

MEETING MINUTES
CITY OF WILLOUGHBY HILLS CHARTER REVIEW COMMISSION
FEBRUARY 3, 2015

The meeting was called to order by Mayor Weger at 6:05 p.m., who administered oaths for Charter Review Commission members as follows:

Stephen Atkins, DDS	Sandra Taddeo
Andy Gardner	Tanya Taylor-Draper
Joyce Grady	W. James Walsh
Jennifer Greer	Gerald Wolanin
Judith Shrefler	

NOMINATION FOR CHAIRMAN AND VICE CHAIRMAN:

First order of business was to elect a Chairman. Jim Walsh made a motion, seconded by Joyce Grady to nominate Andy Gardner. He accepted the nomination. Andy Gardner made a motion, seconded by Steve Atkins to nominate Jim Walsh. He accepted the nomination. Additional nominations were called for three times, with no other nominations. Tanya Taylor-Draper asked Andy Gardner if there was a reason he may not want to be considered for Chairman. Andy offered that he was willing to give another member a chance at chairmanship, should they so desire, but he was happy to serve in that capacity with this Charter Review Commission. A vote was then taken: 6 AYES for Andy Gardner as Chairman (with Gardner, Walsh and Shrefler & abstaining). Andy Gardner was appointed Chairman.

Chairman Gardner then took nomination for Vice Chairman. Joyce Grady nominated Jim Walsh as Vice Chairman. Jerry Wolanin seconded the nomination. Jim Walsh accepted the nomination. Additional nominations were called for by Chairman Gardner three times, with no other nominations. A vote was then taken to appoint Jim Walsh as Vice Chair. 8 AYES for Jim Walsh (with Walsh abstaining). Jim Walsh was appointed Vice Chairman.

MEETING TIME DISCUSSION:

Chairman Gardner indicated he would like the Commission to meet twice a month, hoping to wrap up all items for November ballot no later than June 2015. All members discussed their schedules and came to the following consensus:

To meet on Mondays – Monday before the 1st Thursday and Monday before the 3rd Thursday. This would coincide nicely with Council and other Committee meetings. The following dates were then decided upon (with 7:00 p.m. being the meeting start time):

Tuesday, February 17, 2015 (Monday would have fallen on President's Day)

7 p.m. at WH Community Center

Monday, March 2, 2015 (Public Hearing for City Dept./Bds./Comm. 7 p.m. Council Chambers)

Monday, March 16, 2015 (Public Hearing for City Dept./Bds./Comm. 7 p.m. Council Chambers)

Monday, March 30, 2015 7 p.m. at WH Community Center

Monday, April 13, 2015 7 p.m. at WH Community Center

Monday, April 27, 2015 7 p.m. at WH Community Center

Monday, May 4, 2015 7 p.m. at WH Community Center

Monday, May 18, 2015 7 p.m. at WH Community Center

Monday, June 1, 2015 7 p.m. at WH Community Center

Monday, June 15, 2015 7 p.m. at WH Community Center

A vote was taken to agree on the above meeting dates. 9 AYES/0 NAYS, vote passes.

All agreed to hold the meetings at the Community Center, with the exception of the two Public Hearings, which will be held in Council Chambers. A sign will be made for the Community Center front door to advise usage of the Kitchen Entrance Door since the Library locks the building at 8 p.m. and no one is permitted entrance in the front corridor after that time for security purposes.

INPUT FROM CITY EMPLOYEES/BOARDS AND COMMISSIONS:

In compliance with City Charter Section 5.62, the Charter Review Commission has the” power and the requirement to consider the recommendations of any office, department or agency of the Municipality for changes in the Charter.” Judy Shrefler made a motion, seconded by Joyce Grady, to give Jerry Wolanin permission to solicit the City employees and its Boards and Commissions for input for potential Charter changes. A vote was taken. 9AYES/0 NAYS; MOTION PASSES. Jerry will utilize the same form he used during the last CRC session to notify the employees and Boards and Commissions of their opportunity to submit items for consideration.

PUBLIC HEARINGS:

In compliance with City Charter Section 5.62, the Charter Review Commission has the “power and the requirement to hold public hearings to consider the recommendations of any elector for changes in the Charter.” Jerry Wolanin made a motion that the Commission authorize publication of public hearing notice of the Public Hearings, seconded by Judy Shrefler. A vote was taken. 9AYES/0 NAYS; MOTION PASSES. Council Clerk will be notified to post Public Hearing dates.

NEW BUSINESS:

There was no new business. New Business portion of the meeting opened and closed at 6:40 p.m.

PUBLIC PORTION:

Public Portion opened at 6:41 p.m. The following resident spoke:

- 1) Nancy Fellows, 2812 Fowler Drive, Willoughby Hills, OH 44094
Councilwoman Fellows thanked the Commission for serving. She said there is “plenty of time now” to be helpful in reviewing the Charter.

Public Portion closed at 6:42 p.m.

PLAN:

Chairman Gardner said that as a “starting point”, he would send out the agreed Charter changes (i.e. Article IX, CRC Section and the list of other discussion points) from the last CRC sessions. He will make out a schedule to attempt to get through the old issues and any new concerns, which the Commission agreed to do in a sequential order.

FOR THE GOOD OF THE ORDER:

WH Pancake Breakfasts - March 1, 1 and 15

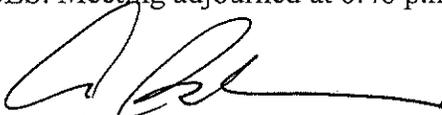
Kevin Malecek’s Oath to Lake County Commissioner, Feb. 4, 2015 at 6 p.m.

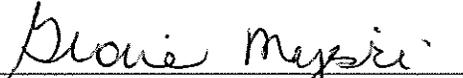
Willoughby South Reverse Raffle – Feb. 7 at La-Vera

Willoughby South Band Night at the Races – March 14 at Croatian Lodge

ADJOURNMENT:

Motion to adjourn made by Joyce Grady, seconded by Jerry Wolanin. 9AYES/0 NAYS
MOTION PASSES. Meeting adjourned at 6:48 p.m.

APPROVED:  2/17/15
Andy Gardner, Chairman Date

ATTEST: 
Gloria Majeski