



January 24, 2020

Meeting Notice
Charter Revision Commission
January 30, 2020
4:30 p.m.

Notice is hereby given that the Charter Revision Commission of the Village of Whitehouse, Lucas County, Ohio shall meet on Thursday, January 30, 2020 at 4:30 PM. The meeting will be held in the Village of Whitehouse Municipal Building, 6925 Providence St, Whitehouse, Ohio.

AGENDA

- I. Call to Order – 4:30 PM
- II. Attendance
 - Crystal Cahill (Term ending 12/31/22)
 - Robert Casaletta (Term ending 12/31/23)
 - Jeff Baker (Term ending 12/31/20)
 - Phil Whaley (Term ending 12/31/21)
 - Council Representative Rebecca Conklin-Kleiboemer (Term ending 12/31/23)
- III. Election of Offices of the Charter Revision Commission for 2020
 - Chairman
 - Vice Chairman
 - Secretary
- IV. Review and approval of November 7, 2019 meeting minutes
- V. Items for Discussion - Changes Identified by the Village Solicitor
 - **Article I Municipal Corporation** (Section 1.01 Name and Boundaries)
 - **Article III The Council** (Section 3.02 Qualifications, Section 3.08 Meetings, Section 3.09 Powers, Section 3.10 Meetings, and Section 3.11 Publications of Ordinances, Resolutions, and Notices)
 - **Article V Administrator** (Section 5.01 Position Created, Section 5.02 Qualifications, and Section 5.05 Powers and Duties)
 - **Article VII Departments of Finance and Taxation** (Section 7.02 Duties, Section 7.03 Commissioner of Taxation, and Section 7.04 Duties)

6925 Providence Street . PO Box 2476 . Whitehouse, Ohio 43571
Phone 419-877-5383 . Fax 419-877-5635
whitehouseoh.gov

- **Additional Article** for Public Safety Director
- **Article IX Police Department** (Section 9.01 A Police Chief and Section 9.02 Powers and Duties)
- **Article X Fire Department** (Section 10.01 A Fire Chief, Section 10.02 Powers and Duties, and Section 10.04 Right to Serve)
- **Article XII Commissions and Boards** –
 1. Add Civil Service Commission to include Sections for Composition, Term, Powers and Duties, and Interim Provisions
 2. Review the need for Section 12.06 Records Commission
 3. Review the need for Section 12.07 Fire Dependency Board
 4. Review the need for Section 12.10 Charter Revision Commission
- **Article XIII Nominations and Elections** review
- **Article XIV Initiative, Referendum and Recall** review to retain or defer to the Ohio Revised Code
- **Article XV Transitional Provisions** (Section 15.01 Officers Add Employees and Section 15.04 Effective Date of Charter)
- Spelling and Grammatical Corrections
- Review of any proposals submitted by the Mayor, Village Council, or Administration
- Review any proposals submitted by Charter Revision Commission Members

VI. Consideration of other business as appropriate pursuant to Village Charter Section 12.10(B).

VII. Adjourn

CHARTER REVISION COMMISSION, VILLAGE OF WHITEHOUSE MINUTES FROM ANNUAL MEETING HELD NOVEMBER 7, 2019

Meeting was called to order at 4:30 PM. Notice of meeting had been posted September 6, 2019.

Attendance

Commission Members:

Robert Casaletta
Jeff Baker
Phillip Whaley - Joined at 4:50
Robert Keogh (Council Representative)
Crystal Cahill - Excused Absence

Others in attendance:

Don Atkinson, Mayor
Bill May, Councilman
Jordan Daugherty, Village Administrator
Kevin Heban, Village Solicitor
Louann Artiaga, Councilwoman

Meeting minutes from September 12, 2019 reviewed and approved.

Old Business

1. Village to City Transition - The Village of Whitehouse may change from village to City status if the Village population exceeds 5,000 because of the 2020 Census. Solicitor Heban handed out a copy of the village Charter which had been redline marked for suggested changes which would bring it into compliance with State statutes, as well as other recommended changes that could be reviewed by the Commission.
2. The discussion of the potential changes to the Charter generally followed the published meeting agenda and included:
 - Strong Council vs. Strong Mayor (Commission to continue to review)
 - Publication of ordinances resolutions, and notices (Commission decided to leave unchanged at this time)
 - Creation of Civil Service Commission (new verbiage reviewed)
 - Elimination of commissioner of Taxation (tax notice and collection is being outsourced currently)
 - Residence requirement
 - Elimination of records Commission and Fire Dependency Board (these functions are handled due to ORC statutes)
 - Police Chief/Fire Chief chain of command (Commission decided to leave unchanged at this time)
 - Elimination of Section 10.04 right to serve (Commission decided to eliminate due to conflict of interest created)
 - General cleanup of procedural matters
 - Spelling and grammatical corrections
 - Section 13.03 Primary Elections (Commission decided to leave unchanged at this time)

- Article XIV Initiative Referendum and Recall (Commission decided to leave unchanged at this time)

3. The Commission members were advised to review the redline mark ups handed out in more detail on their own over the next three months and be prepared to continue discussing potential revisions and finalize recommendations to Village council at the next Commission Meeting.

4. No motion for recommending any changes to the current Charter were advanced regarding the issues discussed during the meeting and are pending final review and documentation.

New Business

1. No new business was brought to the Commission for review.
2. It was noted that both Rob Casaletta and Robert Keogh will need to be reappointed to the Commission prior to the next meeting in 2020.

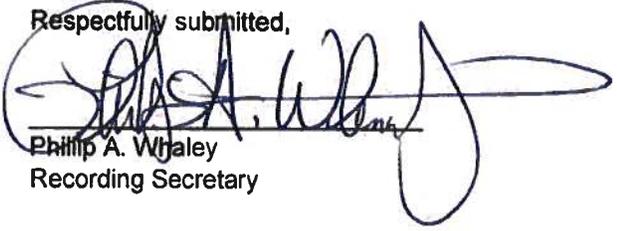
New Meeting

The Chairman noted that all agenda items had been reviewed. There being no further business to come before the Commission, it was decided to meet on Thursday, 30, 2020 at 4:30 p.m. to finalize a report to Council indicating any Charter revisions or recommendations.

Adjournment

There being no further business to come before the Commission, the Chairman called for adjournment, which was unanimously approved at 5:30 p.m.

Respectfully submitted,


Philip A. Whaley
Recording Secretary

Approved _____ by charter Revision Commission.