

**SHARON HOME RULE CHARTER TRANSITION COMMITTEE  
MEETING MINUTES**

Monday, April 28, 2008, 6:00 P.M.  
Sharon City Council Chambers

**Committee Attendee's:**

Joe Biro	Darin Flower	Ed Palanski
Fred Hoffman	William McConnell	Robert Wilson
John Evans – Alternate	Frank Connelly	
Robert Fiscus – Alternate		

Absent: David George, Victor Heutsche

**Guests:**

Attorney William Madden

**Meeting Minutes:**

Chairman Palanski called the meeting to order.

Motion to accept the minutes from the previous meeting was made by Mr. Flower and seconded by Mr. Hoffman.

Discussion ensued regarding the Business, Labor and Industry Advisory Board. The sub-committee that reviewed the possible activities and constitution of this board presented a draft ordinance that would establish the Sharon Community and Economic Development Commission and dissolve the Business, Labor and Industry Advisory Board. After a review of the draft and some discussion regarding CDBG money two changes were recommended. The commission is to be made up of a seven member board. Three members will be defined by business category; finance, commercial and industrial. Members must be citizens of Sharon, but they do not have to work in Sharon. The draft ordinance stated that members must live and work in Sharon. Definition of the City Manager's role within this commission will be added to the draft ordinance. Once the changes are made to the draft it will be forwarded to Attorney Madden for final drafting.

There was a brief discussion regarding the Recreation Board and whether this board could be rolled into the Recreation Authority. Mr. Heutsche was to report on this, but was absent from the meeting.

The by-laws for the Sharon Beautification Commission were distributed for review. There is still a questions as to how active this commission is, and what do they actually do. A request will be made to Jennifer Barborak to present the work of this commission to the committee.

It was suggested that Adam Kundrich attend the next meeting and provide a progress/informational report on the city's website.

Next topic of discussion was the Council Replacement Process. Mr. McConnell questioned how specific we need to get and how specific do we want to get. He suggested that we keep the ordinance general and hope that council accept our recommendations to use any tools we provide, such as Chairman Palanski's forms previously submitted for review. Mr. Flower recommended not making Chairman Palanski's forms a formal part of the process. Mr. Heutsche, Mr. Flower and Chairman Palanski will draft an ordinance for review that defines the process.

New topic of business discussed regarding the Organizational Charter of the City. Chairman Palanski questioned whether there was a personnel policy manual for employees not covered by collective bargaining. Mr. McConnell stated that in the Administrative Code there is an outline of five (5) City Departments that do not mirror the organizational chart of the City. Discussion also focused on the roles or definitions of City Department leaders- Mayor and Chiefs. It was agreed by the committee that a review and update was warranted. Mr. Hoffman will initiate the review with Mayor Lucas and provide information at the next meeting.

Mr. Hoffman made a motion to recess the meeting until June 2, 2008. The motion was seconded by Mr. Wilson.

Respectfully submitted by:

Robert E. Wilson  
Secretary-Treasurer