the recommendations to City Council. There are two ways to amend the Charter – by petition of the electors (10% of those who voted at the last regular municipal election) or by Council. So, the Commission makes a recommendation to Council. If Council agrees with the recommendation, then it goes on the ballot. Many of the recommendations of the former Charter Review Commissions' have made it to the ballot. Gareau offered suggestions on how to proceed, including requesting recommendations from the Administration, etc. Mayor Kennedy indicated that he is going to have a meeting with his Directors next Tuesday to talk about any Charter recommendations since 2010. They will all be submitted to the Commission for the next meeting. Law Director Gareau indicated that Planning and Development Director Wenger has already recommended a merger of the Board of Building Code Appeals and the Board of Zoning Appeals. Gallo indicated to the Commission that Director Wenger's recommendation is included with their materials that were distributed at the start of the meeting. Law Director Gareau indicated that the Charter says within 6 months of the first meeting, the Commission will have their report for City Council. This does not mean the Commission has to take 6 months to review the Charter. This also does not mean that any adopted recommendations be placed on the very next ballot. Gareau said any Charter amendments have to be presented to the Board of Elections no later than 60 days prior to the general election, which would be the beginning of September. If the Commission is going to be working on this, they would probably like

to see the fruits of their labor at least presented to the electors in order to have it voted on instead of waiting until a primary election where there are less people voting. Gareau suggested that the Commission attempt to work towards the goal of having any Charter amendments ready for the November general election. Smith suggested that the Commission members review the Charter carefully in order to have any questions ready for the next meeting. If there is a topic or something of interest to more than one member, a subcommittee can be formed to discuss ideas to bring back to the entire Commission. The easiest way to review the Charter would be to start at the beginning and work your way to the end.

Gareau explained the Mayor – Council form of government, and gave an overview of which employees are elected and appointed and how finances are governed by the Charter. Brake asked Chairman Gareau if there are any other methods, besides those mentioned so far, to get good ideas and good focus places to look within the Charter. Gareau said looking at surrounding cities' Charters has been a favored thing to do, but the Charters of Bay Village, Westlake and Rocky River are very similar in structure to North Olmsted's. The way you can determine if a particular system works is to talk to somebody in another community. There is no objection to inviting somebody from another community if they are willing to testify and talk to the Commission. During the 2010 Charter Review Commission's review period, two former Mayors gave their opinion on whether or not the North Olmsted Finance Director should be appointed or elected. Mayor Boyle gave his testimony by letter and phone and Mayor Petrigac gave her opinion. Brake said he was thinking more along the lines of operational sticking points or efficiencies. Other cities are good resources; can we make the city run better rather than reinventing the wheel? Brake asked Smith and Gareau if there were any recommendations since 2010 that were placed before the voters and defeated. He asked if that information is available. Mayor Kennedy said there were about 13 recommendations put before the voters and 11 passed. He requested that Gallo get this information for the Commission. He believes the two that failed was the one that had to do with Civil Service and the other was slotting the at-Large races. He added that all recommendations that were submitted to Council in 2010 were placed on the ballot. Brake asked what the meeting schedule looks like. Gareau said he would like to come up with an agenda and schedule meetings based on that.

Tallon arrived and introduced himself to the Commission. He has been a North Olmsted resident for 40 years. He served on Council, the Planning Commission and the Board of Zoning Appeals. Mayor Kennedy said he would swear Tallon in after the meeting. The Commission briefly introduced themselves to Tallon.

Smith asked that notification be placed on the website so that the public knows the Commission is in session and that the public can submit recommendations. Mayor Kennedy suggested that the Commission review the minutes of the 2010 Charter Review Commission which are posted on the website. Brake said he was wondering whether they would crawl through each component of the Charter or if there are specific focus points to be considered or a mixture of both. He looked at the 2010 minutes on the website and it was hard to tell from where the ideas, suggestions or focus came. Gareau said it's a mixture of both, but he would hope that they wouldn't have to painstakingly go through each item again. Brake asked if the Commission solicits Council for

recommendations or if Council submits their recommendations to the Commission. Gareau said Council should be invited to submit recommendations. Clerk Gallo asked Chairman Gareau when the Commission would like to schedule meeting dates. Gareau suggested that the Commission schedule meeting dates at their next meeting on March 25th. Brake suggested the Commission propose a template; meet every other Wednesday until the end of April. Gareau said the Commission can use that as a template subject to change.

Gareau reminded the Commission that a Vice-Chairman and Secretary have to be appointed.

Gareau opened the floor to accept nominations for the position of Vice-Chairman of the Charter Review Commission.

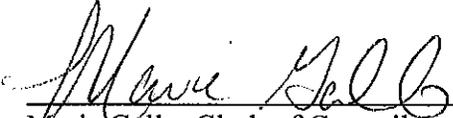
Smith nominated Brake for the position of Vice-Chairman of the Charter Review Commission. Seeing no other nominations, Gareau asked for a unanimous vote for Brake as Vice-Chairman. Brake appointed Vice-Chairman of the Charter Review Commission by a vote of 7-0.

Gareau opened the floor to accept nominations for the position of Secretary of the Charter Review Commission.

Seelie nominated Smith for the position of Secretary of the Charter Review Commission. Seeing no other nominations, Gareau asked for a unanimous vote for Smith as Secretary. Smith appointed Secretary of the Charter Review Commission by a vote of 7-0.

The Commission unanimously approved a tentative meeting schedule of every other Wednesday after March 25th at 7:00 p.m.

With no other business before the Charter Review Commission, Chairman Gareau adjourned the meeting at 6:51 p.m.


Marie Gallo, Clerk of Council


Tim Smith, Secretary to the Charter Review Commission