
TALLMADGE CHARTER REVIEW COMMISSION MINUTES
MONDAY, MARCH 8, 2021
7:00 PM
VIA VIDEO/TELE-CONFERENCE & LIVE-STREAM DUE TO STATE OF EMERGENCY

MEETING PROCEDURES

As permitted by House Bill 197, extended by HB 404, this meeting is being held via videoconference and/or teleconference only and will be live-streamed via a link on the city’s calendar at www.tallmadge-ohio.org and on www.youtube.com/tallmadgeohio.

Public input is invited at the beginning of the meeting. Please wait until you are recognized by the President of Council, state your name, and address so that your comments may be properly recorded and limit your remarks to a period of two (2) minutes or less. Participants must register with the Clerk of Council or through the online form by 3 pm on the day of the meeting. Staff will monitor those attending digitally to determine if there is a speaker waiting.

Written comments may be submitted to Council and must be received by 3 pm on the day of the meeting. All comments will be read into the record.

Written comments and participation registration may be submitted via:

1. Email (council@tallmadge-ohio.org)
2. Mail (46 North Avenue, Tallmadge, OH 44278)

1. **CALL TO ORDER:**
Chairperson Raber: It is now 7:01 p.m. and I would like to call to order the March 8th meeting of the Charter Review Commission. We are holding this meeting by video teleconference and live stream due to the State of Emergency as permitted by House Bill 404. I would like to go ahead and ask Mrs. Burton, if she can call the roll.
2. **ROLL CALL:** Steve Clark, Helen Fire, Bob Higham, Katie Lindhe, Serif Krkic, Megan Raber, Kimberly Sabetta, Randy Sarvis, Meghan Thompson, Mary Tricaso – all present. Ted Roy had indicated that he would be a little bit late this evening and we will note the time when he arrives.
3. **APPROVAL OF 2-22-21 MINUTES:** Meghan Thompson moved to approve the minutes. Seconded Robert Higham. Roll Call: Helen Fire, Bob Higham, Katie Lindhe, Serif Krkic, Megan Raber, Kimberly Sabetta, Randy Sarvis, Meghan Thompson, Mary Tricaso, Steve Clark – unanimous. **The 2-22-21 Charter Review Commission minutes were adopted by a vote of 10-0.**
4. **AGENDA ADDITIONS:** None.
5. **PUBLIC INPUT:**
Chairperson Raber: We invite the public to preregister for the meeting or submit correspondence to the Charter Review Commission for review. We had one person that did pre-register; however, they have since indicated that they do not wish to speak tonight and so as of right now we have no public input.
Mayor: If I may say so, there is somebody in attendance. That may be Dennis waiting there. I know he said that he didn’t want to speak but is that him; I don’t know. Justin: do you see it? Yes, it is Dennis. Did you want to speak Dennis?
Dir. of Law: He had indicated to me that he did not.

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Mr. Loughry: I do not. Mrs. Raber and I had a couple conversations and so I don't need to speak this evening. Thank you though.

Mayor: Alright.

Chairperson Raber: Thanks for clearing that up so we make sure that we hit everybody.

6. **CORRESPONDENCE & COMMUNICATIONS.**

Chairperson Raber: Alright, next up is correspondence and communications. We have received none.

7. **AGENDA ITEMS**

Old Business:

Section 5.04

Chairperson Raber: Section 7.04 which is a section that we had discussed at the last meeting and you were e-mailed the draft language changes to the actual Charter itself and then also to the Charter language that would be submitted on the ballot. Again, keep in mind that the ballot language itself has to be approved through the Bd. of Elections and the Secretary of State so it may not be the final version that is seen in front of the electorate and also it has to obviously be approved by Council before it would be put on there.

So, if we want to go to Section 5.04 and actually, we can talk about 7.04 as well. 5.04 is the Director of Finance and the language is added as the exact same language that was placed into the Mayor's section to address a vacancy if the person who is vacating that seat does not have a political party affiliation and so that provides for that person's committee to make the selection within 30 days and if they fail to do that then it would go to Council to fill the vacancy within 14 days following that.

Section 7.04

Chairperson Raber: That same exact language is mirrored in 7.04 which pertains to the Director of Law. Then the language that would be on the ballot; we are adding those sections to the language that we had previously discussed and approved for the Mayor's section. Typically, at least how they have done it historically when we have multiple sections that all deal with the same change, they have consolidated it into one question for the electorate like you see here. So, again that is subject to approval but since the language is the same in each place, I would anticipate that it would end up something like this. Do we have any discussion with regard to the proposed changes? Hearing none, **I will entertain a motion to amend Sections 5.04 and Sections 7.04 as presented.**

Robert Higham: So moved. Seconded Mary Tricaso. Roll Call: Robert Higham, Katie Lindhe, Serif Krkic, Megan Raber, Kim Sabetta, Randy Sarvis, Meghan Thompson, Mary Tricaso, Steve Clark, Helen Fire – unanimous.

Chairperson Raber: Thank you. **Those motions have been approved unanimously by a vote of 10-0.**

Article X – Boards and Commissions

Chairperson Raber: So, this identifies the following Boards and Commissions. There are other Boards and Commissions that have been created in the

Tallmadge Codified Ordinances, but they are not . . . I guess more permanent and are not

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Chairperson Raber (Cont'd.) found in the Charter itself. So, Council can, for example, they have a Veteran's Committee that handles services for the Veteran's like Veteran's Day and different things like that and so that is created, but that is created through our Codified Ordinances and not through the Charter.

Those that are pointed out in the Charter or are created by the Charter are the Planning and Zoning Commission, Board of Zoning Appeals, Heritage Commission and Civil Service Commission. So, the next section talks about some kind of general overarching guidelines and rules that apply to those particular commissions. Does anyone have any comments or suggestions or anything that you want to address on this first Section 10.00 and then 10.01?

Mayor: Madame Chair, also for the record a commission member from the Civil Service Commission is also present here tonight; it is Jan Naso and also Helene Hussing who is the Zoning Manager to answer our questions on this and I will ask them to speak when it comes to that time of the section, But the General Provisions in Section 10.01, I think are fairly straight forward and there really doesn't need to be any modifications as far as I'm concerned.

Chairperson Raber: Thank you. Does anyone else have any discussion on these sections before we move on to the specific boards?

Robert Higham: I have a general question. They serve until the next person has been appointed and confirmed? What happens if they move out of state or they just don't want to serve any longer? Is there a process for that?

Chairperson Raber: Yeah, they just would be . . . they would just resign, and we would move to fill the vacancy. So there have been times when we have had a vacancy that lapsed and the person just cannot attend or fulfill that remaining obligation and so they may technically be listed on the Board until that other person gets there, but they just don't attend that meeting.

Article XI – Planning and Zoning Commission

Planning & Zoning Commission Composition. We had mentioned in the beginning of the kind of general overarching concerns when we first started off on the Charter that we had contemplated . . . this is a 5-member board and each of the Planning & Zoning related boards have 5 members and we had talked about the possibility of I guess amending the Charter to allow for an alternate. So, this is something that other communities have done in an attempt to have a full board be able to vote on these matters that come before these bodies. In our City, these Boards and Commission members for Zoning and Civil Service is different, but Zoning does not receive any kind of compensation or payment or stipend; they are completely volunteer and so they have at times other things in their lives that come up that they need to take care of and quite frankly even if they were paid a stipend, that may be the case occasionally and so they . . . and so we had thought about expanding this to allow for the possibility of an alternate and I want to turn it over to Helene to talk about that possibility.

Zoning Manager Hussing: I would actually agree that it would be very nice to have an alternate commission member just in fairness to the applicant so they have a full board that makes the decision, and it is not . . . when they make decisions; they need a

quorum and if there is a quorum they need at least 3 positive votes for their application to be approved and so I think it is only fair that they would have a full complement of the board

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Zoning Manager Hussing (Cont'd.) and an alternate might help that out when a commission member cannot make it to a meeting.

Mayor: Yeah, I think the language I would want it to be “may be able to appoint” and not necessarily that I would have to appoint those, but I think right now with the position in there we would make the ground rules on how to do it because the problem I have with an alternate, especially for Planning & Zoning, I think they would have to attend every meeting because you don’t know at the next meeting if they are going to be there or not and so is it fair to just have somebody sitting as an alternate and not really getting to vote. They can still voice their opinion, but I call it “waiting five” waiting in the background just in case somebody doesn’t show up, so I would like it to somehow say “may appoint” and we will see how it works out that way. All of these Boards and Commissions except Civil Service only meet once a month and for the applicant to come in, just like I was an applicant for the City of Tallmadge for the new fire station and I went to the first meeting and all they do is set the public hearing for the next month and then . . . so it could take up to 2 to 3 months especially if we do not have enough members and you might have a situation where it really hurts the applicant long term if we have to wait for the construction season because we weren’t able to get things adopted and so I think an alternate like Helene has requested, I think it is a pretty good thing to do.

Zoning Manager Hussing: If I could interject one more item too is that sometimes our commission members have a conflict of interest and they cannot vote on an application and so if an alternate is available, they could remedy that and still get a full complement of the board.

Chairperson Raber: So, one of the examples that I think you had pulled for us Helene was an example of a Charter that indicated that they could have one alternate and then it would be . . . they would kind of attend every meeting and then vote in the event of someone’s absence or conflict of interest. That is one example. I kind of want to open it up to everybody to kind of discuss this and I think what we would be doing is we would be looking at that for not just the Planning & Zoning Commission, but also for Board of Zoning Appeals and Heritage Commission which we have another suggested change to that when we get there, but I just want to stay focused on the alternate possibility.

Helen Fire: Would the alternate need to be confirmed by Council also?

Chairperson Raber: Yes; I think.

Zoning Manager Hussing: In other municipalities that is how it works. They are treated like a regular commission member but just that they are an alternate.

Helen Fire: They just don’t vote until somebody can’t.

Zoning Manager Hussing: Exactly.

Chairperson Raber: It is kind of a bummer when you sit through the whole jury trial, for example, and then you can’t actually vote on it and so I think that is where the Mayor wants to have some flexibility potentially with whether or not he would actually do that and use this tool, but I think it could be a very good tool and since we are looking at the Charter now and being able to add that . . . I think what Mayor Kline is asking for is like

something along the lines of “may appoint an alternate which would be confirmed by Council.” Mayor, you can kind of re-address that.

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Mayor: No, I think that is correct. If we say “shall” then I will just have to find somebody who is willing to do that and that might help some of the other members who can’t attend a meeting and they won’t feel as guilty by not coming to the meeting knowing that I will just have the alternate sit in. Maybe we rotate with 6 members and only 5 are in there at a time. But, by saying “may” that gives me the opportunity to implement it and try to work it in somehow.

Randy Sarvis: I have a question for you. In your opinion, would that position be hard for you to fill; the alternate position?

Mayor: Would it be hard to fill it did you say?

Randy Sarvis: Yes.

Mayor: I mean I would just have to get people in the public and I put stuff out there periodically saying that I need to appoint members to the boards and this Thursday at Council, I have two members that I am going to ask Council for their consideration on. One for Board of Zoning Appeals and one for the Heritage Commission. They come along and we find people; maybe somebody on this commission likes getting involved and wants to sit around and join a commission; we welcome you. I am always out soliciting members to volunteer.

Chairperson Raber: I think one of things that could be a concern is because it is a volunteer body if that person ended up being at a sequence of meetings where they never got a chance to actually vote on it, then that might be something that you know, you may not retain someone very well if they are not able to really end of voicing their opinion at the end of all their effort and so I think that was kind of going back to whether or not you know, contemplating whether these boards and commissions need a stipend or not. There are plusses and minuses to that, but right now the language in the Charter does allow Council to make that change if Council wanted to do that and pay a stipend and so it could be easier to retain people especially like the alternate that doesn’t get to vote potentially for several months on end. So, it is a concept that we kind of want to discuss and see what the commission’s thoughts are on this.

Katie Lindhe: Can the alternate rotate every week so everybody gets a chance like can it be like a rotating alternate?

Meghan Thompson: That is what I was going to ask too because Dave just mentioned something like that.

Mayor: Yeah, I think in fairness to the alternate, it might work out better that way. Have a 6-member commission and only 5 are allowed to vote and it rotates.

Steve Clark: I have a question. If there are only 4 of the 5 committee members attending the meeting; is that not enough? Do they need to have the full 5 to make a vote, but if they had 4 members and 3 affirmative votes; is that enough to move it forward?

Chairperson Raber: Yes, it is.

Mayor: All except for Zoning.

Chairperson Raber: Except for a rezone or conditional zoning. So, like on a site plan or for a variance or for like a heritage sign or something that comes in front of them; they can do that on a simple majority, but for Planning & Zoning matters when you are . . . and right here is the language that you still have to have 4 votes and on Planning & Zoning we typically have at least 4 people. I think we asked Helene to kind of look back at attendance

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Chairperson Raber (Cont'd.) records and really, they typically have 4 and I think then you have to have a unanimous decision, so it is just nice for the applicants to have that extra vote theoretically.

Steve Clark: Yeah, and I would suggest that that doesn't make sense. I sat in front of the commission for a time with our building and I guess I would have been frustrated if I sat through a meeting and found out that we presented our case, but there weren't enough members to vote at that meeting and you have to come back for a second meeting. Definitely the timing is a huge challenge with construction schedules and that, so I do think it makes sense based on that to give the language to the Mayor to appoint an alternate.

Helen Fire: And if we use the language, "may" and it doesn't work out, it is not like the Mayor would have to appoint an alternate to give us the flexibility of making it work where it makes sense to make it work. I like the flexibility.

Chairperson Raber: And then just . . . you know, whatever is in the Charter you know, so if we create this then Council has an opportunity to change the Codified Ordinances so that each of these boards and commissions also have kind of a section in the Administrative Code Section of the Codified Ordinances and they can flush out more about the alternates there and/or the commission can put restrictions or requirements for what that looks like here.

Mayor: So, what I am hearing from the commission, Megan, if you want, we could draft up some language to present at the next meeting because it sounds like we can come up with something and then see how they like the language.

Chairperson Raber: I want to make sure that everybody has a chance to kind of weigh in. If there is anybody that feels strongly about any of the subtopics or topic that we talked about having one alternate and "may" versus "shall" appoint the alternate, having the alternate being confirmed by Council which I think makes sense to make that consistent with how the rest of them are appointed and then I guess whether you want to see certain parameters about how the alternate has to operate in the Charter or kind of leave it more vague so that it is in the Code. You may not have fully formed those thoughts tonight, but you will have an opportunity to look at it next week and if we need to come back again, we can always do that too. So, just also throw that out there, but if anybody has comments now, I will entertain that.

Randy Sarvis: Would it be an option just to have 6 people on the commission and still leave it at 4 are required to get something approved?

Chairperson Raber: So, my only concern with the 6 would be that for most votes then you may not get a majority. 4 is like a super majority that is required because of the change in zoning is kind of protected and we want to have extra due process or extra votes for those things, but like some of these matters that are in front of some of these

boards and commissions; those things but like on general matters that are in front of some of these boards and commissions; the 6 could pose a problem if they end up being evenly divided. I mean that can happen even in regular meetings because you end up with only 4 people attending and then it is 2 and 2 and what happens in that situation is that they don't reach a majority and they do have to come back so they would at least meet the 3

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Chairperson Raber (Cont'd.) votes that are required, but I like where you are thinking of kind of trying to think of other alternatives. Does anybody else want to add to that?

Mayor: If I could just add to Randy's comment, if he is looking at that where I am pointing the cursor right now, where it says, "at least 4 affirmative votes" that is only for that one topic that is requiring for Planning & Zoning to change the property zoned Residential to Commercial or Industrial . . . all the other items, and that doesn't happen too often. All the other ones are just a simple majority of 3 members and so if we had a 6 member and we kept it to a majority passing is 3 and that might be an option.

Robert Higham: Megan, I think if you put together some writing and brought it to the next meeting that would be beneficial. I think having an alternate is the way to go. You may have an alternate that gets a little bit upset about not being able to vote, but they are going to know that going in and they are going to know that they are the alternate and I think that is better than having like Steve's scenario. I can imagine if you went in and made your case on why you should be able to build and have to be told that hopefully we have enough members at that meeting. I think removing that type of frustration from the community is more important and I think the alternate is an excellent idea.

Chairperson Raber: Alright. I can certainly draft up some language for the next meeting and we can discuss it more fully at that meeting. Anyone else have any thoughts before we move away from this subject?

Robert Higham: I would just think too for something that meets once a month, I think that barring medical emergencies, or something coming up I think sometimes won't you know that board member number 2 is going to be out of town or at a wedding or can't attend and so I don't know that it is going to be that big of a surprise and I think it is just a better mechanism to make sure you have a full board every time you meet.

Chairperson Raber: Yes, and the answer is yes. Helene will canvas the members and make sure they are planning to attend or if they are not so that we know at least if we have a quorum because every once in a while, there is an issue with even getting three members there. It doesn't happen very often, but when it does, that can really prove to be frustrating obviously for the applicant which we don't want to do that.

Zoning Manager Hussing: Madame Chair, the only other thing that I think should be brought up is that sometimes cases are carried over to the next month and so that alternate; luckily right now we have all of our virtual meetings and they are recorded so they could watch the recording of the previous meeting if they weren't in attendance as an alternate. I just wanted to bring that up too that if a case is carried over to the next month, that they all had a chance to have witnessed the previous month's meeting, the previous case, evidence that was presented, etc. I'm glad that there is positive thought

on an alternate because I think it would be very beneficial to our commissions and boards.

Chairperson Raber: Alright, I am going to go ahead and ask if there are any other comments or suggestions on the Planning & Zoning Commission itself under this section?

Article XII – Board of Zoning Appeals

Chairperson Raber: Are there any other comments or suggestions with regard to the Board of Zoning Appeals language? Helene is there anything else you wanted to raise with regard to this section or Mayor Kline?

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Zoning Manager Hussing: I really don't have anything besides what we have already discussed for the Planning & Zoning Commission. I think I would just mirror the same thing.

Mayor: Same topic. This board also meets only once a month, and this gets pretty busy with different clients. If you want to watch tomorrow night's meeting you can join virtually to watch and see how one of them works and if you ever want to volunteer to be on one; let me know.

Chairperson Raber: Alright. Hearing nothing; we will keep going.

Article VIII – Heritage Commission

Chairperson Raber: This is one that we do want to discuss so this has a few different iterations. It started off as the Appearance Commission and it was changed to the Heritage Commission during the last Charter Review and this particular body looks at the building design for any building that is currently in the Heritage or Design Control District. They also review historical structures that are designated historical structures in our City and so that does include private residence. But those individuals who have that have those few handful of houses, are aware of that and they are designated and have gone through a whole process for that, but they also look at that. They are trying to preserve the historic structure.

The City is currently in the process and has been in the process and very near to be able to roll out some revisions to our Zoning Code. There are going to be substantial revisions and re-writes to the Code to kind of bring it up to modern best practices and we have been working with a consultant to help us with that process and one of the things that will be proposed in that is to have new overlay districts that will have certain design aesthetics that we want to encourage in various areas of the City. Not the entire City, not everywhere, but in certain areas again just encouraging best practices for design. So, one of the things that we would like the commission to look at is changing the name of the Heritage Commission to the Architectural Review Board. Mayor Kline just pulled that up. It would change the commission to allow them to oversee the design criteria for any overlay district so in the event that the proposed changes that are coming would not get adopted by Council, it doesn't do any harm even if they just leave it as is. The Design Control District is an overlay district. So, it makes sense for how things are laid out currently and if we change it to this Architectural Review it kind of makes sense for where we are headed. The membership of the board is what is highlighted there, and we would kind of shift it a little bit from what it is now to focus on having three landscape architects, engineers, building designers or other professional designers with 2 City

residents on the board so really focusing on that expertise in the area. I want to, now that I have laid that out, hand it over to Helene to kind of add to that and then Mayor Kline.

Zoning Manager Hussing: You pretty much said it all. As Megan mentioned, the overlay zoning districts; we are proposing a couple of new overlay districts that will enhance our City in the way that they transition between Industrial to Commercial; Commercial to Residential to smoothly transition so that you don't have a harsh industrial use right next to a residence and so we are kind of aiming for that and hopefully that is understood by all, but again, each overlay has some design criteria that we would like to encourage developers or when a business owner wants to change an integral part of their building or maybe their landscaping that we bring it to the standards of such overlay zoning district.

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Zoning Manager Hussing (Cont'd.) So, by having the Heritage or now Architectural Review Board, review and approve or make a recommendation to the Planning & Zoning Commission for this I believe that that will help maintain what the criteria . . . what we are really aiming to do. These are modern practices like Megan said where other City's utilize an architectural review board as well. Other cities require it for every construction project including residential. I don't feel like our City needs that much oversight and that is why I highly encourage that we would only require the Architectural Review Board review over an overlay district. As Megan mentioned, the Design Control District is an overlay district. Really what the Heritage Commission is doing right now is what we would ask the Architectural Review Board to do and currently our members that are made up in the heritage Commission actually fit the membership that is described here.

Mayor: The only thing that I would add there is that it is not eliminating the Heritage Commission. This is really rebranding them and creating the name of the Architectural Review Board. So, all the criteria for the Heritage Commission like the design booklet that we use; the color or shingles that they are responsible for and everything is still going to be as it is today, this just adds for some of the other districts another person or another group to make a recommendation to Planning & Zoning. Planning & Zoning really looks at the site plan and really not so much the building architectural design. It could do such areas such as West Avenue, Southeast Six Corners; out by the expressway and that. We just want a board to look at to not try to hinder the development, but just trying to help them out a little bit.

Chairperson Raber: We will open it up for discussion. Does anybody have any comments regarding changing the name and then potentially changing the composition of the membership and changing, I guess, the purview of what they would do to include any overlay district.

Randy Sarvis: Do these overlay districts exist currently, or is this something that is new based on this redoing of this Architectural Review Board?

Chairperson Raber: So, yes, the design control overlay district exists now which is like the Heritage area around the Circle essentially; the Circle and the immediate vicinity and then there is a fine dining overlay district which also exists, but does not have any design criteria, so the design criteria part is really applicable. So those are already the existing ones and then what will be proposed will be an expansion of the overlay districts so

again, even if that ultimately does not get adopted, the change can still make sense in kind of allowing for that to potentially happen or change over in the next ten years also.

Kim Sabetta: Just to confirm, it is only the overlay zoning districts?

Chairperson Raber: Correct and historical structures. The recognized historical structures in the City.

Steve Clark: The document that Dave is showing does have the verbiage for the new boards and commissions Architectural Review Board although it was definitely explained that it is really just a renaming; well one of the things is a renaming so I think we definitely want to make that clear so it doesn't sound like we are making a bigger government with a new review board in addition to the Heritage Commission, but I think certainly you know it makes sense to change the Heritage Commission name to the Architectural Review Board and follow the guidelines you have here. I am in favor of that.

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Chairperson Raber: And again, keep in mind that this is just kind of just for discussion purposes tonight and we will be formulating the actual language changes. Anyone else? What we will do is the same as we did for the other matter and we will draft up some official language and you can take a look at that at the next meeting. Are there any other changes in general to this section that anybody wants to raise?

Steve Clark: Can I back up and ask a question? Is it . . . the Heritage Commission now and the members; 3 of them being architects; that is not a requirement with the Heritage Commission now; correct? It just happens to be the makeup of the current commission, but not necessarily a requirement of the commission.

Chairperson Raber: Yes, so there is language now that says that the persons appointed to the commission shall be chosen on the basis of training, education, and experience in matters relating to appearance in building for the purpose of protecting . . . and so it is not really spelled out, but because of that language that is what has kind of happened is that people with some level of experience and training relating to the appearance of the building are on it. I think the language that is proposed is kind of . . . again, so it would expand right now; one of them can be outside of the City of Tallmadge and be an employee of a business, so what is kind of being discussed is that up to 3 people could be outside of the City but have that training and experience and then at least 2 residents.

Steve Clark: Yeah, my thought or concern might be I don't know . . . do we have 3 architects in the City of Tallmadge? In other words, my concern is that we keep the same 3 members for an ongoing period because of the requirements that we can't find . . . if they need to be residents, although I just heard you say that they don't necessarily need to be residents; one could be a resident outside of the City of Tallmadge but work within the City of Tallmadge, but I am wondering what we are limiting if we are limiting ourselves by saying that they need to have 3 architects.

Chairperson Raber: So, under that kind of draft or discussion language, those people meeting that requirement would not need to be residents.

Steve Clark: OK.

Chairperson Raber: You have to have 2 that are residents, but then those others could be persons that are not residents.

Steve Clark: OK.

Chairperson Raber: I think obviously if we can find people that are residents and/or work in the City, that is definitely preferable, but I think it is like that. This is language that is taken from an example from another community. I think the reason for that is exactly what you are saying is that there may not be enough people in your City that are willing to serve and also meet that criteria. Helene; is that correct?

Zoning Manager Hussing: Yes, and just to reiterate too; they don't all have to be architects. They could be a building designer, or a design professional. Currently we have an architect; we have a builder; a design professional; another builder and then a member who has a background in historic architecture and so it is doable, but you are right to find 3 eligible members might cause a problem, but we would want somebody who has expertise making decisions.

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Steve Clark: Yeah, that makes sense.

Helen Fire: I have a question. So, if something is going to get approved; it needs a 3/5ths vote with this Architectural Review Board?

Chairperson Raber: This would be a simple majority. So, it would be just . . . almost everything is just a simple majority and there is only that one type of zoning change from Residential when you are changing it into a different use that is not residential essentially then that requires the 4, but otherwise this is just a simple majority.

Helen Fire: So, it would be possible that if you have two residents and 3 professionals; the 3 professionals could override . . . they could be like non-residents and they could actually decide and win over what the residents would feel. I guess that is my only concern is that people outside the City could actually decide over the people that live in the City. Maybe that is not a problem and we may never be there, but I guess I just bring that up that it is possible that the two residents could be outvoted by 3 who are not residents. That is my only concern with that.

Meghan Thompson: I agree with Helen on that one. That is what I was thinking too was; do we have 3 Tallmadge residents and 2?

Mayor: Yeah, I think I would be fine with that also. If you look at our current members, as Helene stated, we have two builders; we have an architect and the new appointment that Council will appoint on Thursday night is a resident in Tallmadge, but he also has a business on Northeast Avenue who is a professional in architectural design. So, he wanted to be on the commission because that is what he does for a living. I think they are out there in Tallmadge; 3 members from Tallmadge and 2 could be outside, but my ultimate goal is always to have residents on these boards and commissions. I think we need some flexibility to get a professional if we had to. It's always my preference to have Tallmadge people.

Zoning Manager Hussing: We could probably maintain the requirement that there is some background because that is what we currently have on the education or some background.

Chairperson Raber: OK. I think those are all good points and suggestions and I will draft something that we need to have at least 3 residents and 2 people with expertise,

with a preference for residency, but may be outside of the City. I will work with some language there.

Mayor: Good suggestions.

Chairperson Raber: Alright. I will bring some suggested language to the next meeting.

Article XIV – Civil Service Commission

Chairperson Raber: Next we have Civil Service Commission and Jan Naso, the Civil Service Chairman is present this evening. Mr. Naso is there anything that you wanted to suggest any changes or any comments you have with regard to this section.

Civil Service Chair Naso: No, nothing specific. I think the language that is in there has worked for many, many years. I don't see any reason to add or delete anything from it.

It is a 3-member commission that is pretty diverse. I was a 30-year Civil Service employee; we have a female who is a Human Resource expert; and we have a recently retired Work Comp attorney as a member of the commission. We work very well together. We work very well with the Law Department and the Mayor. Previously Mr. Loughry had mentioned

TALLMADGE CHARTER REVIEW COMMISSION MINUTES

MONDAY, MARCH 8, 2021

7:00 PM

VIA VIDEO/TELE-CONFERENCE & LIVE-STREAM DUE TO STATE OF EMERGENCY

Civil Service Chair Naso (Cont'd.) that there are 145 full-time employees and 80 of those would fall under the Civil Service umbrella as being classified employees. So, I really see nothing that needs to be changed or addressed on the language.

Mayor: Yes, it also happens that Council has the right to modify some of the Civil Service rules and we actually have a case in front of, or an ordinance in front of Council now tweaking how we do the testing process and allowing us to go to an outside testing firm and create a fee for that and so I think there are means that we modify this but I think the commission has worked very well and I think it is a great protection for the employees and keeping everything the way it has been going. I think it has worked out very well.

Chairperson Raber: Alright. Does anybody have any questions with regard to this section? Alright; hearing none is there anything else that anyone wants to bring forward tonight for discussion? If not, I will entertain a motion to adjourn. Does someone want to make a motion?

Katie Lindhe moved to adjourn. Seconded Meghan Thompson.

Mayor: Megan for the record Ted Roy is here. He arrived at 7:40 p.m.

Roll Call: Katie Lindhe, Serif Krkic, Megan Raber, Ted Roy, Kim Sabetta, Randy Sarvis, Meghan Thompson, Mary Tricaso, Steve Clark, Helen Fire, Robert Higham – unanimous.

The Charter Review meeting adjourned at 7:52 p.m. by a vote of 11-0.

sb

Minutes transcribed by Susan Burton