




City of South Lebanon
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**Charter Commission Meeting
MEETING MINUTES**

Wednesday, October 19, 2022 @ 6:00pm

1. Call to Order by Chairman, Bryan Corcoran at 6.00pm.
2. Roll Call:
Present Members – Bryan Corcoran, Susanne Mason, Donald Burke, Peter Geraci, David Smith, William Melzer, Richard Bertagna Ginger Mandelstein, Aubrey Corcoran, Angela Vick
Absent Members –David Frasure, Arthur McFarland, Clyde Adkins, Bryan Payne, Michael Wells
Staff – Andrew Meier, City Solicitor
Visitors – Catherine Cunningham, & Tom Pannett, Kegler Brown, Hill & Ritter
3. Pledge of Allegiance
4. Chairman, Bryan Corcoran asks for a motion to approve the Meeting Minutes from October 12th, 2022. Motion made by Donald Burke and seconded by Peter Geraci.
VOTE TAKEN: All Yeas
5. Bryan Corcoran opens the floor to Tom Pannett for review of revisions to approved Charter provisions (Articles 1, 4, 5, 12, and 13).
 - A. Tom introduces Articles 1, 4, and 5. Catherine Cunningham states there is some question from City staff regarding intent in these sections. After discussions, the Charter Commission states the intent of adding verbiage in 5.03D was to only pertain to firing, and therefore the last sentence in 4.03C should be removed to remain consistent throughout the Charter. Andrew agrees and suggests adding a clarifying sentence at the end of 4.03C; along with removing “such as approve by the mayor” out of section 5.03D. Charter Commission agrees as well as removing the last sentence “with such appointments being subject to approval by the mayor” in 5.05C. Charter Commission also decides to remove the last sentence “with such appointments being subject to approval by the mayor” in 5.05D. Charter Commission agrees this will make all three articles consistent.
 - B. Tom Pannett asks for a motion to approve Sections 4.03C, 5.03D, 5.05C and 5.05D. Motion is made by Bryan Corcoran and is seconded by Susanne Mason.
VOTE TAKEN: All Yeas

6. Tom Pannett introduces Article 12.
 - A. Catherine states there is now an effective charter date of May 2nd, 2023. Bryan Corcoran asks if there will be anything else on the ballot. Andrew states there is nothing else at this time.
 - B. Bryan Corcoran asks for a motion to approve article 12 with the effective charter date amendment. Motion made by Angela Vick and seconded by David Smith.
VOTE TAKEN: All Yeas
7. Tom Pannett introduces Article 9 for discussion.
 - A. Tom asks for additional information for section 9.05F of this article. After further discussion, Charter Commission agrees on amendments.
 - B. Bryan Corcoran asks for a motion to approve section 9.05F to make any Charter Commission recommendation to Council be mandatorily on the ballot at the next general election, or at the discretion of Council, on a special meeting before the next general election. Motion made by Aubrey Corcoran and is seconded by Richard Bertagna.
VOTE TAKEN: All Yeas
8. Tom introduces Article 6 – Boards and Commissions. Donald Burke expresses concern that Council can create these boards, but they currently have no say in who is on those boards. Catherine states it was discussed with the mayor, and typically Council has not wanted the duty. Donald Burke suggests there be similar language stating that the mayor can recommend but must be approved by at least a majority of Council. Charter Commission agrees.
 - A. Motion to approve Article 6 as amended made by Ginger Mandelstein and is seconded by Donald Burke.
VOTE TAKEN: All Yeas
9. Catherine Cunningham opens discussion for Article 11.
 - A. After further discussion regarding the designee of a contracting officer by the mayor, the Commission was satisfied with the language of Section 11.02A as written permitting a designee without identifying a specific designee in the Charter.
 - B. Charter Commission discusses bidding within the city and decides to add “ordinance” to last sentence of section 11.01.
 - C. Catherine asks for a motion to accept article 11 as amended. Bryan Corcoran makes said motion and is seconded by Angela Vick.
VOTE TAKEN: All Yeas
10. Catherine goes on to discuss Article 8 – Charter Commission discusses nominations and elections.
 - A. Charter Commission decides to remove section 8.04 and incorporate into 8.02 to avoid redundancy.
 - B. Catherine asks for a motion and second to approve article 8 as amended. Motion made by William Melzer and is seconded by David Smith.
VOTE TAKEN: All Yeas
11. Charter Commission discusses possible Preambles. Charter Commission decides the City’s Seal quote should be incorporated, along with the words “fiscal responsibility” and “integrity”.
12. Bryan Corcoran asks for a motion and second to adjourn. Motion made by William Melzer and is seconded by David Smith.
VOTE TAKEN: All Yeas



Bryan Corcoran Chairman



Brianna Koutny Clerk