

**City of Norton**  
**CHARTER REVIEW COMMISSION**  
**Thursday, March 2, 2006**

The Charter Review Commission of the City of Norton, Ohio, convened for a public meeting in the Shirley L. McGuire Community Center Ballroom. Chairperson Barbara Vimont called the meeting to order at 6:10 p.m.

**ROLL CALL:**

**PRESENT:** Barbara Vimont, Gene Becker, Christopher Judge, Sue Ringkor, Megan Booth, Robert Daymut, Charles Campbell

The Charter Review Commission welcomed Mr. Charles Campbell, the seventh member of the Charter Review Commission. Chairperson Vimont explained that he was sworn in at the last Council meeting.

**I. CONSIDERATION OF MINUTES:**

The Commission reviewed the minutes from their Wednesday, February 15, 2006, meeting and Chairperson Vimont called for a motion. **Ms. Megan Booth moved to approve the minutes as submitted; seconded by Mr. Gene Becker. ROLL CALL: Ms. Booth-Yea, Mr. Becker-Yea, Mr. Christopher Judge-Yea, Ms. Sue Ringkor-Yea, Mr. Robert Daymut-Yea, Mr. Campbell-Yea. The motion passed 7-0, approving the minutes as submitted. They were signed and processed accordingly.**

**II. OLD BUSINESS:**

**A.) CRC Invitations to the Mayor and Council;**

Chairperson Vimont stated that the Secretary sent invitations to the Mayor and to Council to attend that night's meeting. She said the Secretary contacted her a few days before the meeting and informed her that the Mayor was unable to attend due to a prior commitment. None of Council was present, so Ms. Vimont asked the Secretary if she had received any response from Council. The Secretary said no. The Commission wondered if Thursday evening might be inconvenient for most people. They decided to change their regular meeting day to the first Wednesday of the month, but will keep the time at 6:00 p.m.

**III. NEW BUSINESS:**

**A.) Establishing a Work Plan:**

Chairperson Vimont stated that she reviewed 'Robert's Rules of Orders' pertaining to Commission meetings. She said that in order for a motion to pass there would have to be two-thirds majority vote. She said that there

would be no limit on debates. If, however, the discussion moves off focus from the issue at hand, or moves out of control, the Chairperson is to direct the focus back to the issue at hand and/or control order.

After discussion, the Commission decided they would need a flow chart of the Administration's Departments and asked the Secretary if one existed. She said yes, and that she would submit a copy to them. (The Secretary sent a copy via mail on 3-8-06.)

Chairperson Vimont suggested the Commission review the current Norton Charter one section at a time. Then choose the section that they felt needed the most attention.

Mr. Becker stated that throughout the Charter, the Ohio Revised Code (ORC) is referenced. He wondered if they would need to familiarize themselves with the ORC. Mr. Judge said that he works with the ORC daily and would provide the Commission with insight to particular sections when needed.

Mr. Daymut thought that it would be a good idea to request input from each Administration Department to see if anything within the Charter makes their everyday job difficult. The Commission agreed and requested that the Secretary ask each department. She said she would.

### **B.) Selecting & Prioritizing Focal Points:**

After discussion, the Commission decided to focus on four sections within the Charter as follows:

- 1.) Article V, Administrative Departments, Sections 5.04-5.09: They decided to focus on this section at their next meeting to gain understanding of how the Administration operates. Since Mr. Claude Collins, Administrative Officer, is most knowledgeable regarding the Administration Departments, Ms. Vimont requested that the Secretary invite him to their next meeting. (The Secretary sent the invitation on 3/9/06.)
- 2.) Article VI, Section 6, Boards and Commissions: The most complaints citywide are regarding the Planning Commission, The Board of Zoning and Building Appeals and the Planning Department. One of the issues they want clarified in the section on public notices. They decided to discuss this section at their May, 2006, meeting.
- 3.) Article V, Administrative Departments, Section 5.03, Board of Control: The Commission believed that item 'B. Approval of Contracts' needed to be adjusted to better facilitate the City. They decided to discuss this section at the June, 2006, meeting and perhaps invite the Finance Director.
- 4.) Article I, Names, Boundaries, Wards and Powers, Section 1.03: The Commission wanted clarification regarding the division of wards. They also decided to discuss this section at the June, 2006, meeting and invite a Councilman.

The Commission discussed a period for preparing the first draft of the revised Charter. They hoped to have the first draft ready by August, 2006. The Commission agreed to submit the revisions as separate ballot issues.

### **C.) Review of the Prior Proposed Charter:**

Ms. Vimont wondered if any of the members reviewed the proposed 2002 Norton Charter. The members said they did, and after discussion, they all agreed it was too lengthy and too wordy. They also agreed that they wanted to simplify it and make it more understandable to the public.

The Commission noticed that the proposed Charter mentioned a full-time Mayor. After discussion, they realized that a full-time Mayor was not necessary for Norton. They also realized that many of the issues in the proposed Charter were not relevant at this time.

**D.) Local Cities' Charters:**

The Secretary presented charters from two other local cities for the Commission's review. They requested the Secretary also check into the City of Green's Charter; she said she would.

**ADJOURNMENT:**

Chairperson Vimont announced that the next meeting is scheduled for Wednesday, April 5, 2006, at 6:00 p.m. With no further business coming before the Commission, Chairperson Vimont adjourned the meeting at 7:10 p.m.

Barbara Vimont  
Charter Review Commission ~~Chair V. Chair~~

Gene C. Becker  
Charter Review Commission ~~V.-Chair/Member~~

4-5-06  
Date

**CITY OF NORTON, OHIO  
CHARTER REVIEW COMMISSION  
ATTENDANCE RECORD**

The following members were present at the Hearing of the Board of Building & Zoning Appeals,

Held on: Thursday, March 2, 2006

Barbara Vimont	<u>Barbara Vimont</u>
Gene Becker	<u>Gene Becker</u>
Christopher Judge	<u>[Signature]</u>
Sue Ringkor	<u>[Signature]</u>
Charles Campbell	<u>Charles Campbell</u>
Megan Booth	<u>Megan Booth</u>
Robert Daymut	<u>Robert Daymut</u>

Signed Cynthia J. Hughes  
Stenographer

**Distribution: Mayor  
CRC Files**

BZA.Attendance(Members & Audience)  
Created: 6/00