

Minutes of the Charter Review Committee

March 16, 2017

In Attendance: Ed Fowler, Dan Greve, Pam Hawkins, Frank Jevnikar, Tim Paluf, Kathy Retz, Carolyn Urban, Kim Zanella, Mike Zernic

Absent: Sam Paternite

Temporary Secretary: Marlene Kole

The meeting was called to order at 7:00 p.m.

Mr. Paluf gave the committee members a brief overview of their responsibilities. He advised that a secretary and a chairperson should be appointed. Pam Hawkins volunteered to serve as secretary of the committee. She has previous experience as secretary from a prior appointment to the committee. In addition, she has previous minutes and information from the last Charter Review Committee for reference.

Mr. Fowler asked if there was a time frame as to when the review must be completed. Mr. Paluf and Ms. Hawkins advised that the review should be completed by the end of July in order to allow time for any changes to reach the November ballot. The committee agreed that they would like to complete their review well before this deadline.

Mr. Greve asked if any issues have been brought forward to date. Mr. Paluf advised that he was not aware of any issues.

Mr. Zernic asked how changes were prompted in the past. Mr. Paluf advised that the committee may want to invite department heads to future meetings to see if they are aware of any issues with the Charter as currently published.

Ms. Hawkins suggested that the committee individually review the first four sections of the Charter, prior to the next meeting, for discussion at that time. The committee agreed to this plan.

A brief discussion was held regarding the selection of a chairperson, and it was decided to wait until the next meeting to make that selection.

After a review of individual schedules and available dates, it was decided to hold the next meeting on Thursday, April 6, 2017 at 7:00 p.m. Ms. Zanella advised that she would not be able to attend.

Mr. Paluf made a motion to adjourn the meeting at 7:25; seconded by Mr. Fowler. The meeting was adjourned.