

MEDINA CITY COUNCIL
January 3, 2024, Wednesday
Special Session - Organizational Meeting
Council Rotunda

Opening:

After due notice according to law, Medina City Council met in special, open session Wednesday, January 3, 2024. The meeting was called to order at 6:00 p.m. by President of Council John Coyne who also led the pledge of allegiance.

Invocation:

The invocation was offered by Reverend Michael Wilson – Fellowship Baptist Church

Oaths of Office were administered to the following:

John M. Coyne, III, President of Council by wife Jennifer Coyne and surrounded by his three children.

Dennie Simpson, Ward 2 Councilman by his wife Phebe Simpson, with his son and granddaughter Journey.

James A. Shields, Ward 4 Councilman by the Retired Judge Judith A. Cross, bible held by Mayor Dennis Hanwell.

Natalie Harjar-DiSalvo, Council At Large by husband Samuel DiSalvo with son Dominick.

Roll Call:

President Coyne called for the roll call and the following members of Council were present: J. Coyne, N. DiSalvo, R. Haire, P. Rose, J. Shields, and D. Simpson. J. Hazeltine was absent.

Motion to move the April 8, 2024 Regular Council meeting to April 9, 2024.

J. Shields moved to move the April 8, 2024 Regular Council meeting to April 9, 2024, seconded by D. Simpson. The roll was called and the motion was approved by the yea votes of N. DiSalvo, R. Haire, P. Rose, J. Shields, D. Simpson, and J. Coyne.

Confirmation of Council Committee Appointments by President of Council: (Exh. A)

Mr. Shields moved to confirm the Mayor's appointment, seconded by Mr. Simpson. The roll was called and the appointment was confirmed by the yea votes of R. Haire, P. Rose, J. Shields, D. Simpson, J. Coyne, and N. DiSalvo.

Confirmation of other Council Committee and President of Council Pro-Tem: (Exh. B)

Mr. Shields moved to approve the committee appointments by the President of Council, seconded by Mr. Simpson. The roll was called and the appointments were confirmed by the yea votes of J. Shields, D. Simpson, J. Coyne, N. DiSalvo, R. Haire, and P. Rose.

Confirmation of Mayor's Director Appointment:

Gregory A. Huber – Director of Law – expiring 1/3/26

Mr. Shields moved to confirm the Mayor's director appointment, seconded by Mr. Simpson. The roll was called and the appointment was approved by the yea votes of D. Simpson, J. Coyne, N. DiSalvo, R. Haire, P. Rose, and J. Shields.

Confirmation of Mayor's Appointment:

Robert Cureton – Board of Zoning Appeals – Exp. 12/31/27

Mr. Shields moved to confirm the Mayor's appointment, seconded by Mr. Simpson. The roll was called and the appointment was approved by the yeas of J. Coyne, N. DiSalvo, R. Haire, P. Rose, J. Shields, and D. Simpson.

Consideration of Council Rules:

Mr. Shields moved that Chapter 111, the Rules of Council be amended as shown in the exhibit presented, with modifications to sections 111.12 and 111.16, seconded by Mr. Simpson. The roll was called and the amendments were approved by the yeas of N. DiSalvo, R. Haire, P. Rose, J. Shields, D. Simpson, and J. Coyne.

Mr. Shields moved for the re-adoption of Section 111, the Rules of Council as amended, seconded by Mr. Simpson. The roll was called and the Council Rules were re-adopted as amended by the yeas of R. Haire, P. Rose, J. Shields, D. Simpson, J. Coyne, and N. DiSalvo.

Adjournment:

There being no further business, the meeting was adjourned at 6:15 p.m.



Kathy Patton, Clerk of Council



John M. Coyne, President of Council

Exhibit A
January 3, 2024

2024 MEDINA CITY COUNCIL COMMITTEES by President of Council

FINANCE

John Coyne, Chair (27)
Natalie Harjar-DiSalvo (27)
Jessica Hazeltine (25)
Jim Shields (27)
Paul Rose (25)
Dennie Simpson (27)
Regi Haire (25)

HEALTH, SAFETY & SANITATION

Dennie Simpson, Chair
Natalie Harjar-DiSalvo
Regi Haire

PUBLIC PROPERTIES

Jim Shields, Chairman
Natalie Harjar-DiSalvo
Dennie Simpson

EMERGING TECHNOLOGIES

Natalie Harjar-DiSalvo, Chair
Paul Rose
Jim Shields

SPECIAL LEGISLATION

Paul Rose, Chair
Jessica Hazeltine
Regi Haire

STREETS & SIDEWALKS

Regi Haire, Chair
Paul Rose
Jessica Hazeltine

WATER & UTILITIES

Jessica Hazeltine, Chair
Dennie Simpson
Regi Haire

AGENDAS/2024 by President
12/27/2023

Exhibit B
January 3, 2024

2024 MEDINA CITY COUNCIL – OTHER COMMITTEES

By President of Council:

Business Development Committee – John Coyne - exp. 12/31/27
Airport Commission – Natalie DiSalvo - exp. 12/31/27
Economic Development Committee – John Coyne – exp. 12/31/27
Railroad Commission – Dennie Simpson
Shade Tree Commission – Regi Haire – exp. 12/31/27

By Council:

Audit Committee – Jim Shields – exp. 12/31/27
CRA Housing – Jess Hazeltine – exp. 12/31/26
Medina County Planning Commission – Regi Haire – exp. 12/31/26
ESID Board – Jess Hazeltine
Income Tax Review Board – Jennifer Rose – exp. 12/31/26

President of Council Pro-Tem – Jim Shields – exp. 12/31/25

AGENDAS/2024 Other Appointments
12/27/23

PROPOSED AMENDMENTS TO 111.12 – RULES OF COUNCIL

111.12 LEGISLATION; COUNCIL BUSINESS; PRESENTATION AND PROCEDURE.

(a) It is deemed desirable to have any and all proposed legislation or other matters requiring legislative action first brought to the attention of Council at an open Council meeting. Unless it is determined to suspend the Rules of Council in order to give immediate consideration to such proposed legislation or other matters, they shall be referred promptly to an appropriate committee pursuant to the provisions of Sections 111.10 and 111.11. No committee of Council need accept for consideration any proposed legislation or other matters which will ultimately require legislative determination unless the same has been first introduced in an open Council meeting.

(b) Any proposed legislation, or other matters which have been referred to and accepted by a committee of Council without first being introduced at an open Council meeting, shall be promptly reported to Council by the President of Council or by the chairman of such committee at the next meeting of Council, and any such matters so considered shall likewise be clearly reflected in the minutes of the committee in question. In no event shall any committee, or other formal councilmatic body, give consideration to matters which are not promptly made matters of public record pursuant to the provisions of these rules, unless the matters under consideration are of such a nature that a premature disclosure would be detrimental or prejudicial to the best interests of the City.

(c) Prior to each meeting, the Clerk of Council shall prepare an agenda, or written schedule of matters, to be brought before Council and shall cause a copy of the same to be delivered to each member of Council together with the full text of any proposed legislation at least seventy-two hours prior to each scheduled meeting. Such agenda or written schedule shall constitute the formal schedule on business to be considered by Council at its next meeting, and matters not included on such agenda shall not receive consideration by Council, except upon suspension of these rules. (1-4-88; 1-3-11.)

(d) Any proposed legislation or other matter which is to be placed on the agenda for action by Council shall be presented to the Clerk in a completed and final state not later than 12:00 noon on the Wednesday preceding the meeting of Council. Legislation presented to Council shall not include an emergency clause. An emergency clause shall be added to legislation only upon a two-thirds vote of the membership of Council.

Any requests for Council action which are to be placed on the agenda shall be presented to the Clerk in a completed and final state not later than 5:00 p.m. on the Tuesday preceding the meeting of Council.

(e) The Clerk shall have the responsibility for the systematic and logical identification of proposed ordinances, resolutions and other matters to be considered by Council, and he or she may assign identifying numbers or designations to any such items which have been placed upon the agenda. He or she may also, at his or her discretion, and in order to facilitate record keeping, assign such identifying numbers or designations, or a different series of identifying numbers or designations, to any other matters which have been

formally presented to Council or to a committee of Council, whether or not such matters have been placed on the agenda.

(Passed 1-6-14.)

(f) Any request to withdraw a rezoning ordinance from a Council agenda must be made by the rezoning applicant in writing to the Clerk of Council prior to consideration of the ordinance on the Council floor. After filing of such a request, the ordinance shall be withdrawn, except that a written statement of intent as to temporary or permanent withdrawal must be submitted to the Clerk of Council within fourteen days after the meeting from which agenda it was withdrawn. Failure to resubmit such statement of intent will result in automatic disapproval of the proposed rezoning. (Ord. 84-78. Passed 5-22-78.)

(g) It is deemed desirable that Council's consideration and finalization of the annual budget ordinance and 5-Year Budget process be completed prior to the budget appearing on the floor for final approval at the December meeting. It is understood, however, that minor amendments may be required at said meeting and it is agreed that such amendments may be proposed verbally. Reference Ord. 93-11, passed June 27, 2011 and Sections 115.01 and 115.02.

~~(h) In the event a member of Council or the Administration desires to propose an extensive amendment to the annual budget ordinance being considered at the December meeting, it is in the best interest of Council that such proposal be complete in the following respects:~~

~~(1) Proposed amendments shall include complete budget control sheets for the affected budget areas. Indicated on said documents shall be a column showing fund amounts as proposed by title in the ordinance and a separate column indicating the proposed amended amounts by title. All totals shall be calculated for each area and column.~~

~~(2) Where two or more budget areas within the same department are proposed for amendment, there shall be, in addition to the information required in subsection (h)(1) hereof, a written summary explaining the impact of the proposed amendments. This summary shall also include a reconciliation of the proposed changes with the available funds and/or the clear definition of the sources of any additional revenues required to fund the proposed amendments. These requirements shall also apply to amendments which affect budget areas in more than one department.~~

~~(i) Proposed amendments and their accompanying documentation under subsection (h) hereof shall be provided to the members of Council, the Mayor, the Finance Director, the Council Clerk and all Directors whose budgets are affected at least twenty-four hours in advance of the Council meeting at which the amendments are to be proposed.~~

~~(j) Should there arise a dispute as to whether a proposed amendment constitutes a minor budget amendment (subsection (g) hereof) or an extensive amendment (subsection (h) hereof), such determination shall be made on a case by case basis by the majority vote of Council. (Approved 1-4-93)~~

~~(k)~~ (h) Special assessment public hearing. Before any legislative action is taken on a special assessment project, the legislative body shall hold a public hearing and shall give at least thirty days' notice of the time and place thereof in a newspaper of general circulation in the municipal corporation. The Clerk of Council shall, at least twenty days prior to the public hearing, notify by ordinary mail all record owners of each parcel of land to be assessed.

(1-3-94.)

SECTION 111.16 PROPOSED AMENDMENTS:

111.16 CLERK OF COUNCIL/DEPUTY CLERK OF COUNCIL: DUTIES.; ~~ADDITIONAL COMPENSATION.~~

(a) The Clerk of Council or their representative shall attend all meetings regular and special, record all proceedings in the minutes, prepare an agenda for every meeting, attend to all correspondences incidental to his office, attend to the codification of the ordinances, according to the system employed by the City, to perform such other duties as may be assigned to him by Council or are required by law. If there is a part-time Clerk of Council and a part-time Deputy Clerk of Council, the Clerk of Council may split up the Clerk of Council duties between them as directed by the Clerk of Council or President of Council.

(b) In addition to those duties imposed by law, by the Charter or otherwise by these Rules of Council, the Clerk of Council shall have the following duties:

(1) ~~He They~~ shall forward to the members of Council, not less often than once each week, any correspondence, minutes or other materials which have been delivered to or accumulated at the City Hall.

(2) ~~He They~~ shall maintain in the office of the President of Council a calendar of scheduled committee meetings and other functions requiring the official attendance of members of Council, and ~~he they~~ shall to the extent possible, coordinate the scheduling of such matters in order to avoid conflicts of time, membership and facilities.

(3) At the request of any committee chairman ~~he they~~ shall make ~~himself themselves~~, or ~~his their~~ representative, available for committee meetings.

(4) No less often than once each three months ~~he the Clerk~~ shall inquire of and report to all committee ~~chairs men~~ regarding the status of their committee records and minutes.

(Ord. 1-74. Passed 1-3-74.)

~~—(c) Whenever the Clerk of Council, or her representative, attends a Council committee meeting to take minutes at the request of its chairman, and during other than regular business hours, she shall receive in addition to any other compensation, the sum of twenty dollars (\$20.00).~~

A committee chair~~man~~ should not request the Clerk of Council, or ~~her their~~ representative, to attend a committee meeting except for meetings of major importance.

(Ord. 12-80. Passed 1-28-80.)

SECTION 111.16 PROPOSED AMENDMENTS:

111.16 CLERK OF COUNCIL/DEPUTY CLERK OF COUNCIL: DUTIES;~~ADDITIONAL~~ COMPENSATION.

(a) The Clerk of Council or their representative shall attend all meetings regular and special, record all proceedings in the minutes, prepare an agenda for every meeting, attend to all correspondences incidental to his office, attend to the codification of the ordinances, according to the system employed by the City, to perform such other duties as may be assigned to him by Council or are required by law. If there is a part-time Clerk of Council and a part-time Deputy Clerk of Council, the Clerk of Council may split up the Clerk of Council duties between them as directed by the Clerk of Council or President of Council.

(b) In addition to those duties imposed by law, by the Charter or otherwise by these Rules of Council, the Clerk of Council shall have the following duties:

- (1) ~~He~~ They shall forward to the members of Council, not less often than once each week, any correspondence, minutes or other materials which have been delivered to or accumulated at the City Hall.
- (2) ~~He~~ They shall maintain in the office of the President of Council a calendar of scheduled committee meetings and other functions requiring the official attendance of members of Council, and ~~he~~ they shall to the extent possible, coordinate the scheduling of such matters in order to avoid conflicts of time, membership and facilities.
- (3) At the request of any committee chairman ~~he~~ they shall make ~~himself~~ themselves, or ~~his~~ their representative, available for committee meetings.
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