



City of Broadview Heights

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CHARTER REVIEW COMMISSION

March 1, Meeting Minutes

Present: Robert Boldt, Ken Emling, Scott Maitland, Andrea Diedrick, Aaron Cantu, Lisa Galek, Eugene Orynycz, Billy Bisco

Absent: Suzanne Lambert

Also Present: Vince Ruffa, Sam Alai, Lisa Putka

Guests: None

After roll call and the Pledge of Allegiance, Council Representative Mr. Boldt opened the meeting by asking everyone to introduce themselves.

Robert Boldt, Council Representative, was born and raised in Parma, and his wife is from Broadview Heights. Married in 1993, moved back to Macintosh has 4 kids.

Ken Emling, Planning Commission Representative, married 25 yrs. and moved to the Hamptons in 2003. They have three kids. He went to Kent State and is an Architect. About 4-5 years ago he got involved with the building committee of the new Recreation Center. Around three years ago he invited to join the Planning Commission.

Scott Maitland, Board of Zoning Appeals, born and raised in Euclid, and moved to Broadview Heights in 2002. He has three kids, he is a welding engineer, and works for an aerospace company that makes airplane parts.

Andrea Diedrick, Mayor's Representative, raised in Parma and moved here about 20 years ago and has two daughters. She was a registered nurse for 30 years at Metro Health and is now retired. First time being on a committee in the community.

Lisa Putka, Recording Secretary, 2nd Charter Review. She worked for the city for a little over 10 years and has been in the Mayor's Office for 5+ years. Grew up in Brecksville, went to BBHCSD schools since kindergarden. Has two daughters.

Aaron Cantu, Ward 1 Representative, in BVH for 22 years. Both he and his wife worked for BP and went through four moves. He has a daughter and son. His wife is a director for Nestle and he retired early to care for his son. He is a car nut and a music nut.

Lisa Galek, Ward 2 Representative, Lived here since 2014. Husband Shawn was on the last Charter Review, he is a mail carrier in Broadview Heights. Lisa works at home as a writer. They have three children. She volunteers at the schools and is a co-leader for Girl Scouts.

Eugene Orynycz, Ward 3 Representative, born in France, his parents moved to Ohio because of the Steel Mills. He graduated from Youngstown State and has a Mathmatics degree. He worked for AT&T for 38 years. He wrote computer codes. He lived in Broadview Heights since 1982. He is now retired. His hobby is photography and they have two cats.

Billy Bisco, Ward 4 Representative, grew up in Brecksville, he and his wife went to BBHHS, then went to Toledo for college. He and his wife lived in MacIntosh for 15 years, prior to that he lived in New Hampton. They have one daughter. He coaches soccer and he is the HOA President for MacIntosh. In addition to her day job, his is wife is the Spinning Instructor at the Recreation Center. He as worked at AT&T for the past 22 years in automation and project management.

Sam Alai, Mayor, grew up in the west side of Cleveland, moved to Seven Hills. He has six grown children, and he loves his job.

Vince Ruffa, Law Director, has 3 children, he has been involved with every Charter Review since 2003 when he started as Law Director. His role is to help everyone get through this process.

Mayor Alai administered the Oath of Office to the Commission members that are present.

Mr. Ruffa gave a brief description of Charter of the City of Broadview Heights, why it exists, and how it was established; he describes it as the City's constitution. He continued to explain that in Ohio there are Chartered Municipalities and Non-Chartered Municipalities and why.

Mr. Ruffa is here to help assist the progress of these meetings. If requested, he will provide input and give any historical reference from any past recommendations to make sure that all members are informed. Mr. Ruffa went over the purpose of the Charter Review Commission and the roles of the Commission Members. He discussed how often the Charter is reviewed (every four years) and how the members are selected.

Mr. Ruffa pointed out that the City notifies the residents that the Charter is in review and the residents can submit change requests in writing by a certain date. He prepared the Commission members that some residents are pushy when it comes to their change request; he made it clear that the Commission members are the ones in control of this process. He also mentioned that Bob, Scott and Suzanne have been through Charter Review and they can also help with questions regarding the process.

Mr. Ruffa conveyed to everyone the process of submittals, when the Commission reviews them, presents them to Council, and ultimately put on the ballot for the resident voters. He instructed the Commission to elect a Chairman and a Vice-Chair in case the Chairman cannot make one of the meetings. The Chairman will administer the meetings so things run smoothly. The Commission must also decide when meetings take place, and how to address any issues with respect to making changes.

Aaron Cantu recommended Scott Maitland as Chairperson, Bob Boldt seconded. All in favor as Scott Maitland as Chair.

Aaron Cantu recommended Lisa Galek as Vice-Chair, Eugene seconded. All in favor as Lisa Galek as Vice-Chair.

Bob mentioned to Scott that all the Council members have their opportunity through the Council Meetings to add anything to the Charter. If any Charter members are contacted by Council regarding their recommendations, they can do that on Monday during Council. Mayor also conveyed to the Charter Members that he will not use this forum for his agenda. He will go through the proper measures if he had an agenda.

Chairman Scott and Bob discussed how the meetings are conducted and the most effective process to go through the Charter with all the members. Additionally, they discussed establishing future meetings.

Bob explained how the meetings need to be published so the public has time to bring in their suggested changes. The Charter Commission needs time to read and review the Charter to see if there needs to be improvement. Bob stated that if the commission comes up with a lot of changes, it is best to narrow it down to four or five. The voters tend to vote 'no' if there is too much on the ballot.

Chairman Scott asked if there is a due date. Vince explained that recommended changes go on the November (2022) ballot and recommendations must get passed by Council at least 120 days before the November 2022 election which is July 5, 2022. This process should only take around 4-5 weeks.

Chairman Scott asked everyone's availability, it was decided to hold the meetings weekly and take the week of the 29th off for Spring Break. The meetings will be held on March 8, 15, 22, and the tentative last meeting is on April 5th. The meetings will be for one hour.

After discussion the commission will read the full Charter in lieu of assigned everyone a section. This way if someone had a great idea, it won't be missed. Chairman Scott assigned the first half of the Charter, for the March 8, 2022 meeting.

Vince explained the submittal process and allowing residents to speak at meetings. It was discussed at great lengths whether residents would be allowed to speak at all meetings or just the April 5th meeting. It was decided to allow residents to speak at all meetings, just don't add it to the agenda.

Lisa announced that the Charter Review announcement was in the Broadview Journal March 2022 edition which was distributed to all residents around February 20th. It is also on the city website and went out through our Social Media (Facebook & Instagram). This was a general announcement for the public to check the city website for meeting dates.

The next announcement will state the final submittal date. The public needs to know that they can look at the Charter and recommended and submit changes. Once the submittals come in, the commission reviews each one. There needs to be a deadline date for all submittals. The final submittals will be reviewed at the tentative final meeting date of April 5th. The submittal deadline date is established as April 1, 2022. This will be in time for the next Broadview Journal publication date of March 20th.

Vice-Chair Lisa Galek asked if we only have four meetings. Vince explained that you can add meetings if necessary. The tentative final meeting is April 5th. Vice-Chair Lisa also brought up public comments during the meetings. Vince reiterated that the Commission controls what goes on during all of the meetings. Vince suggested having one meeting for public comments, this will allow the commission to get work done. Since the submittal deadline is April 1st, the best time for allowing public comments is the April 5th meeting when all submittals are in.

All submissions will go directly to the Recording Secretary Lisa Putka. Lisa will distribute submissions as they come in.

Discussion continued regarding meeting dates and when is the best time to allow public to talk. Should public speaking be on the agendas? How long does each person get to speak? It could be time consuming. It was decided to add it to the April 5th agenda, not the weekly agenda and if time allows, people can speak at the end of the meetings.

Eugene asked if typographical errors need to be added to the ballot? Vince said that he can ask the codifier to fix certain errors before the next publication.

Chairman Scott asked about setting the agenda. Lisa will send Chairman Scott the agenda before sending out for review.

This week's assignment for the group to skim through the whole Charter and come back with any changes for the first half, Articles 1-6 (pgs 1-19).

Bob made a motion to adjourn, and Vice-Chair Lisa Galek seconded. Meeting Adjourned

Submitted by: Lisa Putka, Recording Secretary