

**MINUTES OF THE MEETING OF THE CHARTER REVIEW COMMISSION  
OF THE CITY OF NORTH OLMSTED  
FEBRUARY 18, 2020**

Present: Commission members Free, Hammer, Haug, Roshetko, Sturgeon, Supan and Welch

Also Present: Mayor Kennedy, Councilwoman Hemann, Councilman Kelly, Director of Law Gareau and Clerk of Council Massarolo

The meeting was called to order at 5:45 p.m.

Director Gareau welcomed everyone to the Charter Review Commission and asked everyone to briefly introduce themselves.

Mr. Free said he was an Engineer and resident of North Olmsted since 1999. Mr. Haug said he was Director of Purchasing for Monument Chemical. He said he grew up on Sherwood Drive and moved back to the city in 2011. Ms. Welch said she has been a resident for 20 years and is in a third career right now. She is currently a School Librarian at St. Brendan's school. Ms. Roshetko said she has lived here for 28 years and taught at Central Lutheran for 23 years. Mr. Sturgeon said he has lived in Ward II his entire life and that he has had his own plumbing company for 37 years. Ms. Supan said she has been a resident for seven years and is a Budget Analyst for University Hospitals. Mr. Hammer said he has lived here since 2002 and is an Audit Strategist for Key Bank.

Director Gareau said the goal of the evening was to give a basic introduction to what the Charter Review Commission does. He said the Commission would choose amongst themselves a Chairperson and Vice Chair.

Director Gareau swore in all the Members.

The Clerk of Council provided several materials to the Commission, including a copy of the City Charter.

Director Gareau talked about how the City of North Olmsted was organized. He said the City is a Charter Community and has local self-governance. He said the Charter is the Constitution for the City. He discussed the ways the Charter could be amended and how the City is organized. Director Gareau said the Charter has been amended multiple times over the past 60 years. He said there will be issues this Commission will find and will want to bring up and discuss. He also said they will likely get recommendations from the Mayor, Council and the public. As an example of a change to the Charter, Director Gareau said when Mayor Kennedy became Mayor he asked to remove mandatory directors. This gave him the freedom to eliminate positions he felt were unnecessary. He gave several other examples of past changes. He said for each of these scenarios each member of this commission plays a role. It is researched, discussed and recommendations are made by each of you. When you are finished with the process the Commission will write a report with its recommendations to Council. If Council approves it, it goes on the ballot and the residents vote. He said the role of the Commission is to be the clearinghouse of ideas.

Mr. Hammer asked if previous Commissions have gone systematically through the Charter. Director Gareau said they usually go systematically through it. He said there has been a lot of good vetting. He gave an example of how elected offices used to be two years and at some point in the 1970's it was determined it was better to be four year terms. Director Gareau said you can go through the Charter and see when each section was last amended.

Mr. Sturgeon asked if most of the changes in the past were recommended by the Mayor or Council. Director Gareau said he can't speak for the origin of the changes in the past.

A question was asked about the difference between an ordinance and an amendment. Director Gareau said no ordinance can contradict what is in the Charter. The Charter is supreme to the ordinances, the State Constitution may trump the Charter at times and the Constitution of the United States trumps it all. He said when he speaks of ordinances in this context, Council can only act on ordinance and resolutions. So when the Commission makes recommendations to Council those recommendations will be put into ordinance form by the Department of Law.

Mr. Hammer asked if ideas should be included in the report even if the Commission does not vote to recommend. Director Gareau said the minutes of the meeting will reflect what took place so the report should just be limited to what was voted on.

Mr. Hammer asked if Council gave a proposed amendment to the Commission and the Commission votes to not recommend it, can Council put it on the ballot anyway. Director Gareau said not through this process per se.

Ms. Roshetko asked if Council can veto it. Director Gareau said whatever you send to Council must be approved by them to go on the ballot. Director Gareau said if all seven of you said you did not like this, but Council still wanted to move forward they technically could, but they would have some good polling data that this might not be a good idea.

A question was asked how the prior minutes would be accessible to the current members. Clerk Massarolo said the ones from 2015 are on-line and that he would e-mail copies of them to the Commission.

Director Gareau said the minutes would be good to look at. One of you will run the meeting as the Chairperson and the Commission can setup the agenda how they see fit. He said it isn't as confusing as it sounds. The goal today is to just talk about what the Commission will be doing and at the next meeting you will determine how you want to operate.

A question was asked about what is next. Director Gareau recommended everyone read the Charter carefully if they haven't already and look at any additional materials given to them.

Director Gareau recommended they pick a date for the next meeting.

Mr. Sturgeon said he knows Council uses this room on Tuesdays. Director Gareau said you'd have to be out of this room by 7:30 p.m. Councilman Kelly said Caucus is usually at 7:30 p.m. on nights there is a Council meeting and on Tuesday's with no Council meeting 7:00 p.m. is when committees typically start.

It was asked if Tuesdays would be recommended because almost everyone from the Administration and Council would already be at City Hall. Another commission member said this Tuesday was picked because Clerk Massarolo polled everybody and this was the best date for the initial meeting. Mayor Kennedy asked if this time worked for everybody. After further discussion, Councilman Glassburn said Council would most likely be willing to shift their committee meetings to Council Chambers if the Commission wishes to meet on Tuesday's. Discussion ensued about how long meetings should last, when they should start and what day might work best.

A question was asked about frequency of meetings. Councilman Kelly said when he was on Charter Review in 2005, the Commission met weekly. Councilman Glassburn said it looked like 2010 met 10 or 12 times and 2015 only meet four or five times. There was more discussion about if they have to set how many meetings they will have or if it can be flexible. Director Gareau recommended the next meeting date should be set now and at that meeting you should get organized and set some more meeting dates.

There was a question if another room could be used and if it was mandatory the meeting be recorded. Mayor Kennedy said everyone has a recording device nowadays so the room shouldn't be a major concern. More discussion ensued about the date and time that worked for each member. The committee determined that Thursday, February 27 at 7:00 p.m. would work for everyone.

Director Gareau reminded everyone this is a public body and is subjected to open meeting laws and regulations. He told everyone to refrain from discussion about the Charter with each other outside of these public meetings. Director Gareau said if you want to discuss with one other member that is fine, the problem is when you get into a majority. He said it is just best to stick with the idea your discussions about the Charter should be limited to these meetings. He said another concern is e-mail groups so he would not recommend e-mailing something to the entire group.

A question was asked if Mr. Glassburn served as the overall chair of this. Councilwoman Hemann said there are different committees on Council. She said Mr. Glassburn is the Chair of the committee on Council that was responsible for the interview process.

Mr. Sturgeon asked if the Director of Law or someone else from the City would be at all of the meetings in case the Commission ran into a stumbling block. Director Gareau said he planned to be at most, if not all of the meetings. The Mayor also said he will be at most of the meetings as well. Director Gareau said he is just here as a resource. He might give some ideas but it is the Commissions job to determine how they want to do things.

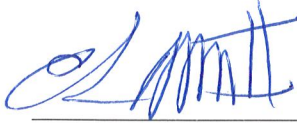
A question was asked at what point the Commission could expect to start seeing recommendations from the administration. Director Gareau responded, it could start right

now. Mayor Kennedy said as early as the next meeting, he would pull up his file and have sent what was done in 2005, 2010 and 2015. Director Gareau said the Commission will start to see ideas come through.

There was a discussion about how the Charter Review amendment happened around the Directors in 2010.

It was confirmed the next meeting would be on February 27 at 7:00 p.m.

With no other business before the Charter Review Commission, Director of Law Gareau adjourned the meeting at 6:52 p.m.



Charles Massarolo II, Clerk of Council



Jeff Sturgeon, Chair to the Charter Review Commission