

CITY OF CHARDON CHARTER REVIEW COMMITTEE MEETING

Meeting Minutes

April 17, 2018

Charter Review Committee Members present:

Debbie Chuha, Councilman
Chris Dussing
Bob Landies
Nancy McArthur, Chairman
Victoria Nicholas
Tom Nolfi

Ramona Saikaly
Hannah Sekas, Vice Chairman
Mary Jo Stark
Karen Sweet

Members Absent:

Heather Huff
Todd Lester

Also Present:

Jim Gillette, Law Director
Dave Lelko, Councilman
Mike McArthur

Rebecca Repasky, Secretary
Randy Sharpe, City Manager

Mrs. McArthur called the meeting to order at 6:30 p.m. The Pledge of Allegiance was said. Roll was called.

Mrs. McArthur had two (2) corrections. Mrs. Chuha made a motion to accept the April 3, 2018 minutes. It was seconded by Mrs. Sekas. The vote carried 10-0.

OLD BUSINESS

Mrs. McArthur reviewed the previous meetings questions. She provided the Committee with the City of Mentor's and the City of Hudson's qualifications to run for office and its Charter Review Committee responsibilities. She asked for discussion on running for office qualifications to wait until the Committee reviews Section 9.02.

Mrs. McArthur said to receive a full year's credit in OPERS, one would have to earn \$660 per month; and the part-time calculation is gross earning divided by \$660 x .083.

No action was needed for removing the position of Mayor to only having the position of President of Council.

REVIEW OF ARTICLES IV-VII

Mrs. McArthur said the City's Department Heads reviewed their sections and have no recommendations.

Article 4.01 – no changes.

Article 4.02 – no changes.

Article 5.01 – no changes.

Article 5.02 – no changes.

Article 5.03

Mr. Dussing commented this section appears to be open-ended because there is no definitive time limit to absence. He asked if there is an actual time limit.

Mr. Gillette explained Council can make a determination the City Manager is no longer able to fulfill his or her responsibilities and has the ability to appoint a new City Manager. Mrs. Stark said there is short-term disability and FMLA in place for employees. Mrs. Nicholas said there is also long-term disability. Mr. Gillette said the City Manager would have to exhaust all sick time, vacation time and FMLA weeks (which is 12 weeks), before a new City Manager is appointed. Mr. Nolfi made the suggestion to leave the Charter for Section 5.03 as it reads.

Mrs. Nicholas clarified there is no residency requirements for the City Manager. Mr. Gillette said no because the Ohio Supreme Court has ruled that illegal to enforce.

Mrs. McArthur asked for the typographical errors on page 14 to be corrected.

Article 6.01

Mrs. McArthur explained the Chardon Fire Department is contracted with the City. Mrs. Saikaly asked for clarification since the word 'volunteer' is used and it is not a volunteer fire department. Mr. Gillette said it is no longer a volunteer fire department. He said he does not recommend removing the word 'volunteer' from the Charter; but he will review the actual and current name for the Chardon Fire Department with the State of Ohio. Mr. Dussing suggested using the name on the signed contract with the City.

Article 6.02

Mr. Gillette said he is an employee of the City and contracts for additional services.

Article 6.03 – no changes.

Article 6.04 – no changes.

Article 6.05 – no changes.

Article 6.06 – no changes.

Article 6.07 – no changes.

Article 6.08

The Committee continued discussion on removing the word 'volunteer' before Fire Department. Mr. Sharpe asked if the word 'volunteer' was removed, will it still have to go onto the November ballot. Mr. Gillette said yes. Mr. Gillette suggested making it a Codified Ordinance change.

Article 7.01

Mrs. McArthur held a discussion on requiring attendance for Board and Commission members. Mrs. Sweet asked if attendance has been abused in the past. Mrs. McArthur said one (1) commission had an issue. Mr. Gillette said yes, but that resolved itself and the individual resigned. He said some members leave for extended periods of time to go to Florida, for example.

Mrs. Sweet suggested putting in the Charter a member cannot miss a certain amount of meetings. Mrs. Nicholas agreed. Mrs. Stark said there should be a set number for Commissions. Mr. Sharpe said currently, Council members are not permitted to miss more than three (3) meetings. Mr. Gillette explained Boards and Commissions can set their own policies for attendance.

Mrs. Saikaly asked if the Board of Zoning Appeals was replaced and merged with Planning Commission. Mrs. McArthur said yes.

Article 7.02

Mrs. McArthur opened discussion on offering a stipend to certain Commission members because of the responsibilities it requires. Mrs. McArthur shared the City of Mentor pays their Planning Commission members \$50 per meeting.

Mrs. Nicholas agreed to the suggestion of paying a stipend with attendance requirements included. Mrs. Sekas suggested making the attendance a percentage for the entire year.

Mr. Dussing said the City of Mentor is a larger City that can offer more money and that may not be suitable for the City of Chardon. Mrs. Sweet suggested \$20 or \$25 per meeting.

Mrs. McArthur asked for consideration of paying the Parks and Recreation Board members. Mr. Nolfi asked what the suggested costs would do to the City budget, and if filling certain Boards and Commissions were an issue. Mr. Sharpe said Planning Commission has not been an issue to fill. Mrs. Nicholas suggested reviewing the City's finances first before deciding.

Mrs. Stark asked if there is a hierarchy of Boards and Commissions. Mr. Sharpe said no, and reviewed all Boards and Commissions.

Mrs. Chuha asked if the Charter Review Committee should be compensated. Mrs. Saikaly asked what the responsibilities of the Charter Review Committee are past the final meeting. Mr. Gillette said the Charter Review Committee members will still have responsibilities until, if any, proposed changes go to the November ballot.

Article 7.04

Mr. Sharpe said the Civil Service Commission was required by law, after becoming a City. He said the Commission oversees original appointments, promotions of current police officers, testing and proctoring exams for potential police officers.

Mrs. Sekas reviewed the suggestion of having the Civil Service Commission be the Commission to determine a pay increase for City Council members. Mr. Dussing asked if a suggested pay increase was listed in Mrs. Sekas' conference materials. She said no. Mr. Gillette suggested making this change for the Codified Ordinance, not in the City Charter.

Mr. McArthur asked why Council Member's raises do not increase along with City Staff's raises. Mr. Gillette said Council has the ability to approve Staff's wage increase because it is in the City's budget; they cannot approve their own pay increase – only for Council Members of the next term. Mr. Sharpe said it was considered as a Consumer Price Index metric in the past. Mr. Dussing said he does not think any governing body should have the ability to determine salaries. Mrs. Saikaly asked when the last wage increase was. Mrs. McArthur said 2005.

The Committee agreed the salary increase should be included in the Codified Ordinances, not the City Charter.

Article 7.05

Mr. Dussing asked if the Park and Recreation Board decides which projects will be done. Mr. Sharpe explained the Board puts together a Capital Projects list that they would like to see take place, which is then given to him. Mrs. McArthur explained any project that requires money needs Council's approval.

Article 7.07

Mrs. McArthur asked if eleven (11) members are needed for the Charter Review Committee. Mr. Gillette said it is mandatory. Mr. Gillette said if there was ever an issue in filling all positions, members of other Boards and Commissions can be appointed to serve.

ANY OTHER BUSINESS

Mrs. McArthur said she will follow up with the Board of Elections regarding qualified electors.

ADJOURN

Mrs. Nicholas made the motion to adjourn. Mrs. Sekas seconded it. The meeting was adjourned at 8:14 P.M.

Respectfully Submitted:

NANCY MCARTHUR, CHAIRMAN

Rebecca Repasky, Secretary