

Record of Proceedings

VILLAGE OF MINERVA PARK CHARTER COMMISSION

Minutes of the

January 10, 2019

Commission Meeting

Council Chairwoman Conger called the meeting to order.

Roll: Commission Chairwoman Conger, Commission Members Bell, Walsh, Wolf, Beeba, Estes, Star, Busick, Townsend, Braskett, Park-Curry, Lewis, and Allison were present.

Guests: Eric Fisher was in attendance to answer any questions we may have; and Council Member Tony Benedetti.

Minutes

- ❖ Commission Chair noted that the minutes of the January 3, 2019 meeting were not yet distributed. We will defer those till next meeting. .
- ❖ Member Park-Curry offered to take minutes of tonight's meeting in Member Harker's absence.

Action Item Updates

- ❖ Commission Member Wolf reported that none of the new commission members have email. Before the meeting this evening, Brian helped members who showed up how to get on One Drive. Commission members Bell, Townsend, Star, and Walsh were all helped. Member Wolf also asked if Member Busick had tried his email and Member Busick responded that he had not yet done that.
- ❖ Chair Conger has requested email accounts for the new members and will let us know when that happens.
- ❖ Member Wolf reported that Facebook feed and sound should all be working.
- ❖ Chair Conger followed up with Justin for use of the church for the public meeting. He indicated that the commission could use their projection equipment. Chair Conger will follow up to get details about that equipment.
- ❖ Chair Conger let Bricker and Eckler know that we would like to contract with them. Chair Conger asked Mr. Fisher what would happen next. Mr. Fisher said that it will be in the council packets for their work-session on Saturday, January 12, and they should consider it at the Monday, January 14, council meeting.
- ❖ Mayor Eisentrout will be at the Community Building Monday evening, January 12, for the council meeting and the Mayor would be available to swear in commission members; they should arrive at 6:50 pm.

Report on Council/Manager (CM) vs. Mayor/Council/Manager (MCM) form of government

- ❖ Commission Park-Curry posted and handed out a one page summary. Key points included:
 - Member Park-Curry looked at the five villages in Ohio who have the MCM form to see how their charters addressed the Mayor and duties. Those villages were Carlisle (who declares they have a Council-Manager form), Lexington, New Lexington, Newton Falls (which is now a city), and Whitehouse.
 - At minimum the Mayor's duties include being the ceremonial head, administering oaths, head of the municipality by the governor for military purposes, shall exercise judicial powers, and any other powers and duties provided by the charter

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- elected in a separate ballot, residency requirements
- presides over Council session, recognized as a member, and charter indicates if the Mayor has voting rights, veto rights, only votes in the event of a tie.
- Other duties can be specified in the charter and depending on those duties can be seen as a weak Mayor (few additional duties) or a strong Mayor (with other duties.)
- ❖ Member Lewis asked Eric Fisher if he had any knowledge as to the Mayor-Council-Manager form of government. Mr. Fisher said he did and talked about the role of the Manager and the training and expertise he/she brings.
- ❖ Member Townsend asked about the duties that are specified for the Manager. Mr. Fisher explained the different duties a Manager might have that can be specified in a charter.
- ❖ Member Braskett commented that it is important because we may need to decide if we want a Mayor or not.
- ❖ Member Estes asked about policy goals for the municipality and who sets those priorities and wanted to know Mr. Fisher's opinion. Mr. Fisher responded that at times the Mayor and Council maybe at odds with priorities
- ❖ Mr. Fisher mentioned that Powell, Worthington, and Westerville all have City Managers and they carry out council's priorities as council is the boss.
- ❖ Member Estes said that it seems these managers get traded among municipalities, they get head hunted and get snatched away.
- ❖ Mr. Fisher said he understood the worry that we would get a manager only to have that manager leave. There are different play levels and we can look at those numbers because associations like Ohio Municipal League (OML) will have that information. Mr. Fisher believes that the \$80,000 to \$90,000 range would be what we would be looking at. Managers often have Economic Development Experience. Mayors learn on the job; council member have different backgrounds; that is not the same as a manager who has experience in municipal management and managing staff.
- ❖ Member Bell asked about the possibility of a part-time manager. Mr. Fisher responded that OML has a 2017 salary survey that might be helpful.
- ❖ Member Walsh volunteered to look for information on Manager salaries.

Report on Minerva Park Ordinances describing the Mayor's Duties and Ohio Revised Code (ORC) Title VII statutes.

- ❖ Commission Member Walsh had volunteered to go through the Ordinances of the Village of Minerva Park and identify all ordinances that specify duties the Mayor has in the Village. She identified some of those duties such as carrying out fiscal duties along with the Law Director. The Mayor also appoints the Street Commissioner.
- ❖ Member Walsh referred to parts of the ORC in Chapter 7 that address duties of the Mayor such as directing the Police Chief.
- ❖ Member Walsh had gathered the information and said that she would have it better organized for the next commission meeting.

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- ❖ Member Braskett asked if council can direct the maintenance man in the Village of Minerva Park. Member Wolf pointed out that specifically the Mayor directs the Village Engineer and that the relationship for that is managed by the Mayor. Other relationships also are managed by the Mayor such as the relationship with the Law Director. Member Townsend asked if an Administrator would be the person managing those relationships instead of the Mayor.
- ❖ Member Walsh pointed out that we contract with Legal counsel. When we enter into a contract, what are the terms?
- ❖ Member Walsh will get more information out to us.

Parking Lot Items

Questions/Survey of Previous Council Members and Current Employees

- ❖ Chair Conger wanted to return to Parking Lot items before the meeting ends. She asked about the interviewing of former council members and current employees.
- ❖ Member Estes said she worked on the questionnaire and she will have Member Wolf upload it on One Drive so everyone can look at it. Member Estes read the questions. She would like people to provide feedback to her and she will make the changes.
- ❖ Chair Conger asked that everyone have feedback by next meeting.
- ❖ There was a discussion on the best way to distribute the questionnaire including sending it to people, indicating that there is a website where questions could be answered on line, as well as the ability to email back the responses indicating the question (#1, #2, etc.) to which he/she was responding.
- ❖ Member Estes asked for other suggestions and worked to integrate their recommendation into the final version.
- ❖ Member Wolf said he will make the web based form and we hope to approve the form by next meeting.

Emailed Questions to the Commission

- ❖ Chair Conger asked how we want to handle questions that are emailed to the commission during meetings we can let people know they can ask questions and we can add to the agenda a time to respond.

Public Meeting

- ❖ Chair Conger will follow up with the church and will work with Members Estes and Wolf to better define what we want that meeting to look like.
- ❖ Member Townsend asked what in one goal for the public meeting?
- ❖ It will be an information meeting and to get feedback from the community. Members Conger, Estes, and Wolf will outline what should be in the PowerPoint.

Open Discussion

- ❖ Member Lewis asked how the MI Community is being informed of what is going on. Mr. Fisher responded that the direct sales pitch packet covers many of the advantages to living in Minerva Park.
- ❖ Council Member Benedetti feels the crux of the issue is what is the Mayor responsible for. Member Braskett recommended that Mr. Benedetti put that in his survey response.

The meeting was adjourned at 8:30 pm.