

THE CITY OF HURON, OHIO
Proceedings of the Huron City Council
Work Session
Tuesday, November 23, 2021

Call to Order

The Mayor called the work session of the Huron City Council to order at 5:04pm on November 23, 2021 at Huron City Hall.

Roll Call

The Mayor directed the Clerk to call the roll for the joint work session. The following members of Council answered present: **Mark Claus, Sam Artino and Joel Hagy**. Council members absent: **Christine Crawford, Joe Dike and Trey Hardy**.

Staff participating in the work session: City Manager Matt Lasko, Law Director Todd Schrader, Assistant Law Director Gary Ebert and Executive Administrative Assistant/Clerk of Council Terri Welkener.

Also present: William Biddlecombe and Matthew Grieves.

Motion by Mr. Claus to excuse Mr. Dike from the work session this evening.

Mayor Artino asked if there was any discussion on the motion. There being none, the Mayor directed the Clerk to call the roll on the motion. Members of Council voted as follows:

YEAS: Claus, Tapp, Artino, Hagy (4)
NAYS: None (0)

Old Business

None.

New Business

Council Orientation

Mr. Schrader and Mr. Ebert walked current and newly elected Council members through highlights of the our Charter and our ordinances that are germane to service on Council. Topics discussed included:

- Contact Information
- Charter
- Administrative Code
- Council Powers
- Boards and Commissions
- Appointment and Removal of Members of the Planning Commissions, BZA and other board/commission
- Appoint and Remove the City Manager
- City Manager Form of Government
- Council as a Policy Making and Enforcement Board
- Adopt and Modify Master Plan
- Enact Comprehensive Building Code
- Adopt Subdivision Platting Ordinance and Approve Subdivision Plats
- Adopt Annual Appropriation Ordinance
- Mayor as Ceremonial Head of City but has no administrative authority

- Mayor has significant authority in running Council meetings
- Mayor elected every 2 years
- Mayor presides at all Council meetings
- Vice-Mayor presides at Council meeting when Mayor is unable to serve or if there is a vacancy
- Clerk of Council – 2-Year term, elected by Council by majority vote
- Council was encouraged to read the Administrative Code
- Council's relationship with City employees and departments
- Department directors subject to control of City Manager, and not Council
- Council to deal with administrative employees of the City solely through the City Manager
- Council is not permitted to give orders to subordinates of the City Manager
- Council has no input in the employment or removal of the City Manager's subordinates
- Councilpersons may not have any conflict of interest in violation of Ohio law (perception is enough – counsel reviewed multiple examples of conflicts of interest)
- Official not prohibited for participating or voting on general legislation to provides uniform benefit to most properties within the community, including the official's property (example: adoption of a new zoning code)
- Organization Meeting held on December 1st of election year – newly elected Council members take oath of office, elect Mayor, Vice-Mayor and Clerk
- Regular meetings held on 2nd and 4th Tuesday of every calendar month at 6:30pm
- Consider having Charter examined from time to time and updating it accordingly
- Charter Review Committee
- Summer Vacations
- Meetings are open to the public except for executive sessions
- Citizen Comments – public is permitted to come here to voice their displeasure. However, the line will be drawn at abuse. You can call a recess. Stick to 3 minutes.
- Mayor responsible for orderliness of Council meetings
- Abstaining from vote only if there is an actual or potential conflict of interest
- Council member has a duty to vote on each issue before Council (can be reprimanded for failure to vote)
- Motions can be withdrawn at any time before a decision is made, provided a majority of council persons agree
- Motion to introduce item out of order allowed unless objected to by a majority
- Council is not to address citizens directly during comments
- Public hearings
- Violations of Rules
- Resolutions vs Ordinances
- Passing ordinances and resolutions
- No secret or closed ballot permitted
- Emergency ordinances
- When ordinances and resolutions take effect
- Executive Sessions are confidential and information obtained must remain confidential
- In executive session, only topic announced in open meeting can be discussed
- No voting in executive session
- If more than one session is needed, can make one motion including two reasons
- Violation of confidentiality is a misdemeanor
- Procedure for creation of Council standing committee
- Planning Commission
- Board of Zoning Appeals

- Referring matters to committees
- Municipal Budget distributed to Council prior to December 1st
- Competitive bidding, exceptions
- Council members were asked to provide ranked preference for seats on boards and committees
- Resignation and removal
- Replacement of resigning or removed Council member
- Open Meeting Act – 4 Council members cannot be on text or email
- Sunshine Law Training
- Public Records Requests

Adjournment

Motion by Mr. Tapp to adjourn the work session.

The Mayor asked if there were any questions or comments regarding the motion. There being none, the Mayor directed the Clerk to call the roll on the motion. Members of Council voted as follows:

YEAS: Tapp, Artino, Hagy, Claus (4)
NAYS: None (0)

The Council work session adjourned at 6:01pm.



Terri S. Welkener, Clerk of Council

Adopted: 12 APR 2022

Upon approval by the City Council, the official written summary of the meeting minutes will become a permanent record, and the official minutes may also consist of a permanent video and/or audio recording, excluding executive sessions, in accordance with Section 121.01(III) of the Administrative Code.