

**CHARTER COMMISSION MIUNTES**

**July 30, 2020 at 6:37 PM**

**7:00 PM**

**Call to Order:** Carrie McGlaughlin called the meeting to order at 6:37 pm.

**Charter members present**: Carrie McGlaughlin, Michael Terry, Bobbi Watkins, Mike Malone, Linda Beachy, Amy Rucker, Jim Baker(arrived at 6:46 pm), Sherry Headlee, Kerri Ferguson, Missy McCoy (arrived at 7:18 pm)

**Not Present:** Glenn Wheeler, Galen Troyer, Todd Skidmore, Tony Matessa and Darren Lee.

**Facilitators:** Catherine Cunningham and David Ingram

**Village Solicitor-** Paul LaFayette

**Village Administrator-** Nathan Cahall

**Approvals:** Ms. McGlaughlin motioned, seconded by Ms. Ferguson to approve the July 16, 2020 minutes as corrected. Eight yes votes with Ms. McCoy abstaining.

**Communications:** Ms. McGlaughlin informed the commission the charter meetings will be held via Zoom until further notice. Ms. McGlaughlin gave a quick instructional description of how the zoom will be held. After every motion, the roll call will be called.

**Old Business:**

* Discussion continued about the different forms of Government.
* Mayor-Council-Manager/Administrator
* Mr. Ingram stated in the last meeting, the commission favored the Council-Manager/ Administrator type of government. For tonight’s discussion, the commission will vote on the form of government.

**New Business:**

* Voting Topics and Subtopics
* **Mayor**- Ms. Ferguson motioned, seconded by Mr. Terry to have a Mayor. Eight yes votes and one no vote.
* **Elected vs. Appointed**- A discussion occurred regarding the Mayor’s responsibilities and powers. Currently the Mayor sets the agenda and conducts the Council meetings. Ms. Headlee motioned, seconded by Ms. Beachy to have the Mayor’s position appointed by the majority of Council. Three yes and three no votes. The motion failed due to lack of majority. Mr. Terry motioned, seconded by Ms. Watkins to separately elect a Mayor. Seven yes and two no votes.
* **Chief Executive vs. Figure Head-** Ms. Ferguson motioned, seconed by Ms. Headlee for the Mayor to serve as the figurehead for the city. Ten yes votes.
* **Voting member of the Council-** Ms**.** Rucker motioned the mayor is not a voting member of council. There was not a second. Discussion occurred regarding what a voting member of Council meant. Mr. Ingram clarified that the mayor will either have a vote among council or the mayor will be the tiebreaker if needed. Ms. Rucker motioned, seconded by Mr. Malone the mayor will only vote if a tie vote has occurred. Six yes and four no votes.
* **Council**
* **Number of members**- Ms. Ferguson motioned, seconded by Ms. McCoy to have six elected council members. Ten yes votes.
* **Election: At large vs. Ward**- Mr. Ingram mentioned council wards are usually intended for larger cities and at this time Plain City’s size does not call for the use of the ward format . Mr. Ingram suggested they revisit the topic once Plain City begins to grow. Ms. Rucker motioned, seconded by Mr. Terry for council members to be elected at large. Ten yes votes
* **City Manager/City Administrator-** Ms. Headlee motioned, seconded by Ms. Ferguson to have a City Manager. Ten yes votes. Ms. McGlaughlin confirmed that the commission’s vote was limited to keeping the position in the new form of government .
* **Appointment and Removal-** A lengthy discussion occurred regarding the hiring/firing of the City Manager. Some suggestions were council would select a candidate and interview, others suggested the mayor nominate a candidate(s) and present to the council, and another suggestion was the mayor select a candidate(s), interviews and then present the candidate(s) to the council. Ms. McGlaughlin asked the facilitator if the commission can place a more detailed description in the charter regarding the selection process. Ms. Cunningham explained, that while the charter is being created, they can put parameters in place for more defined details in the hiring process. Mr. Ingram explained the process of the Mayor nominating the candidate with the advice and consent of council. Mr. Ingram explained the mayor would go through theapplications/review resumes and select those that qualify for the position then present the candidate(s) to council to make a selection. Ms. Ferguson motioned, seconded by Ms. Watkins for city manager to be appointed and removed by Council. Ten yes votes.
* **Supervision-** Ms. Rucker motioned, seconded by Ms. Ferguson the City Manager reports to council. Ten yes votes. .
* **Executive Officers**
* **City Solicitor/Law Director-**  This position was discussed at length. There are several options such as it can be a full-time employee or operate under a contract. Ms. Ferguson motioned, seconded by Ms. Rucker to have a contract solicitor that is hired/removed by the City Manager with the consent of Council. The solicitor’s position will report to City Manager. . Ten yes votes.
* **Police Chief-** Ms. Rucker motioned, seconded by Ms. Ferguson the Police Chief will report/appointed/removed by the city manager with the consent of Council. Two yes and eight no votes Motion failed due to lack of majority. Mr. Terry mentioned having the police chief supervised/appointed/removed by Council. Ms. Rucker questioned Council’s ability to properly supervise the Chief as part-time officials.. There was a lengthy discussion around the supervision of the Police Chief’s positon. Several members expressed the concern that the City manager doesn’t have a criminal justice degree and wouldn’t be qualified to supervise. Ms. Beachy said the Police Chief doesn’t require supervision since the position is specialized and should be treated on the same level as the City Manager. Ms. Cunningham suggested some cities have a safety service director position would oversee the police and fire departments and would have specialized qualifications. Mr. Terry motioned the Police Chief is supervised/hired/ removed by Council. There was no second. Ms. Ferguson motioned, seconded by Ms. Headlee for the Police Chief to be supervised/hired/removed by the City Manager with the consent of Council. Eight yes and two no votes.
* **Fiscal Officer-** Commission discussed whether the fiscal officer should report directly to the council or the city manager. . Mr. Terry motioned, seconded by Ms. Ferguson the Fiscal Officer position is supervised/hired/removed by the City Manager with the consent of Council. Ten yes votes.

**Other discussion items:**

* The commission discussed which commission related items should be posted on the village’s website. Suggested items were: key details of the charter, both current and proposed organizational chart, and contact information. Mr. Terry will collect the information and give it to the Village Administrator for the village’s website. The commission agreed to have a charter tab on the website. Mr. Terry will work with personnel to collect the information via email.
* The next meeting will be held on Aug 6, 2020, at 6:30 pm via zoom. This meeting will be available to the public. During the meeting, the public will have an opportunity to ask questions orexpress concerns regarding the Charter Commission and the future of Plain City. The Chairperson suggested having a two minute speaking limit for guests. An agenda will be created for the meeting and the Chairperson will summarize the decisions made by the commission.The Council Clerk requested all guests and members state their full name before speaking so their comments/questions are accurately recorded.

 **Adjourn:** Ms. Rucker motioned, seconded by Mr. Malone to adjourn the meeting at 8:46pm.

Minutes submitted by Zulma Schrupp, Council Clerk