



# CITY COUNCIL WORKSHOP

April 02, 2024 at 6:00 PM

Boardman City Hall Council Chambers  
**MINUTES**

## 1. CALL TO ORDER

Mayor Keefer called the workshop open at 6:00 PM.

## 2. FLAG SALUTE

## 3. ROLL CALL/EXCUSED ABSENCES

Councilors Present: Mayor Paul Keefer, Councilor Heather Baumgartner, Councilor Brenda Profitt, Councilor Ethan Salata (arrived 6:07 PM), Councilor Cristina Cuevas, Councilor Richard Rockwell, Councilor Karen Pettigrew

Staff Present: Brandon Hammond - City Manager, Amanda Mickles - City Clerk

## 4. REPORTS, CORRESPONDENCE, AND DISCUSSION

### A. City Manager - City of Boardman Charter of 1985

City Manager Hammond started in the final areas of the Charter of 1985

Section 22 - Municipal Judge - General consensus is to use the LOC model.

Section 23 - City Manager - General consensus is to use the LOC model, with the one change under "c" to "the manager will reside in the city". Councilors stated it is better to have the manager in the city where the rules apply to them.

City Manager Hammond requests to change the originally presented timeline of the final community event from April to May to allow for time to work on the final document, changing the structure. It will be completed in time for the next Council meeting. Council agreed.

Section 10 - Appointive Officers - Council hires the manager, judge and attorney. Would the Council like to remove the attorney from positions the Council hires and have the City Manager hire the attorney. Discussion was had that the City Manager is protected if the Council hires the attorney.

Section 11 - Salaries - Add the wording "and city officers" to allow for the Councilors to receive a stipend for their time. Discussion around SEI filing and who would sign the checks. Councilors discussed that department heads do not have contracts and how there is nothing determining wage increases.

Section 13 - Meetings - Clarify the rules used to designate time and place of meeting are the Council rules.

Section 29 - What Creates a Vacancy - Council questioned misdemeanor conviction would create a vacancy. City Manager Hammond will research this further to determine if there are levels of misdemeanor that should be excluded, otherwise

councilors do not agree that a misdemeanor conviction should vacate a seat on Council.

Section 32 - Mode of Enactment - The majority of the Current Charter is covered by Council rules or state law. Amended text will reflect the language stating who, when, and how the document is signed.

Section 33 - Condemnation - Remove from Charter as it is covered by state law.

Section 34 - Improvements - Remove from Charter as it is covered in Municipal Code.

Section 24 - Elections - Previous concerns and discussion of procedure if all councilors vacated their positions at the same time. LOC recommended a "daisy chain" process of filling Council positions. The single councilor would appoint one additional councilor, then the two councilors would appoint the third, and so on, to fill the council until the next election. Councilors agreed and the language will be added to the Charter.

City Manager Hammond stated a community member had previously brought up the process of appointing a Councilor to a vacant seat and waiting until the next election for that seat to be filled by election, the appointment is not allowing the community to fill that seat. The LOC stated the City has the ability to change the appointment time through the Charter to appoint someone into the seat, and at the very next election cycle, the person files to be elected into the position for the remainder of the term, whatever is left after the election. Discussion was held that the Councilors were elected into a position and they should be able to appoint as needed.

City Manager Hammond said going forward, all staff reports in Council Packets will be on a "pay period" time frame, the 23rd through the 22nd. This will allow staff time to compile the month report for Council due to meetings on the first Tuesday of the month.

## **5. ADJOURNMENT**

Mayor Keefer closed the workshop at 6:44 PM.

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Paul Keefer – Mayor

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Amanda Mickles – City Clerk