

MINUTES OF CHARTER REVIEW COMMISSION MEETING

March 14, 2012

Meeting start time 6:00 pm

Present: Janet Young, Judith Bennett, Anita Luttrell, Annette Petranic, Donna Swigart, Marc Resnik, Maria Mastromatteo, Nick Dudek, Barbara Niemiller, Rev. Keith Jones, new member Chip Cipriano

Absent: Orlando Reyes, Richard Billoto resigned

Guests: Service Commission members Tom Buchanan, Ron Wilson and Earl Hartung, Law Director, Frank Cimino, Fireman Marty Dicks

Few typos in the minutes from 3-7-12, Motion to approve minutes with changes by Annette Petranic, Second by Marc Resnik, motion passed

Charter Discussion and Recommendations

Mayor vs. City Manager

Discussion included fact that current Mayor took 6 week vacation and if the Mayor were full time would they have been able to do this?

Who benefits from having a City Manager?

People should have the say in who runs the city, they need their voice.

Is what the city is looking for in a Mayor now going to be available?

This topic went to Council 2 prior times during Charter Review and did not go thru.

Can Mayor have another job? as long as it is not a conflict of interest, yes

Should we add fulltime wording for Mayor position in Charter? By listing the duties in the Charter as fulltime, someone running for the position would know this is a fulltime job. If fulltime is put into the Charter it eliminates a lot of possible problems. Need some kind of wording under duties of Mayor clarifying fulltime position.

Main goal is to make sure who ever is in this position is doing what is best for the city of Ravenna.

Suggested wording:

The Mayor's office shall be in City Hall and the Mayor shall devote fulltime and full effort during business hours, and such other times as are necessary, to properly conduct the business of the Municipality.

Rev. Jones proposed motion to add above recommendation with changes to Charter

Second by Donna Swigart, motion carried

Service

Discussion on issue between Fire/Police on number of candidates they are given to choose from. Tom Buchanan let the board know that they currently give the top 10 test scores (given to candidates by Ramsey & Associates) for Fire and top 25% for Police to the Mayor. They also do the promotional exams. Most important factor to the Commission for hiring is merit. Mr. Buchanan also advised the board as to Provisional Hiring, the Commission is not always aware of these employees. There are times where

the time frame passes without the Commission giving the test and they are hired on. Chief is supposed to bring to the Commission any candidate they may have an issue with hiring, this is currently not being done. Police Chief is capable of hiring anyone from the list no matter the ranking.

Mr. Buchanan was in disagreement on if candidates pass all tests who is responsible for picking the candidates. Commission believes they are responsible and should parade eligibility list. This job should stay with the Commission and they should decide hiring based on merit.

For Police Department, the Commission would like to see candidates who score higher get hired before lower ranked candidates. Does not always happen right now. Commission would like it in the Charter under Civil Service that the Commission is responsible for giving all tests for ranking for Police/Fire positions. Commission would like to establish their authority in the Charter.

Questions to Law Director, Frank Cimino

1. Can we put fulltime position for Mayor in the Charter and do we need to specify anything under fulltime, like time, hours, vacation, etc., **Mr. Cimino agreed with the recommendation**
2. When listing immediate family under Board and Commissions, who should be listed? Do we need to specify every family member including step and in-laws? **Whatever wording is used will be governed. If you leave it out those individuals can be on Board/Commissions. Need to list everyone you want to exclude.**
3. It has been brought up to add Recall to the Charter, however a question came up that if the recall did not go thru would we have to compensate the incumbent's actual and legitimate expenses for such election or are we silent? Would this need to be put into the Charter? Do we override Ohio Revised Code? **Charter can supersede State Law unless there's a Constitutional Issue. Mr. Cimino will look into this question further and get back to board**

Fireman, Marty Dicks

Explained further testing done by Fire Department for prospective candidates to go thru which included arial ladder, blackout mask, equipment and mega code. Mr. Dicks said that the Chief and 3 Captains take all of this and try to rank candidates after all the testing is done. Fire Department has the ability to rank among the ranking.

Publication

Clerk of Council does not have access to website. Would need to discuss any changes with Bob Wain

Page 21 sec. 1 Article XVIII - Composition and Term

In January, 1982, and each five (5) years thereafter, Council shall appoint a Commission of thirteen (13) members and two (2) alternates to serve as a Charter Review Commission. The Commission shall be appointed during the first Council meeting in January of the year that the Commission is to convene and the Commission shall have its first meeting no later than the first week of February in that same year. The members and alternates shall serve without compensation. The members and alternates may not be running for local public office during his/her term on the Charter Review Commission. The Charter Review Commission may employ a secretary to keep its minutes and records. The secretary shall be compensated by Council at a reasonable rate.

Qualifications of Appointment to Boards and Commissions

Members and alternates of all appointed boards and commissions shall be qualified electors of the Municipality who hold no other office or appointment in the Municipality. Members and alternates of appointed boards and commissions may not be an immediate family member of any elected official or department head, with full disclosure of family members otherwise employed by City of Ravenna prior to appointment.

For purposes of clarification of the section, immediate family member shall be defined as spouse, domestic partner, child, step-child, sibling, half-brother, half-sister, parent, step-father, step-mother, father-in-law, mother-in-law, brother-in-law, sister-in-law, grandparent, or grandchild.

Motion to approve change to Composition and Term for recommendation to Charter by Judy Bennett, Second by Rev. Jones, motion carried

Motion to adjourn by Rev. Jones, Second by Judy Bennett

Meeting adjourned at 8:09pm, next meeting scheduled for Wednesday, March 21, 2012.