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CHARTER REVIEW COMMMISSION
Wednesday, April 20, 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 8:04 pm.

I. **Attendance:**

A. **Present:** Shannon Barker, Gayle Brenner, Mary Ann Driscoll, Jim Pekarek, and Ron Schaffer

B. **Absent:** Ron Clawson and Bill Conte

C. **Public Attendees:** Ken Braman, Don Nicolard, and Rick Ryland

II. **Consideration of Minutes:**

Vice-Chairperson Brenner made a motion to approve the meeting minutes from the March 9, 2011 meeting. Mr. Schaffer seconded the motion and all voted in favor. The minutes were signed by the Chairperson and Vice-Chairperson. Vice-Chairperson Brenner will provide a copy of the signed minutes to the Clerk of Council.

III. **Old Business:**

Vice-Chairperson Brenner made a motion to skip the old business item since there were no items to discuss. Mrs. Barker seconded the motion and all voted in favor.

IV. **New Business:**

A. **Review Articles I – IV of the Charter:**

1. **Article I:** The Commission briefly discussed this Article and determined that there was nothing to revise in this section of the Charter.

2. **Article II:** The Commission briefly discussed this Article and determined that there was nothing to revise in this section of the Charter.

3. **Article III:**

a. **Section 3.04** – Mr. Schaffer requested to discuss this section of the Charter. Mr. Schaffer asked the Commission to consider limiting the offices of Council President and Vice President to two consecutive terms. Once the two terms were served, that Council Member would be required to abstain from the office of President or Vice President for one year. Mr. Schaffer presented the Commission with a summary of the Council Members that held the President and Vice President offices from 2007 to present. Chairperson Pekarek suggested that this item be tabled until the next meeting for continued discussion. All agreed.

b. **Section 3.06** – Although not present, Mr. Clawson provided a written recommendation for this section. The Commission discussed the removal of the "same party affiliation" from this section of the Charter since the City is now non-partisan. A motion was made to recommend this modification

to Council by Mrs. Driscoll and seconded by Mr. Schaffer. All voted in favor. Mr. Ryland provided a draft ordinance for the modification. If the members of the Commission approve, Mr. Ryland can present the Commission's recommendation to Council.

c. **Section 3.13** – The Commission reviewed the comments provided by Mr. Clawson on special meeting notification. All members in attendance agreed that 12 hours notice is sufficient given the fact that the Mayor and Council positions are part-time. The Commission also discussed the method of notification for special meetings. The Clerk of Council provided a written suggestion regarding notifications for special meetings. Vice-Chairperson Brenner suggested there must be a better way to serve the official notice for a special meeting other than by police officer. The possible use of electronic means for notification was discussed. Mrs. Barker questioned the legality of a notice via telephone call, fax, or email. Following discussion, the Commission decided that notice of a special meeting can be made via telephone call, fax or email. The notice may also be hand delivered by a person designated by a City Official if there is no other means to verify the notice was delivered and received. All voted in favor.

4. **Article IV, Section 4.02:** Mr. Clawson recommended the removal of the residency clause for the Administrative Officer. The Commission discussed concerns about the possibility of having someone from the far reaches of Summit County attending to the needs of the City. Following the discussion, the Commission decided to recommend the residency clause be modified to permit the Administrative Officer to reside within Summit County. All voted in favor.

B. Review of comments from the public:

1. There were no written comments from the public to discuss.

2. Mr. Nicolard and Mr. Ryland recommended a review of Mayor and Council salaries be conducted. Mr. Nicolard suggested that the salaries be adjusted so the minimum compensation is enough to qualify them to receive a pension contribution. Chairperson Pekarek requested the Council Clerk research current salaries for the Mayors and Council persons of local communities. Mr. Ryland will ask the Clerk to collect this information. Mr. Ryland informed the Commission that the Mayor and Council salaries are paid out of the General Fund. Vice-Chairperson Brenner suggested that this discussion be continued under Old Business at the next meeting.

3. Mr. Ryland also provided draft ordinances for his suggestions regarding modifications to Article VI, Sections 6.02, 6.03, and 6.05. The Commission will review and discuss these recommendations during the next meeting.

4. The Clerk of Council also provided a suggestion for a modification to Article VIII, Section 8.03. The Commission will review and discuss this recommendation during the next meeting.

V. Announcements:

The next meeting will be held on Wednesday, May 25, 2011 at 8:00 pm in Council Chambers.

VI. Adjournment:
Chairperson Pekarek adjourned the meeting at 9:03 pm.

Respectfully Submitted by:

Mary Ann Driscoll - Stenographer

Jim L. Pekarek 5-25-11
Charter Review Commission Chairperson Date

Mayla R. Bressler 5.25.11
Charter Review Commission Vice-Chairperson Date