

Canal Winchester

*Town Hall
10 North High Street
Canal Winchester, OH 43110*



Meeting Minutes - DRAFT

June 4, 2018

5:00 p.m.

Rules Committee

*Patrick Lynch - Chair
Jill Amos
Mike Coolman*

- A. **Call To Order** *Lynch called the meeting to order at 5:00 p.m.*
B. **Roll Call** *Present 3 – Amos, Coolman, Lynch*
C. **Also In Attendance**

Mayor Ebert, Amanda Jackson, Gene Holins, Bob Clark

D. **Approval of Minutes**

[MIN-18-023](#)

6-19-17 Rules Committee Meeting Minutes

A motion was made by Amos, seconded by Coolman to approve the minutes. The motion carried by the following vote:

Yes 3 – Amos, Coolman, Lynch

E. **Items for Discussion**

18-042

Invocation at Council Meetings

Lynch: there are three different ways we can look at this; number one would be to have a vocal invocation; number two would be a moment of silence; number three would be do nothing at all; so let's start with the obvious and that would be a vocal type of prayer or invocation; what are your thoughts guys;

Coolman: I can say that I worship in my own way; however this is a government elected position for us; I don't think it's something that we should get onto at this stage; I think it may for the future open up some issues that we don't want to talk about at this time; it may become a complication to us in the future; I think we're here for government business; we say the pledge of allegiance; I think that's where it should be; but I'm neither for or against it;

Amos: I provided each one of you with some examples of nonsectarian prayers; there's several on the sheet that I gave you that don't really address a specific Lord or God; one of my concerns; we discussed originally bringing in some outside churches; I'm not sure after thinking about that and getting some feedback from our community; my concern is we're opening it up to everybody and it doesn't necessarily mean it's a formed church so it could be someone's church they formed at home; it could be anything; that opened us up to a wide variety;

Lynch: and I agree that also on top of that who is going to coordinate that; we could elicit the clerk of council to coordinate said people to come in but I think she has a lot on her plate; I'm not sure if that would be fair to her to do that; to perform that task; you're right, there are so many dialects or flavors of religion; just trying to cover them all would be crazy; Coolman: correct; Lynch: I did read through your sheets here that you provided of the twelve different prayers; of looking at those the only things that I see that would even come remotely close that is so incredibly vanilla doesn't mention blessings, lord, Jesus Christ, etc. would be number three; that is the most vanilla one; then again, if we do something like that who offers this prayer or invocation; how do we divvy that up; again as Mr. Coolman said I think we start getting into a slippery slope of who and how;

Amos: number three for those of you who don't have it simply states; we gather to make decision for our community; we may use only our best skills and judgement; keeping ourselves impartial and neutral as we consider the merits and pitfalls of each matter that is placed before us; and always act in accordance in what is best for our community and fellow citizens; something that was suggested should we decide to do this that the council members amongst themselves could say it but it would be their choice whether or not they would be put into that rotation; so we would always do one standard; something consistent;

Lynch: which is not necessarily a prayer as much as it is a statement of good thought and well-wishing toward the group; Coolman: good faith; Lynch: yes; Amos: but just talking with some, not everyone wants to say it in the meeting; I've gotten couple who gave me feedback that not everyone wants to be the ones to recite or not everybody wants to participate in it necessarily; Lynch: So I would venture to say that this current council does have a person who would be up to saying that since they brought that up; what happens when council progresses in future years and nobody wants to say said prayer; or said invocation; do we have it on the books or do we not; and does it get changed at that time; at the beginning of each election in January; what do you do; do you say you be prayer giver; can we really point our finger at a particular person; or ask for volunteers; I don't know; Mr. Coolman, personally I am more of an I don't wear my religion of my faith on my sleeve; but I keep it in my heart; to me it's a very private thing; I'm not all together in favor of vocal prayer; or an invocation I don't think is really necessary myself; if someone wants to have a moment of silence themselves before we start these proceeding then its fine; so what we can do, that being said, this has to be voted on and approved by council anyway; if we do come up with something we can at least leave it up to them to decide to proceed with it or not;

Amos: Mr. Hollins, I don't know if it's you or Mrs. Jackson that can answer this, should we decide to take this to council could we offer two options; one, to say a standard nonsectarian rotates through amongst ourselves; or silent; could you do two votes or is it one option; Hollins: that's a good question; any council rule that I've seen that have tackled this issue is look at the rule which is your rule nine which sets up the typical agenda and have it added there; in our case it would be number two; add a new number two and renumber the rest and just put invocation and pledge; that's all they do; that's the only real rule change were talking about; that being said you could go further and add a paragraph to the council rules about what you just said; you could as rules committee say here's a proposed change and if it is adopted we would suggest that council also adopt these guidelines for invocation; or just leave it silent and vote on the change or not; Lynch: so just one option not the two; Hollins: in terms of amending the rules the only thing I've ever seen done is add it to the agenda; I guess really beyond that the next question is if you've got some guidelines I could support it but I could only support it with these guidelines type thing; your question is should you put those guidelines with it in the rule or we have guidelines for public speakers that we put out here; they're not in the council rules I don't think; Lynch: guidelines for public speaking; Coolman: it's in the rules; Hollins: we've copied and pasted that into a document; Coolman: those are in the rules; Hollins: so the question is then if you wanted to do something in addition to adding it to the agenda and the rules would you want to throw in a paragraph, guidelines for invocation; or just leave it silent and handle that informally;

Lynch: we could also put as part of that again if we elect to have volunteers say said invocation and rotate on a biweekly basis the question again comes up what happens if we turn it to council and no one wants to do that what if we turn it into electing in January which is when we elect officers, as to whether the invocation would be continued for the next two years; that would at least cover that piece; to be elected upon each new council at the start of that council; Coolman: keep the wording synonymous with how they have the wording now; like on even years; like electing new council members on even years; Lynch: yes and that would be one of the things we talk about when we get together on those even years; council gets together and we talk about whether or not we want to proceed with a prayer; and if we do, who would volunteers to say said prayer; now we can recommend this to council; this is not to say everyone will vote for it but we're at least putting something forward;

Amos: like you said there are three options; I don't think we put it out to council as three options; Coolman: no; Lynch: no; Amos: and that's my thing, is making that decision; Coolman: a part of me says too if we want to look at this thing in fair light of all parties that we are elected to represent, what about the non-religious population that we have; and what if one would happen to get elected to council in the future; Lynch: have you read number three; Coolman: yes I understand; Lynch: what appealed to me about that is that it has absolutely no reference to religion, God, faith, nothing; if anything it's kind of well wishing; not necessarily looking to any particular higher power to provide said well-wishing; again, if we propose it to council and propose this rule change it still has to be voted on; do you have another thought Mrs. Amos; Amos: no I'm just wrestling with it; I agree I have my faith; our family is strong in faith but it's our personal thing; I just worry that I've always said that I'm not going to force it on somebody; I'm concerned by bringing it and forcing in on everybody in the room; Lynch: do you feel then that a moment of silence would be forcing; Amos: a moment of silence to me is a reflection; it could be on your day; it could be on your faith; Lynch: you could sit there and doodle if you want; Amos: yea I love my faith but am I basically making somebody sit in that audience have my opinion; Lynch: not, not with a moment of silence; it sounds to me the that the actual vocal invocation, you two don't seem to be in favor of it; why don't we go the route of the moment of silence; again, I'm like yourself I tend to keep my faith and my religion in my heart not on my sleeve; I don't vocalize it; I do through my actions but not words; completely different; what if we go to a moment of silence; we make it optional on every even year at the start of the new council they can make that as part of one of the things they elect to do or not do based on when we elect officers; and we would keep this to only thirty seconds; and I say thirty seconds because if we go any longer than that, of you recite the lord's prayer very slowly and thoughtfully that takes approximately twenty second; I know I have timed in many times; Amos: I think thirty seconds is a long time; Lynch: that's a long time; we could knock that down to fifteen and still be good; Amos: how would you introduce it though; how would you introduce a moment of silence; Lynch: I would say as we were standing for the pledge of allegiance the president will announce a moment of silence for fifteen seconds; he or she can look at their stop watch or look at the clock on the wall if they can see that far and time it like that; Amos: Coolman what do you got; Coolman: I don't think so; I think we're here to do business; and I think in the beginning, and like the rest of us, I share my faith, and I'm strong in my faith; but I keep it in my house; I don't wear it on my sleeve; it doesn't diminish my beliefs; at the same time I don't expect people to

believe the same way and worship the same way that I do; I view coming here as a honor; we were elected by our public to serve them and I think I just reflect back on when our first meeting occurred; we need as much time as we can get; any time taken up with an extra process just takes away from the time we have to allow for business at hand; we're growing; nobody needs to be reminded about that; the articles that were illustrated all over Ohio media where we're the number one growing city in Ohio; I can only see what our agenda is going to be like in the future; part of the other council rules; I kind of chuckled when I read the; it said that meetings should commence at eleven p.m.; I'm thinking my God, if we're here that late; but with our growth you don't know what we're faced with; and you don't know what other kind of challenges we'll be faced with; in my opinion it is not to diminish the importance of religion in my life or in society but at the same time we are here to serve a purpose, to serve our public as we were elected to do; we should just keep it business and get right to it; that's just my personal opinion;

Amos: I don't have a problem with putting it to vote before council and at least giving them and opinion on a moment of silence; Lynch: at least let council decide; Coolman: I suggested a moment of silence when it was first brought up and you said it was more of a reflection on memory of a tragedy or something of that nature; Jackson: I was actually going to say that from an outside perspective; while a moment of silence can be taken as a period of reflection typically I think the public would see that as in remembrance rather than take that moment to reflect if you understand what I'm saying ; you might be able to reword that as a moment of reflection rather than a moment of silence or something along those lines; Amos: that's where I think introduction of it comes into play; if you say we're going to take a moment of silence to reflect upon our duties tonight; something of that nature that identifies why we're doing it then let council; then they have their opinion; Lynch: if they say silent reflection you're absolutely right; what came to my mind as we played through this over the past week or two was that if we do a moment of silence, which I'm way more in favor of that than a vocal prayer, a moment of silence creates a very dead time; if taken the wrong way it could be a downer for getting onto all this; some people it could be used to clear their minds; that's good but it could be misconstrued on more of a negative term; which we would not want that; I think a silent reflection of our duties to be performed here today for fifteen seconds and move forward with it; I say we bring this to a vote every even years as to whether we proceed with this or not and leave it up to each new council; this council will at least have the chance to vote yay or nay to proceed with this; if it goes dead then we've at least done our due diligence; Amos: I'm going to say 10 seconds; Lynch: it's a long time; Jackson: it is a long time; Mayor: you'll know after you do it a few times; Lynch: so ten seconds; Amos: that would be my thoughts; let's take it to council with the wording; Coolman: not to exceed ten seconds;

A motion was made by Lynch, to present to council a moment of silent reflection on our duties to be performed to be announced by the president immediately after the pledge of allegiance while everyone is standing, to be no more than ten seconds long, this will be voted on a by yearly basis, every even year in January by each new coming council as to whether said council proceeds with this or not, seconded by Amos. The motion carried with the following vote:

Yes 3 – Lynch, Amos, Coolman

Jackson: Gene can I ask a technical question really fast; we technically don't have the pledge of allegiance on our agenda; Hollins: I just added it; Jackson: okay, that would be my recommendation is we add the pledge of allegiance to the council rules as well if everyone is okay with that;

A motion was made by Coolman, to add the pledge of allegiance to council rules, seconded by Amos. The motion carried with the following vote:

Yes 3 – Coolman, Amos, and Lynch

18-059

Council Rules Review

Attachments: [Council Rules](#)

Amos: I do want to touch on something that Mr. Clark and I were talking about; I was eavesdropping on his conversation but I got ironed out; so for the minutes on Bobbi Mershon's comment that Mr. Clark and her were having, the question came into play, should the Mayor be temporarily not in office and the council president takes over what's the term and what if he has a full time job; I think we identified, Mr. Hollins I just want to make sure, that the president could ask for a city manager limited contract version so that there could be someone there to replace full time if need be; Hollins: and the answer to that question and the other question is if it's one day after the start of the new Mayor's term is there an election at the two year mark; those are actually answered by the charter; the charter provides if within the first two years of a four year council term somebody, or a vacancy created for whatever reason, as long as you can meet the timing requirements to get on the ballot we can elect somebody for the last two years of the term; we go back to the voters; with the Mayor it's very simple in the charter; the president of council takes over as Mayor; it doesn't talk about reelection and all that; but any new rule would require going back and changing your charter through the charter commission; maybe something to keep in the back of your mind for the next charter commission; 2020; the same thing with respect to, we've sort of paved the path so if in the future there is a desire to go to more of a city manager type of system that trigger can be pulled now and I think it doesn't not make any provision to whether it's full or part time; you serve at the pleasure; so if it was known that it would be a short term like six months you could always set it up with a contract; that's well within the charter; Jarvis: so someone in house could be given those duties; Hollins: yes;

Amos: under rules sheriff has an extra r in it; that may have been corrected; Coolman: it's just a typo; there's a few other typos in here too; Amos; yes; Jackson: it must have been corrected because my printed copy doesn't have that one; Amos: well good; Lynch: spellcheck is a wonderful thing;

Lynch: I want to talk a little bit about rule eleven and that is the record proceedings and meeting agendas; and when we as council receive our agendas; Mr. Coolman made a great point that our meetings are going to become longer and longer and longer and already we're getting eighty page packets on a Friday night before the council meeting; I'd like to see possibly if we

can move that day up a little bit; instead of saying three days prior to maybe it's three working days prior to so we have more time to consume and review all this information; I know that creates a burden on the city; Jackson: yes; Lynch: can we create some kind of compromise as to whether we get the minutes earlier or certain reports earlier or whatever; Mayor: how much further in advance do they want it; Lynch: I'm thinking like on a Wednesday; if we can get them on Wednesday; that way we've got Wednesday evening, Thursday, Friday; Mayor: that's a huge difference; by the time you're getting everyone's reports together; that's something you want to have happen the first five days after council; Jackson: there's a couple issues like the Mayor said; you're cutting down; if you want packets on Wednesday that means I have to have the information from staff by Tuesday; so you're talking a little over a week after we've had a council meeting; so the information that we as staff would be reporting on would be a small window; so you have that; the other part of it is legislation; well use the ODOT resolution that we had a couple weeks ago as an example; sometimes we don't have that extra time to get; we need something done; and if we have to push up getting those agendas out that means that we have to push all that up and sometimes we just don't know; there was a piece of legislation that came into me Thursday afternoon that's on your agenda this evening; That would have had to have waited another two weeks; in this case maybe it could have waited but in other cases it couldn't have; my fear would be we'd have a lot more amended agendas that way; Mayor: you may know better than I but what's that going to do to public meeting agendas; Jackson: as far as notification goes; it probably shouldn't affect that too much only because it's going to be from the meeting date; not from when the packets have to go out; Amos: the sunshine law requires us to post our dates; which I know you have the remainder of those through the year posted on there; Jackson: yes; Amos: it does not require us to post our full agenda if I read it correctly; we have to post our agenda in enough time for the public to look at it; but I don't think it requires us to post the full agenda; I've not heard this until today, so I'm playing devils advocate, is it something that even an outline of hey just a reminder, here are some things coming up; because sometimes like contracts, I do read them; they do take you a couple hours sometimes to read; is it something if we know ahead of time; Lynch: in these rules it does state that it's at your discretion to change the agenda prior to the meeting; so you do have that; and I do understand that there is meetings and changes and things that are going on and that's all last minute; the minutes from the previous meeting however, if any of us want to reread that which sometimes can be half of that forty page packet that you send out; there's a lot there; what if we could get that earlier and then maybe the balance of it prior to; so we're at least cutting that reading time; sometimes it's hard to on weekends; some of us travel out of town on weekends so it can be a little challenging sometimes; Amos: and we're not trying to stress anyone out; Lynch: no we're not trying to stress people out; just trying to see if we can keep us a little more informed as far as more time to be able to read through things; Jackson: the only thing I don't want to do is inundate you with emails of different versions of the same thing; I think based on the email chain that was exchanged over the weekend with the admissions tax that's kind of what happened and I'm trying to avoid that for you; so giving us the opportunity to sort of review it before we send it out to you that way you are only getting one version and I would be afraid that if we tried to hurry too much with the minutes you would get a version that was maybe incomplete; or I'll be quite honest, sometimes things just happen in the office and we can't get to them for whatever reason; those are just a couple of my concerns; I'm not saying

we couldn't do it; Mayor: let me throw this out there; she's being nice about it; I appointed Amanda as council clerk with council's approval a year and a half two years ago; whatever its been; one of the reasons for that was cost savings; we no longer has to have another person as council clerk; which we did at one time; at the tune of fifty to sixty some thousand dollars a year; she's doing it all and then finance director; it's worked and it has worked up to this point; her primary job is finance director; Lynch: we don't want to take away from that; Mayor: absolutely not; and that's exactly what I was getting at; I'm not going to pull her away from that; if you want to go into things that are going to require her less time to get things done I would have to say you're going to have to look at another council clerk; Lynch: who records the minutes then and transcribes them; Jackson: typically its Tiffany and or Jessica; sometimes I go in and listen to parts that maybe they have a hard time hearing; that's why I say talk into your microphones please; Lynch: then both you and Mayor Ebert approve those minutes before they get sent out, correct; Coolman: I think the intent of what's being suggested is to try and familiarize ourselves with what you guys have been dealing with so we're ready and prepared; cause a lot of times there is so much information that is machine gunned at us, for lack of a better phrase, on a Friday night before; when you sit down and go through it, it takes the entire weekend; because you've got to read it more than once; at least I do because my comprehension skills aren't up there with the rest of you intelligent ones; it take a couple reading to really grasp what's happening; because we don't have any background on it; Jackson: let me kind of give you a little bit of background about a discussion we had; I don't know if it was last year or two years ago; our current process is that al legislation goes to work session; where we introduce it; we talk about it with you; we give you the background; then it immediately goes on for first reading that evening; it was done that way for a while then council said we don't want to do that anymore; we want to have it on work session one meeting to discuss then they want two weeks to digest it then it shows up for first reading at the next meeting; I don't know if that would help you and give you some time; it allows us to have this dialogue about what that legislation is but it also gives you time to think about your questions before it immediately goes to council; the downside from a staff perspective is it now adds two weeks to anything that we need approved; and again because you are already doing three readings sometimes that process is already sixty days long and were just adding to it; we tried it once with the old council; the very first time we brought it to them they said why isn't this on for first reading; our response was this is what you requested; so this added a level of confusion; which is what I'm trying to avoid; but that is an option for you if that's something that might help appease you; the other side of this; really I think the only thing typically that you would have to chew on is anything new; and there's those rare instances where we have multiple pieces of new legislation; usually were only looking at maybe two on average; I don't know what we can do to help you with some of that; I'd like to be able to help you but I don't know that I have a good solution; because we don't always know what's going to be on an agenda in two weeks; Amos: for me the big thing is the contracts especially if they're the longer one; if there is a way when they're done; I don't necessarily need you to say this is agenda item x y z; just a simple this is something were going to be reviewing at the next work session; if you know the contract has no changes is that something that you could send ahead of time; because my concern is I read it over the weekend; I get it on a Friday; then I feel like I'm blasting you if I have questions; you guys are always so good about responding to us; but now I've given you less than

eight hours to respond to me; Jackson: sometimes I don't have those contracts until I'm honestly putting your packet together on a Thursday afternoon; we don't always have the luxury of having them for a number of days before we present them to you to be quite honest; the other side of this though is that's why you have three readings; to let you really look it over and change it if we need to change it; honestly a lot of our contracts are the same form year to year; I know with the three of you being new there is a lot more for you to digest than maybe somebody who has been on council for a while; but we usually try not to throw you a curveball with something completely new and out of left field; Coolman: and I'd like to say your doors have always been open; when we come around; I know I've come around and asked questions and you've always answered them; Amos: Coolman you can always walk over there on your lunch break; Coolman: I can because they are right next door to where I work; Lynch: I don't think we need to, if something gets brought up to council at the work session table for a vote for a first reading I don't think that's really necessary; we do have three readings and that should kind of suffice; Coolman: and we can talk about it then too; and if we have our own questions that we didn't think of in our initial read of it we can always bring it back to work session and talk about it; Amos: I assume you don't mind when we blast you with these twenty questions; Jackson: no, not at all; Lynch: I guess then if we can try to cut down on that Friday; all this information at one time; if we can maybe get an additional day on the minutes or something; again that's something that is pretty cut and dry; I realize there is the time to put that together; again your just changing the time frame; Jackson: the one thing I would ask if we move up at least the minutes is that it would be with the understanding that they are still draft; we may very well go in and clarify some things after that draft is sent you and they will not be considered final just like they are now until they are approved by council; as long as everyone understands that I think we could come to some compromise; Mayor: it could slow things down in that process; Lynch: it could slow things down; if those were sent out on a Thursday as opposed to a Wednesday would that be; Jackson: just the minutes or the entire packet; Lynch: just the minutes; what I'm trying to do is segregate this and get some information out that has already been; the minutes are what are; the words have already been spoken; so you're not reinventing the wheel; all you're doing is recoding and approving; not saying that's an easy task; some of us are a little harder to understand than others; but if we could at least get that prior to; you guys think maybe Wednesday or Thursday; Thursday the latest to at least break that up; do you feel that that would be of any help to spread that out some; Coolman: for me it's the attachments that take my time reading; Lynch: sure; Coolman: so breaking it up really wouldn't help me because I read it all at the same time; Amos: I'm not sure if it would or wouldn't to be honest; because usually when I sit down I like to just go through the whole things and have the mindset and be able to flow with the process of what we're dealing with; Jackson: so your hang up is the actual legislation or our reports or what would it be that is causing you to spend all this extra time; Amos: for me it's the contracts; on the current agenda we have the purchase agreements and I'm sure that once I've read them a couple times they will become old hat and they are probably very standard; it's getting familiar with the language; Mayor: well you've got to understand that he reviews every contract that we have; Amos: you're putting a lot on Gene's shoulders; Hollins: actually not even on mine it's on my real estate attorney's; Jackson: what would be your concern about the contract itself rather than the fact that we're entering into this transaction at all; Amos: I don't think it's a concern; for me that's not the right word; its wanting

to make sure that I can comprehend it completely so if somebody asks me a question I can answer without hesitation and without incorrect information; I want to make sure that I've read it carefully; the tax we just put through; I read it through and read it through; and then you still go back again and say let me make sure I'm able to process it; like Mr. Coolman says, I just got to go through it; Mayor: how many contracts besides Franklin County Public Health and ODOT for salt are emergencies; Jackson: we typically try not to do many emergencies so not a whole lot; Mayor: so it's not like you have to understand them that weekend; Amos: the fact that we do have a couple reads makes it nice; I just feel bad because I'm constantly like Monday; Coolman: I understand where it pushes back on the city because if you look at item number D on the council rules, 11D, even the Mayor, finance and staff shall turn their reports in no later than noon the Thursday prior to our meetings; so their deadlines for their reports is Thursday which gives them, Amanda time, one day to get them out to us; basically that next day; if we're going to change our delivery date it has a ripple affect; Lynch: everything has to shift to the left; Coolman: which is what they mayor was saying earlier; sometimes they don't get their information until Thursday or Friday; Lynch: the reports and everything I can certainly understand; Coolman: I understand what you're saying Pat; it's tough for me too; I usually sit down on the weekend when I read them; and I have limited time; Lynch: most of my time is workday evenings; Mayor the only thing that's going to change on your council agenda is first reading; Lynch: on the agenda yea; I guess what I was getting at was, I understand that some of this stuff is last minute coming up; the meeting minutes themselves which is probably thirty or forty pages of the overall packet; if we could get those prior to; a day or two earlier I think would make things easier and still allow staff the same time frame they had to get stuff to the clerk of council to get on the agenda; so that doesn't change at all; the only thing changing is the publishing of the minutes; not only that but also her concerns for general public; people that don't go into the audio of the minutes; they want to be able to hear or read what went on in council the day after; now that's kind of crazy; Mayor: they aren't published until they're approved by me; Jackson: and that would be my concern about putting anything out that isn't final; Mayor: if you don't approve them why do we need to put them out there; Coolman: you don't; we've got to protect ourselves here; Amos: Bruce has brought to council before where he has wanted to clarify and I think it's very important that we have that opportunity before; Coolman: that's part of our duty; Amos: so you'd like to read the minutes ahead of time; is Tiffany allowed to talk; Lynch: a couple days ahead of time so I can get that portion out of the way; Amos: Tiffany, since you're typing a lot of these what are your thoughts; O'Donnell: it's not usually a problem; Jessica has been very helpful with me on the weeks I've been supporting the pool functions a lot this past week or so and I was on vacation; so for example these past minutes weren't even done until Friday at the very last minute just because I was on vacation and water bills were due so Jessica was slammed; so there might be very rare instances in which we are just absolutely slammed; but it shouldn't be a problem; I will be sure to communicate or have Amanda communicate with you guys on those rare instances where they might be turned in Thursday or Friday; Amos: okay, so could we just ask of they are done early if we could; Mayor: let me just throw something else in there that she didn't say; she also covers for those that are on vacation and at the community center so that limits her time; Jackson: and keep in mind the longer your meetings the longer it takes to do the minutes; Amos: wrap it up is what she's saying; O'Donnell: typically they are done about Tuesday or Wednesday so I will do my

absolute best; Amos: I would say if they are done great; we know they're not official if they're not; Jackson: if this is something you want to put in the actual rules then say maybe we put no later than and give me a date and time; that way if they're done earlier we can get them to you earlier if not I have a finite deadline; whether that's noon on Thursday or five o'clock on Wednesday; Mayor: why don't we test the waters; Amos: I'm okay with testing the waters; are you okay with testing the waters; Lynch: yes; Amos: I don't think that I'm ready to push that through as a rule; Mayor: let's test the waters; Jackson: and to be honest it doesn't necessarily have to be a rule; it can just become a practice; Amos: it would be nice if we got them a little early and see what happens; Lynch: yea it would be one part just out of the way for you; let us know; just give us some feedback as to whether that is doable or not; Jackson: like Tiffany said there may be weeks for whatever reason if we're shorthanded or absolutely incredibly busy and we'll communicate those to you; Lynch: and the same thing if anything that comes up with new development plans; if those could get forwarded earlier too if possible; Jackson: obviously you all know that there is certain stuff that we just don't want to communicate until everything is said and done; Coolman: when possible;

Lynch: is there any other questions, thoughts, or concerns; Coolman: one other item; this is just out of my curiosity and that's all; curiosity killed the cat; when someone misses and we go through and someone says I make a motion to excuse so and so form the meetings; is there a limit; Lynch: that is covered in our charter; Jackson: there is a limit in the charter; Lynch: and it's up to us to contact clerk of council of our absence if we are to be absent; so what is the allowed absences; Coolman: my whole question is are we just blindly saying yea I agree to excuse so and so and we don't even know of there are any repercussions from that; Lynch: I don't think that we're agreeing; we're acknowledging that they're not present at said meeting; Jackson: you're excusing their absent; Lynch: we are excusing; Jackson: that's the motion that's being made; I make a motion to excuse this individual from the meeting; Coolman: do we have the authority to blanket excuse when we don't know what the reason would be; Hollins: you don't need to articulate a reason if you excuse them; Coolman: I looked in that little white pamphlet and I did not see it; that's why I'm asking; and again I'm only asking to see if were off base legally; Lynch: and how many absences are we allowed a year; Coolman: I don't want somebody coming back a year from now and saying you know when you did all that and that's wrong; Jackson: I want to say the number six is sticking out in my head; let me look into this; like I said I'm fairly positive it actually spells it out somewhere in here; Mayor: somewhere I've seen it; Jackson: I have too I just can't remember where; It is under page 23; article 11; general provisions; it talks about unexcused absences; C1; Hollins: you're right; it says six; Amos: out of curiosity, since we like that word; what happens after six; is that in the next page; Hollins: then you're subject to a charging official asking for your removal; Coolman: you could be removed; you could be dismissed; thank you Amanda;

F. Adjournment @ 5:53 p.m.

***A motion was made by Coolman, seconded by Amos to adjourn.
The motion carried with the following vote:
Yes 3 – Coolman, Amos, Lynch***