



## **CHARTER ADVISORY COMMITTEE AGENDA**

### **Wednesday, September 20, 2023 at 6:00 PM**

15 East Franklin Street Bellbrook, Ohio 45305

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- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. APPROVAL OF MINUTES**
  - A. Approval of Previous Meeting Minutes
- 4. OLD BUSINESS**
  - B. Continued Discussion on Charter Sections
- 5. NEW BUSINESS**
- 6. OPEN DISCUSSION**
- 7. ADJOURNMENT**

**RECORD OF PROCEEDINGS**  
Bellbrook Charter Advisory Committee Meeting  
August 17, 2023

Item A.

**CALL THE MEETING TO ORDER:**

Mayor Schweller called the Meeting of the Bellbrook Charter Advisory Committee to order at 6:00pm

**OATH OF OFFICE:**

Mayor Schweller announced the swearing in the Oath of Office for all the newly appointed members to the Bellbrook Charter Review Committee.

**ROLL CALL**

**PRESENT**

Ms. Angela Brown  
Mr. Bill Hopkins  
Ms. Jennifer LeClaire  
Ms. Amy Stone  
Ms. Tess Augustine  
Ms. Kathleen Taylor  
Mr. David Buccalo

**APPROVAL OF MINUTES:**

None

**OLD BUSINESS:**

**NEW BUSINESS:**

Mayor Schweller announced the nomination and election of a chairperson.

Mr. Buccalo spoke about the Charter Review Committee and mentioned being committed and provided some background on the previous committee.

Mayor Schweller asked if anyone had any nominations or anyone who wished to be the chairperson. Ms. LeClaire asked if each committee person could introduce themselves and give a little background on themselves.

Ms. Amy Stone: HR, Outreach, President of the Open Arms Clinic in Bellbrook. She is also, involved in the community in other ways.

Ms. Jennifer LeClaire: Chairperson of the Bellbrook Community Support Center, National Board of the Crochet Guild of America, Drug Rep, and an Adult Trainer.

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Item A.

Mr. Bill Hopkins: Worked in IT, Project Manager, and a resident of Bellbrook.

Mr. David Buccalo: Served as Mayor, a City Council member, and a previous Charter Review Commission member.

Angela Brown: Graphic Designer living in Bellbrook and wants to get more involved in the community.

Mayor Schweller asked if a chairperson needs to be decided on tonight or can it wait until all seven members are present.

Mr. Schommer noted it can be done at the next meeting.

Mr. Buccalo nominated Ms. LeClaire as the Chairperson.

Ms. LeClaire nominated Mr. Hopkins as the Chairperson.

Mr. Schommer stated the nomination floor is tabled for the next meeting and not closed.

Mr. Schommer provided details on the Charter Review Commission process.

Mr. Buccalo asked if the city had any changes they would like to see. Mr. Schommer replied yes, and staff will come back and bring in recommendations.

Ms. LeClaire asked if there were any confidential components. Mr. Schommer replied the meetings are public and there is no confidentiality at all.

Mr. Buccalo mentioned making agreements about no social media discussions from the committee and suggested working together as a group.

Mr. Schommer went over deliberating outside of a meeting and Ohio Open Meeting Law guidelines with the Committee. He also noted a suggested breakdown of section of the Charter to start of with review. He stated the first five Articles for the first phase go together somewhat functionally.

The Committee agreed a decent starting point were those first five.

The Committee then discussed identifying the next few meeting times.

Ms. Stone asked how long this process has taken in the past. Mr. Schommer replied a few months; however there is plenty of time and flexibility in the schedule for completion.

Mayor Schweller provided recommendations on Sections that may want to be reviewed.

Mr. Schommer asked for members to work on a schedule and find the right balance.

**RECORD OF PROCEEDINGS**  
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Item A.

Mr. Hopkins suggested sending an email to all on the committee.

Mr. Buccalo provided details on how the old Charter Review Commission worked.

Mr. Schommer stated times have changed and all meetings are recorded.

Mr. Schommer asked if Wednesdays work for everyone in attendance today for future meetings. Suggested the week of 16<sup>th</sup> after the next Council meeting. Staff and the council need time to review the Charter.

Ms. LeClaire provided the date of the 16<sup>th</sup> will not work for her or Amy. Suggested date of Tuesday the fifteenth as one option. Also, Thursday's and a time of 6:00pm.

Mayor Schweller asked Mr. Schommer if he could provide details to the council so they can provide any thoughts they may have on it.

Mr. Schommer replied that he will get this to the council.

Mayor Schweller asked if there was any other discussion this evening. None

**ADJOURNMENT:**

Hearing no further business coming before the Council, Mayor Schweller declared the meeting adjourned at 8:02 pm

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Michael Schweller, Mayor

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Robert Schommer, Clerk of Council