## MINUTES OF CHARTER REVIEW COMMISSION MEETING February 15, 2012

Meeting start time 6:00 pm

Present:

Anita Luttrell, Annette Petranic, Donna Swigart, Marc Resnik, Orlando

Reyes, Maria Mastromatteo, Nick Dudek, Richard Bilotto, Barbara

Niemiller, Rev. Keith Jones and Alternate Robert Hudson

Absent:

Janet Young, Judith Bennett, Ralph Bates

Approval of Minutes from 2/8/12 meeting: Mr. Reyes moved to approve minutes, All ayes, minutes approved.

## **AGENDA**

## Review and Discussion of Charter Recommendation

1. Consideration of adding fulltime position for Mayor to Charter. Vacation and sick time would be specified if full time, currently Ravenna City Mayor can take vacation any time and as much sick time as needed. Fulltime Mayor would be required to work at least 40 hours a week. This would be during regular business hours and as needed. Help with wording for change to Charter could come from one of the 5 localities that are currently working with a fulltime Mayor such as Stow.

If Mayor were full time who would he/she be accountable to? Currently Council makes these decisions. Specific duties for fulltime would have to be added to Charter which include sick and vacation time. This would also include the possibility of adding recall ability to allow the public to have a say in how the Mayor is doing their job.

Does fulltime vs parttime change how well the Mayor's job is done? Majority believe no. Major concern with this was the elimination of candidates. Would someone be willing to give up a current fulltime job to work as Mayor fulltime for 4 years with out a guarantee of being re-elected? Pay schedule would also need to be increased as currently Mayor's salary is not based off of fulltime position. Would the city gain anything from changing to fulltime Mayor?

Concern brought up that if we don't change Charter to fulltime the City of Ravenna will not grow. Mayor's position is a commitment. Commitment should be fulltime. This would also allow the Mayor to act as the City's Administrator which could benefit the city also.

Vote taken by show of hands: 5 for fulltime, 6 against. Change to Charter not recommended at this time

- 2.: Changes to Departments?
- **Pg. 5** end sentence with period after <u>Charter</u> and start Page 6 with <u>The</u> capitalized to begin new paragraph.
- Pg 10. Sec 8 Conflicts of Interest needs changed to specify what Mayor can not be paid for. As written now only specifies his job as Mayor

**Pg. 11 sec. 5(a)** Safety Forces: Need to clean up time at comparable size. Adding also to sentence to specify police fire/training and <u>also</u> experience with a safety forces agency of comparable size to the City of Ravenna.

**Pg. 11 sec 5(b)** concern by Police and Fire Chief to remove top three qualified applicants from Charter. Currently they are only given these 3 applicants and believe they should be able to choose from all qualified and not be limited. Board discussed issue and decided this is for Council to decide and the Police and Fire Chief will need to take this to Council for further discussion. Decision made that this is not a Charter issue. Charter will not be changed.

**Pg 11. sec 5(b)**, addition of Mayor being able to look at all qualified applicants and having decision in hiring based off of experience. Currently does not state this in Charter.

**Pg.16 sec 6,** removal of <u>by personal service</u>, or <u>by leaving the same at their usual place of residence</u> will be removed from Charter. Concern brought up by Police Chief that they do not have the time or man power on duty to continue to do this service for Council. Board agreed that a better solution could be used to notify Council of special meetings and this did not need to be delivered by personal service or to their homes as there is not a guarantee they receive notification this way.

**Pg. 17 sec. 8** Need to define Wards and how elected. Currently all 4 wards are not stated in Charter as 1&2 alternate with 3&4. Also need to add 3<sup>rd</sup> Council at Large.

Pg. 17 sec 10., change sentence to read... The Council shall appoint a Clerk of Council

Pg. 20A and 20 B will be removed from Charter

## Discussion brought up to add.....

Code of Ethics, currently not in our Charter. This can be added to Charter or have Council do it. Need to check if it is in the State Revised Code. If not we should add it to the Charter. Consideration to have Charter Board responsible for drawing up the guidelines instead of Council. Code of Ethics should include penalities city employees vs. elected officials. More information will be obtained to discuss at future meetings.

The meeting adjourned at 8:18 PM. Next meeting scheduled for February 22, 2012 at 6:00 PM.