

**MINUTES**  
**LOUISVILLE CHARTER REVIEW COMMISSION**  
**FEBRUARY 6, 2020**  
**6:00PM**

**MEMBERS PRESENT**

Bob Nau, Chair  
Mark Sigler  
Rick Flory  
Angie Burick  
Demond Germany

**CHARTER REVIEW LEGAL REPRESENTATIVE**

William Hanna, Esq.

**CITY OFFICIALS PRESENT**

Larry Collins, City Manager  
Andy Turowski, Assistant City Manager/Police Chief  
Robert Duffrin, Law Director  
Tiffany Justice, City Clerk

**OTHERS PRESENT**

Dave Thorley

**GENERAL BACKGROUND/DUTIES OF CHARTER REVIEW COMMISSION**

Mr. Collins, City Manager thanked everyone for attending and being a part of this important commission and introduced Mr. Hanna the legal representative from Walter Haverfield Attorneys at Law that will be guiding the process. Mr. Hanna reported that most charters have a provision within the charter of a review process. The City of Louisville Charter does not have a provision for review and it has not been done since 1999. Mr. Collins reported that this is one of the reasons why it is so important to review, to bring up to date with technology and modernize the Charter. Mr. Hanna reported that this is one of the items that could be considered with the review to add provisions for a Charter review.

**TIMING CONSIDERATIONS AND MEETINGS**

Mr. Hanna explained the process of the Charter Review Committee bringing recommendations to Council. He reported that Council can't change the Charter directly, as the changes must be approved by the City's electors. Council would vote on the recommendations/changes resulting from the Charter Review process and if passed the recommendations then go the Board of Elections to put on the ballot. Once approved by Council the proposed revisions must be sent to the Board of Elections and placed upon the ballot at the next regular municipal election occurring at least 60 but not more than 120 days later, or at a Special Election. Under Ohio law proposed Charter changes must be on the ballot of a regular election which are held in

November of odd numbered years. Special elections are provided by statute. Mr. Collins stated that the Special Election in August 2020 would work best for this situation. Mr. Thorley asked who would pay to put this on as a Special Election. Mr. Collins reported that if there are other issues on the ballot during the special election that would cover the Charter Change and believes that there will be issues on that ballot.

### **SUNSHINE LAW CONSIDERATIONS; OPEN MEETINGS, MINUTES AND PUBLIC RECORDS**

Mr. Hanna reported that this commission is a public body and is subject to being open, public meetings and must have notices sent to the media and this information is public record. Mr. Hanna stated that the notice was sent regarding this meeting.

Mr. Collins reported that Ms. Justice prepared and sent the notice of meeting and prepared the agendas. Mr. Collins recommended Ms. Justice to be the secretary of the Commission since she keeps minutes and records as City Clerk.

Mr. Hanna suggested that having a secretary that is not a member of the commission is permissible and recommended.

Members unanimously agreed to have Ms. Justice as secretary.

### **SELECTION OF CHAIR AND DESIGNATION OF SECRETARY**

Mr. Collins suggested that Member Nau would make a great Chair as having the administrative position of City Manager and currently being at the Regional Planning Director. Mr. Collins also reported that members that have served on Council would also be highly qualified but have that political attachment. Mr. Collins stated that the members were chosen carefully by Council as respected members of the City, names that citizens knew and trusted.

MEMBER FLORY MOVED, SECONDED BY MEMBER SIGLER, and the motion carried to select Member Nau as Chair of the Louisville Charter Review Commission. The vote: All yea.

Ms. Justice was again unanimously confirmed the position of secretary.

Mr. Thorley called a Point of Order. Mr. Thorley reported that he received a phone call asking him to be at the meeting and was unclear if he was appointed as a member. Ms. Justice reported that at the February 3, 2020 City Council meeting that there were 5 members that were appointed, and that Council did not appoint Mr. Thorley at that time.

Mr. Collins stated that Council provided a list of individuals to nominate 5 or 7 members. Mr. Collins stated that they received the 5 names of the members appointed and that if another member is suggested and agrees that Mr. Thorley and the other member could be taken to Council for appointment.

Mr. Thorley stated that a membership of 6 could cause ties in votes. Mr. Thorley stated that he would attend the open meetings and if appointed than would agree to be a Member.

### **PROCESS; NEXT MEETING**

Member Flory stated that in order to have a Public Hearing at City Council that it needs to have First Reading the first Council meeting in May with the Public Hearing and Second Reading at the Second Reading in May.

Mr. Collins suggested every other week and questioned if Thursdays worked for all members and if an earlier time would be possible. Thursdays were agreed.

Ms. Justice suggested the first and third Thursdays of the month.

Member Germany reported that there were 5 weeks in April to have a possible third meeting for finalization.

Member Burick reported that 5:00 for future meetings after the next on February 20, 2020, she has a prior engagement.

Unanimous vote for the first and third Thursdays of the month at 5:00pm, except for February 20 at 6:00pm

Mr. Collins reported that issues reported by City staff would be discussed with Mr. Hanna and distributed to Members before the next meeting.

### **PUBLIC COMMENT**

There were no comments from the public.

The meeting was adjourned

Respectfully submitted,

Tiffany Justice,  
Secretary of Louisville Charter Review Commission