

# CITY OF WICKLIFFE CHARTER REVIEW COMMISSION

TUESDAY, FEBRUARY 26, 2008

## Meeting Minutes

The Wickliffe Charter Review Commission held a meeting on Tuesday, February 26, 2008 in Council Chambers. The meeting was called to order at 7:10 p.m. by Chairperson Cindy Marino.

Commission Members present: Nancy Cole, James Schall, Judy Powers, Don Contenza, Cindy Marino, and Mary Ann Surtz. Joe Oboczky, Ron Ely and Cookie LoSchiavo were not in attendance.

The Commission was given a memo from Mr. Gargiulo regarding their request for a better explanation of **Article III The Council, Section 13, Emergency Ordinances and Resolutions**. Also, Sue Iafelice had copied 10 random ordinances for contracts/purchases between \$10,000 and \$25,000 for the Commission to review regarding their request to get an idea of what types of contracts would be affected by raising the dollar amount in **Article VIII Finances, Section 7 Purchases, Contracts, Public Bidding**.

Cindy Marino asked if everyone had read the minutes and asked if anyone had any corrections or additions to the minutes. She then asked for a motion to accept the minutes. Approval of the minutes for the February 12 meeting was motioned by Judy Powers and seconded by Mary Ann Surtz. All in attendance were in favor.

The group began reading through the Charter where they left off at the February 12<sup>th</sup> meeting, beginning with **Article IV. The Mayor**. Once again, using the rating system to determine importance of coming back to a section to discuss further.

### **Article IV. The Mayor**

**Article IV. Section 2. Qualifications.** Mary Ann does not agree that the Mayor has to only be a resident of Wickliffe for 1 year prior to holding office. She thinks that it should be at least 2 years.

**Article IV. Section 8. The President of Council.** Discussion began to understand this section.

### **Article V. Administrative Officers and Departments**

**Article V. Section 1. General Provisions.** Mary Ann does not think that right now Wickliffe has anyone in charge of two departments. Judy Powers stated that the Mayor is the Director of Public Safety. Judy also said that we don't have a full-time Mayor and we are the only "W" city that doesn't have a full-time Mayor.

**Article V. Section 4. Director of Public Safety.** Don Contenza mentioned it seems odd that all other people are elected by a majority vote, but for Police and Fire it takes 2/3 of Council. Jim Schall thinks this may be due to typically it may be considered political, appointing Chief of Police or Fire. Discussion began to understand this Article.

**Article V. Section 5. Director of Public Service.** Judy Powers stated that the Director of Public Service (Dan Paschke) is a very busy guy.

## **Article VI. The Civil Service Commission**

**Article VI. Section 3. Duties.** The Commission will ask Mr. Gargiulo to explain the duties of the Civil Service Commission for them. For example, who is required to take the Civil Service examination? Cindy asked Maria to ask Mr. Gargiulo to clarify this for them. Judy Powers stated that it says that nobody except the Fire Chief and the Police Chief and their departments has to take the exam. There was much discussion regarding this section.

## **Article VII. Planning Commission, Zoning Ordinance, and Board of Zoning Appeals**

**Article VII. Section 3. Funds.** Judy asked how they determine sufficient funds. At this time, this Commission doesn't feel the need to know.

**Article VII. Section 4. Mandatory Referral.** Jim explained that the Planning Commission makes the decision, then Council can overrule with 2/3 majority.

## **Article VIII. Finances**

**Article VIII. Section 2. Appropriation Ordinances.** Don Contenza and Jim Schall feel that 180 days (6 months) is a long time to allow for adoption of an ordinance for appropriations for expenditures. The Commission asked if they could get someone to explain this Section to them. Maria will ask for a better explanation.

**Article VIII. Section 3. Transfer and Balances.** Jim believes that this will restrict the use and transfer of money that has been set for something else. Again will someone please explain this to them? Maria will include this in her request with the above section. They would like a simple explanation.

**Article VIII. Section 4. Payment of Claims.** Department of Finance can ask for clarification of any claims.

At this point, Cindy asked that everyone take a moment to read through the memo from Bill Gargiulo which explains Emergency Ordinances and Resolutions.

The members present still do not believe that this was clear enough. The by-laws state that emergency situations require an explanation. Their question was not answered. Why doesn't Council explain why emergency resolutions are emergencies? But after discussion, Don Contenza noticed that the copies of the ordinances and resolutions have reasons noted on the actual ordinance and resolution. It still does not answer the question as to why the reasons are not mentioned at the Council meetings. This information is not handed out to the Public at the meetings nor is it mentioned verbally at the Council meetings. Jim thinks that this meets legal requirements but not practical requirements. Jim wonders if the Commission should consider making a minor adjustment to this Section. Cindy does not believe that is this Commission's job. Jim may want to bring it up at the Council meeting.

**Article VIII. Section 7. Purchases, Contracts, Public Bidding.** This Section will definitely be marked for further review at a later date. After looking at the information given to the

Commission, Judy can understand why Council and Mayor may want to raise this limit to \$25,000. They will look at them further before the next meeting.

Discussion began regarding the Ordinances that Sue Iafelice gave them regarding their request for the history of contracts that would be affected by raising the limit for contract bidding from \$10,000 to \$25,000. This information that was given did not sufficiently fill their request. Maria was asked by the Commission to get budgets for the last 5 years regarding this issue. Maybe they could get information on Pool Chemicals, Fertilizer or things that are used yearly (to compare inflation factor rates for each year). Maria will work with City Hall to get this information. Judy asked how has the budget increased over the last five years as compared to the cost of equipment. Jim agrees we're looking for inflationary factor. Judy takes issue with the fact that Council has to take the lowest bid because the lowest is not always the best deal. Jim believes that raising the dollar amount may eliminate this issue.

They will continue with reading at the next meeting beginning with **Article IX Taxation**.

Jim Schall motioned to adjourn at 8:35 p.m.; Mary Ann Surtz seconded. All were in favor.

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Maria Matiyasic, Secretary

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Cindy Marino, Chairperson

Next Meeting: March 11, 2008