



**Village of Commercial Point
Committee of the Whole Meeting Minutes
February 28, 2022**

Ms. Geiger called the meeting to order at 7:30 pm. Administrative Assistant Baldwin took roll call with the following members present: Ms. Geiger, Ms. Wolfe, Ms. Joiner, Mr. Mitchem, Mr. Crego and Mr. West. Fiscal Officer Hastings was also invited to attend the meeting.

Legislative Process & Responsibilities

Village Solicitor Cartee provided an outline of Village Government and its duties. He said his goal with this is to provide a cheat sheet for council. He said if there are questions, refer to this information or refer to the Village Officer's Handbook. (Ohio Auditor of State) Solicitor Cartee discussed administrative employees and council members roles. He discussed the ordinance and resolution process and the meaning of emergency language. Mr. West asked who makes the request to have emergency language on legislation. Solicitor Cartee said he will generally place it on legislation if there is a timeline issue. He said council is always free to substitute language on all legislation. Solicitor Cartee discussed becoming a Charter Village and the process to do so. Fiscal Officer Hastings asked if council members could be part of the charter commission. Solicitor Cartee said no. Mr. West asked who the chair is for the meetings. Solicitor Cartee informed him that the mayor is the chair for council meetings and the President Pro Tempore is the chair for Committee of the Whole meetings. Mr. West asked who is the moderator. Solicitor Cartee informed him that there is no moderator role, but as the Solicitor, he is the Parliamentarian. He said the chair, under council rules, preserves the order and the parliamentarian rules on procedural issues. Mr. West clarified that any council member can call for a point of order. There was further discussion. Fiscal Officer Hastings said that in the past, the solicitor has always been the person to call for a point of order.

Upcoming Legislation

Solicitor Cartee said the only coming up will be significant revisions to chapter 1197 of the zoning code which has to do with right-of-way permits. He said the Village does this as an administrative function and there are no fees. He said this is in conflict with the current zoning code. Solicitor Cartee said this is a clean-up item.

Fiscal Officer Hastings said we will need legislation for the Village Administrator since he lives outside of Commercial Point. She asked if we would be bringing RCAP in to advise us on our water and sewer rates. Mr. West feels we should call them back in to perform a study. Solicitor Cartee said the Village Administrator can enter into contract with them if the money is appropriated.

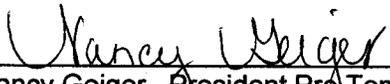
Ms. West asked why they receive their council packet so late? He said they have no time to dig into anything. Solicitor Cartee explained that it is a result of the business that goes on the agenda. He said in his experience, over the past two years it is mainly developer driven because they ask for items to be placed on the agenda at the last minute. Mr. West said we tell them the cut off is noon on Wednesday, but Council still does not receive their packets until Friday. Fiscal Officer Hastings said the issue is that generally once we receive their request, legislation must then be drafted by the Solicitor. Mr. West said there is no time to get information if council members have questions on legislation. Fiscal Officer Hastings said council members should not waive the readings or vote on the legislation if they don't fully understand what they are voting on. They don't have to vote until the third reading which would allow them a month to gather information. There was further discussion. Mr. Crego suggested that council do the first reading and then take the two weeks to review before voting on any issue.

Permanent Budget

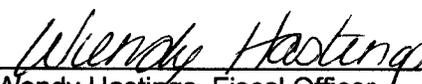
The remainder of the meeting was used to discuss the permanent budget.

Adjournment

A motion was made to adjourn by Mr. Crego and seconded by Mr. West. All were in favor, the motion passed and the meeting was adjourned.



Nancy Geiger, President Pro Tempore



Wendy Hastings, Fiscal Officer