

Charter Review Commission February 1, 2017 Summary Minutes

All Charter Review Commission members were present: Ron Balbier; Fran Barrett; Ronald Campbell; Carl Ethridge; Denise Folger; Dick Kistemaker; Sue Grodek; Jerry Hayes; Thomas Hites. Also present were Law Director Kevin Butler and Jill Ludwig.

The Charter Review Commission meets every 6 years.

Commission Members were provided with an agenda, a copy of the current city charter and a copy of the National Civic League Model City Charter.

Mayor Gallagher spoke briefly and welcomed the members of the Commission and thanked them for their time and taking part in the Charter Review Process.

Law Director Kevin Butler welcomed the members of the Commission. Director Butler introduced himself and explained to the members their responsibilities of serving on the Charter Review Commission. Director Butler mentioned that he is always available to the Commission. He explained that any changes must be decided upon 90 days prior to the November election. He explained that this group was now a public body and that communications of this committee were open to the public. Director Butler then suggested that members introduce themselves.

The members spoke briefly and introduced themselves.

Director Butler mentioned briefly the idea of splitting into separate groups to discuss the Charter but the commission felt it was beneficial to meet as one large group.

The establishment of future meeting times was discussed. The commission decided to meet on the 2nd and 4th Thursday of every month at 5:30pm in the conference room at city hall for the months of February, March, April, May and June.

Director Butler asked for nominations to select a Chairperson. Ron Balbier was selected as the Chairperson and Dick Kistemaker was selected as Vice Chairperson by the commission.

Chairperson Balbier presided over the meeting. He read the next item from the agenda which was Questions and Discussions. There was general discussion of some potential items to address in the current charter, and he requested that Commissioners think of items for the next meeting.

It was mentioned that the Charter Review Commission meetings are open to the public; the meeting will be posted as a Public Notice – there will also be an opportunity for any resident to voice their questions or concerns to the Committee – this will be done via the Public Notice and via the commission members. There will also be a section on the city website pertaining to the Charter Review Commission.

Director Butler also stated that any email communication pertaining to the Charter Review is subject to a Public Records Request. He also stated that 5 or more members may not get together by themselves to discuss the charter-unless in a regularly scheduled charter review meeting.

There was a request for Director Butler to provide the commission members a roster of the members names, email address, home addresses and phone numbers. Also requested was the link to the National Civic League Guide to Charter Commissions that Director Butler listed on the agenda.

Councilwoman Deb Tomusko thanked the Commission for their service.

There was an agreement to adjourn the meeting.

Ron Balbier, Chairperson



Jill Ludwig, Secretary to the Charter Review Commission


