

**CHARTER COMMISSION MEETING MINUTES**

**June 18, 2020 @ 6:30 PM**

**Call to Order:** Carrie McGlaughlin called the meeting to order at 6:30pm follow by the Pledge of Allegiance.

**Charter members present:** Michael Terry, Bobbi Watkins, Darren. Lee, Galen Troyer, Mike Malone, Missy McCoy, Tony Matessa, Linda Beachy, Todd Skidmore, Jim Baker, Sherry Headlee, Kerri Ferguson, Carrie McGlaughlin, Amy Rucker, (Glenn Wheeler- absent)

**Visitors:** Nathan Cahall, Paul LaFayette, David Ingram, and Catherine Cunningham

**Old Business:**

* There will be a specific charter email address so the public can email the commission directly.
* Public input meeting dates were scheduled for July 16 & Oct 3 (dates are subject to change)

**New Business:**

Ms. McGlaughlin introduced Ms. Cunningham and Mr. Ingram from Kegler Brown & Hill. Ms. Cunningham and Mr. Ingram will provide legal assistance along with attending all charter meetings, identifying and reviewing all terms of the charter, develop timelines, submission of any ballot language and assist with drafting coordinating legislation for the submittal to village council.

* **Key points were suggested/discuss:**
* Advised the commission to avoid discussing Charter business with their personal emails, cell phones, etc. as they are subject to public records.
* The commission is entertaining the idea of holding a special election in March of 2021. The commission would like to have a draft copy of the Charter to village Council by then end of October for their review. The Charter must be submitted to the county Board of Elections 90 days prior to the election. Beginning in September the commission agreed to meet weekly to meet the end of October deadline.
* The different forms of Government were discussed. It was agreed that deciding the type of Government that is desired is first action of the commission. Therefore, at the next meeting, the commission would like to speak with the Mayor, President Pro Tem of Council, and department heads to get their input. Mr. Cahall was asked to facilitate the invite to the others.
* The Sunshine Law was reviewed and explained that it is Ohio’s public records and open meetings laws. It gives access to government meetings and records.
* The Commission decided to have a “majority rule” for voting. A member of the commission will “Motion” to agree/disagree/approve/deny. A fellow member will second the motion; following with the member roll call with Yes or No.
* Meetings will be held in Council Chambers the first and third Thursday of every Month until September and then they will meet every Thursday until the end of October. All meetings will be held at 6:30PM.
* July 2 Agenda items:
* Form of Government
* Transitioning from the current government to the new government
* Project schedules- planning and setting dates of future meeting and their topics to discuss

**Discussion of Charter Components and Incremental Approval Process by the Commission**

Finalization of Meeting Schedules and Deadline for Completion

* Committee agreed to discuss the Project Schedules and topics at next charter meeting
* Next meeting July 2 at 6:30pm
* Public input meeting rescheduled for August 6. The commission suggested a 2-minute speaking limit.

**Adjourn:** Mr. Lee motioned, seconded by Mr. Skidmore to adjourn the meeting at 8:05pm.

Minutes submitted by Zulma Schrupp, Council Clerk