

**APPROVED MINUTES OF THE
COMMITTEE OF THE WHOLE**

September 16, 2020
Zoom Meeting (electronically)
5:30 P.M.

Present: Commissioners: Mayor Pro-Tem Robert Coughlin (5:50), Betsy Artz, Emily Bridson, Ron Draayer, Maurice Groce, Thomas McKelvey, and Mayor Stephen Kepley. Also present: City Clerk Dan Kasunic, City Deputy Administrator Mark Rambo, and City Attorney Jeff Sluggett.

CITY COMMISSION PROCEDURAL RULES DISCUSSION.

City Attorney Sluggett began with referring his memorandum dated September 11, 2020 and the procedural rules with the suggestions of the commission in different colors. Attorney Sluggett review each suggestion by section and point by point either by asking for additional input or direction of the commission. The first item was to inquire if it is possible to have software available for other languages during the meetings. Deputy Administrator Rambo did note that google does have an application for translation without the worry the city may translate incorrectly or pejoratively but could link to other sites for this service.

On Section II Order of Business, a discussion regarding a place holder for “old business” for those items discussed but have not be resolved. Noting the commission did not want a separate list but to incorporate that list into the commission agenda with target dates for review. It was decided to add this directly after comments of the commission. There was a discussion regarding budget items, with questions on when, how and if the commission should be part of the process of creating the budget as apposed only approving the budget. The attorney and mayor indicated what is State Law and City Charter. They reviewed dates, such as using January to set priorities, March for the county information and September to learn of the property tax percent paid. Attorney Sluggett informed the commission of the resolution or ordinance, as long as it does not violate State Law, that he will prepare to provide formal direction and policy relative to budget concerns.

The commission noted the desire for quarterly reports on topics of Police Incidents; Diversity Plan; bi-annual Planning Session Agenda; and Committee reports such as Division Ave. study, Covenant Park Committee. The commission also requested a SOP (standard operating procedure) for how the process works. The commission wanted a standardized set of reasons to create a committee, with goals to narrow the scope of that committee.

Section IV Attorney Sluggett reviewed the roll call vote in its current form with discussion of some wanting to change the order to alpha order with the Mayor within that revolving order and not having the mayor vote last as it is currently.

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Section VI Attorney Sluggett suggested nothing be changed in regard to teleconferencing because of the current Governor's Emergency Order and how that may affect future legislation.

He asked if there were any other issues. The commission wanted a list of compensation of employees and percent of compensation. Mayor Kepley noted there was a wage and benefit study completed in 2017 that had set parameters.

Attorney Sluggett stated he will continue to work on a proposed amendment or resolution for the budget issues; however, this will not be completed until October.

The meeting was adjourned at 7:05 P.M.

Dan Kasunic
City Clerk

Robert Coughlin
Mayor Pro-Tem