



**City of Norton**  
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## **CHARTER REVIEW COMMISSION**

### **Wednesday, March 9, 2011**

The Charter Review Commission of the City of Norton, Ohio, convened for a public meeting in Norton City Council Chambers. The meeting was called to order at 7:00 pm.

#### **I. Attendance:**

- A. Present:** Shannon Barker, Gayle Brenner, Ron Clawson, Mary Ann Driscoll, Jim Pekarek, and Ron Schaffer
- B. Absent:** Bill Conte

#### **II. Organize Commission:**

The Commission members went around the table talking a little about themselves so everyone could get acquainted. Mr. Clawson nominated the following positions, they were seconded by Mr. Schaffer, and all voted in favor:

- Chairperson – Jim Pekarek
- Vice-Chairperson – Gayle Brenner
- Stenographer – Mary Ann Driscoll

The Commission discussed the possibility of designating an alternate member with no voting rights. The alternate would attend all the meetings and follow along with the Commission's review of the Charter. The alternate would be available to join the Commission in the event a current member would need to resign. After discussion, it was decided that an alternate is not necessary since only four members are needed for a quorum.

#### **III. Schedule for Meetings:**

The Commission decided to meet once per month on Wednesdays in Norton City Council Chambers. The meetings will be held at 8:00pm and last no longer than two (2) hours. Any adjustments to the dates or times will be made by email. If any members cannot make it to the meeting, the member should contact Chairperson Pekarek.

The next meeting is scheduled for Wednesday, April 20, 2011 at 8:00pm in the Norton City Council Chambers.

#### **IV. Set Procedures and Rules of the Commission:**

The Commission is limited in the time available to review and recommend changes to the Charter. The Commission discussed options to manage public comments and still maintain the time needed to review the potential changes to the Charter. It was decided that all questions and comments from the public should be submitted in writing one (1) week prior to the meeting. This will permit the members to review the public comments prior to the next meeting and be prepared to discuss them. In accordance with Chapter II of the Ohio Open Meetings Act, the public must be permitted to attend and observe the meeting but they do not have the right to speak at the meeting. Mr. Schaffer made a motion to prohibit the public from speaking at the meetings and request they submit comments and suggestions in written form. The motion was seconded by Vice-Chairperson Brenner. All voted in favor.

**V. Set Agenda:**

At the next meeting, the Commission will review and discuss Articles I through IV of the Charter. All members will review these sections prior to the meeting and come prepared to discuss any potential changes.

**VI. Discuss Charter:**

The Commission started to discuss the Charter. Mrs. Barker mentioned that there are some archaic practices outlined in the Charter. The Commission discussed how those items should be updated during this process.

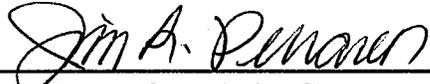
Mr. Clawson mentioned that it appears there aren't many items that need to be revised in the Charter. It was suggested that it may be possible to review the Charter in two parts. Since Articles I through IV are rather short in length, the Commission will try to discuss any potential changes in these Articles at the next meeting.

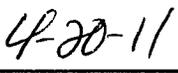
**VII. Adjournment:**

Chairperson Pekarek adjourned the meeting at 8:00 pm.

**Respectfully Submitted by:**

**Mary Ann Driscoll - Stenographer**

  
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Charter Review Commission Chairperson

  
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Date

  
\_\_\_\_\_  
Charter Review Commission Vice-Chairperson

  
\_\_\_\_\_  
Date