



# City of Hudson, Ohio

## Meeting Minutes - Final Charter Review Commission

*Andrew R. Duff, Chair*  
*George W. Roth, Secretary*  
*Marcia W. Boote*  
*Robert M. Cain*  
*Ann Coleman*  
*Joseph Mulligan*  
*J. Randall Nye*

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Thursday, April 9, 2015

7:00 PM

Town Hall

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### 1. Call to Order

Mr. Duff called to order the meeting of the Charter Review Commission at 7:09 p.m.

### 2. Roll Call

**Present** 7 - Ms. Boote, Mr. Cain, Dr. Coleman, Mr. Duff, Mr. Mulligan, Mr. Nye, and Mr. Roth

*City Officials & Staff Present: Mr. Basil, City Council Representative; Ms. Howington, City Manager; and Mr. Hunt, City Solicitor.*

### 3. Approval of the Minutes

#### A. [15-0040](#) MINUTES OF PREVIOUS CHARTER REVIEW COMMISSION MEETINGS.

**Attachments:** [March 18, 2015 Meeting Minutes - DRAFT](#)

A motion was made by Mr. Roth, seconded by Dr. Coleman, that the minutes be approved as submitted. The motion carried by the following vote:

**Aye:** 7 - Ms. Boote, Mr. Cain, Dr. Coleman, Mr. Duff, Mr. Mulligan, Mr. Nye and Mr. Roth

### 4. Public Comments

*None.*

### 5. Discussion Items

#### A. [15-0036](#) ARTICLE V: THE MANAGER

**Attachments:** [Article V](#)

*Section 5.01, Appointment, Removal and Qualifications: Mr. Duff noted a discrepancy*

*between votes needed for removal (5) and suspension (4) and asked if the duration of a suspension could be indefinite. Discussion followed, and there was consensus among members to add a time limit for suspension, being fifteen (15) days after the public hearing (see Section 5.02).*

**Section 5.02, Removal Process:** *See Section 5.01, no additional comments.*

**Section 5.03, Powers and Duties:** *Members reviewed the current language concerning the Manager's employment actions pertaining to officers and employees not covered elsewhere in the Charter, and there was a consensus that some ambiguity existed concerning Council's ability to override the Manager. They agreed that the Manager should have full authority except as otherwise noted in the Charter.*

**Section 5.04, Vacancy:** *Mr. Duff noted that current language allows for an interim City Manager to be appointed indefinitely. Discussion followed, but members agreed that current language was sufficient.*

**Section 5.05, Acting City Manager:** *There were no comments pertaining to Section 5.05; however, Mr. Roth suggested that if the City Manager wanted to appoint an Assistant City Manager, it should require Council concurrence. Discussion followed. Ms. Howington suggested language amending Section 5.03(a), to the effect that if the City Manager elects to appoint an Assistant City Manager, that position shall be appointed subject to Council's approval. Members agreed.*

**Amendments to Article V were considered.**

**B. [15-0037](#)**

**ARTICLE VI: FINANCES**

**Attachments:** [Article VI](#)

[Proposed Changes Discussed 4-9-2015](#)

**Section 6.01, Limitation on Rate of Taxation:** *No comments.*

**Section 6.02, Tax Credit:** *No comments.*

**Section 6.03, Finance Director:** *No comments.*

**Section 6.04, Contracts and Purchasing:** *Pursuant to the Ohio Revised Code Section 9.48, Mr. Hunt suggested language regarding joint purchasing authority (see Proposed Revisions - Part 2 attached to record copy of these minutes), and there was consensus in agreement. Members also considered the City Manager's authority to purchase or contract for up to \$50,000, as permitted by State statute, but all agreed that the current level of \$25,000 was sufficient.*

**Amendments to Article VI were considered.**

**C. [15-0038](#)**

**ARTICLE VII: NOMINATIONS, ELECTIONS AND QUALIFICATIONS**

**Attachments:** [Article VII](#)

**Section 7.01, Nominations:** *Mr. Roth noted that in 2012, the filing deadline was increased from 75 to 90 days. There were no suggested changes to the current language.*

**Section 7.02, Ballots:** *No comments.*

**Section 7.03, Elections:** *No comments.*

**Section 7.04, Qualifications:** *No comments.*

**Amendments to Article VII were considered.**

**D.        [15-0039](#)**

**ARTICLE VIII: OPERATING AND STAFF DIVISIONS AND DEPARTMENTS**

**Attachments:**        [Article VIII](#)

[Proposed Changes Discussed 4-9-2015](#)

**Section 8.01, General Provisions:** *No comments.*

**Section 8.02, Division of Safety:** *Mr. Roth asked if the current language allows for appointment of a Director of Public Safety, other than the City Manager, and if so, would the appointment require Council's concurrence. It was agreed that current language does allow for appointment of a separate Director of Public Safety, and there was consensus to add language requiring Council's concurrence for such appointment.*

**Section 8.03, City Solicitor:** *No suggested changes.*

**Section 8.04, Park Board - Composition and Terms:** *Mr. Hunt provided Proposed Revisions - Part 2, a compilation of changes proposed by Council members (see list attached to record copy of these minutes). Ms. Howington explained that the proposed changes were in an effort to define the Park Board in similar terms as other Charter Boards and Commissions, eliminating the current language in Sections 8.04 and 8.05 and consolidating these matters into a new Section 8.04, Municipal Parks. Pursuant to discussion, Mr. Hunt will make revisions to the proposed language for Sections 8.04 and 8.05 for further review.*

**Section 8.05, Municipal Parks:** *Mr. Basil provided an Alternate Proposed Revision to Section 8.05 (see language attached to record copy of these minutes), and Mr. Hunt provided Proposed Revisions - Part 2, a compilation of changes proposed by Council members (see list attached to record copy of these minutes).*

*Ms. Howington explained that current language in this section could be problematic regarding budgeting, staffing, and supervision, as it conflicts with the City Manager's authority. She respectfully requested that the proposed language be recommended in order to define the Park Board's role as other advisory boards are treated in the Charter. Discussion followed, and there was consensus among members that a proposed recommendation should include language that the Park Board may recommend policy, budgeting, bonding, capitol planning, park improvements, and strategic planning to City Council. Dr. Coleman suggested that this could be a separate issue on the ballot, and others agreed.*

*Mr. Roth said that a citizen had suggested including Ellsworth Meadows, Hudson Community Education and Recreation (HCER, currently operated under Hudson City Schools), and possibly the sidewalk program in the Parks Budget. Discussion followed regarding designation of Parks property and the ability of administrative staff to consider potential consolidation of operations. Mr. Roth suggested the following language: "The Municipality shall operate and maintain public parks and public lands acquired or designated by Council **for organizations designated by Council**." Discussion followed regarding cooperation among departments and with the Schools.*

*Pursuant to discussion, Mr. Hunt will make revisions to the proposed language for Sections 8.04 and 8.05 for further review.*

*Section 8.06, Cemeteries: No suggested changes.*

*Section 8.07, Tree Commission: No suggested changes.*

*Section 8.08, Tree Commission - Powers and Duties: No suggested changes.*

**Amendments to Article VIII were considered.**

## **6. Discussion Items for Future Meetings**

*Referring to the Model City Charter, Mr. Nye asked that the Charter Review Commission discuss a Board of Ethics at a future meeting.*

**For their next meeting on April 29, 2015, Mr. Duff suggested that Commission members review Articles IX, X, and XI and, in addition, be prepared to discuss the remaining Articles if time permits. Other members agreed.**

## **7. Adjournment**

**A motion was made by Mr. Roth, seconded by Ms. Boote, that the meeting be adjourned. The motion carried by the following vote:**

**Aye:** 7 - Ms. Boote, Mr. Cain, Dr. Coleman, Mr. Duff, Mr. Mulligan, Mr. Nye and Mr. Roth

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**Andrew R. Duff, Chair**

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**George W. Roth, Secretary**

*Minutes prepared by Elizabeth Slagle, Clerk of Council.*

*Upon approval by the Charter Review Commission, this official written summary of the meeting minutes shall become a permanent record, and the official minutes shall also consist of a permanent audio and video recording.*