Ashtabula City Municipal Building) **Monday, December 2, 2013**
City of Ashtabula)

Council met in an **ORGANIZATIONAL MEETING**, as required by Ashtabula City Charter Section 10. The President of Council called the meeting to order at 6:30 p.m.

Members Present: **Mr. J.P. Ducro IV** (President), **Mr. Christopher M. McClure** (Vice President)
Mr. Richard F. Balog (Ward 1), **Mr. August A. Pugliese** (Ward 2)
Mrs. Alice T. Cook (Ward 3), **Mrs. Josephine Misener** (Ward 4)
Mr. Kris E. Hamrick (Ward 5)

Member(s) Absent: NONE

Officer(s) Present: **Mrs. Dana D. Pinkert** (City Auditor/Acting City Treasurer)
Mrs. LaVette E. Hennigan (Clerk of Council)

Officer(s) Absent: **Mr. James M. Timonere** (City Manager – attendance not required)
Mr. Michael Franklin (City Solicitor - attendance not required)

Sunshine Law: Conformity to the Sunshine Law was certified.

Welcome: The Council President welcomed Mrs. Karen Flack, Mr. Earl Tucker, Mr. & Mrs. Deneen (citizens), and Star Beacon Reporter Shelley Terry.

COUNCIL ROSTER: A few changes were made to the roster and the follow was placed on record:

Mr. J. P. Ducro IV	President (R)	992-4033 (h)
430 West Prospect Road	**12/01/2011 thru 11/30/2015**	998-4457 (f)
Ashtabula, Ohio 44004	(jpducro@ducro.com)	

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Mr. Christopher J. McClure	Vice-President (R)	964-2335 (h)
3247 Brianna Court	**12/01/2011 thru 11/30/2015**	998-4457 (f)
Ashtabula, Ohio 44004	(mcclureconsulting@windstream.net)	

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Mr. Richard F. Balog	Ward I (D)	964-2447 (h)
2018 West 16th Street	**01/18/2011 thru 11/30/2015**	998-4457 (f)
Ashtabula, Ohio 44004	(rick@balogs.name)	

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Mr. August A. Pugliese	Ward 2 (D)	993-4363 (h)
943 East 24th Street	**12/01/2011 thru 11/30/2015**	998-4457 (f)
Ashtabula, Ohio 44004	(jpugliese@windstream.net)	

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Mrs. Alice T. Cook	Ward 3 (R)	964-7703 (h)
1742 West 14th Street	**12/01/2013 thru 11/30/2017**	998-4457 (f)
Ashtabula, Ohio 44004	(atcook@windstream.net)	478-3204 (c)

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Mrs. Josephine Misener	Ward 4 (R)	992-0799 (h)
2134 East 42nd Street	**12/01/2013 thru 11/30/2017**	862-5580 (c)
Ashtabula, Ohio 44004	(kenjo@roadrunner.com)	998-4457 (f)

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Mr. Kris E. Hamrick	Ward 5 (D)	812-9889 (h)
5831 Washington Avenue	**12/01/2013 thru 11/30/2017**	998-4457 (f)
Ashtabula, Ohio 44004	(khamrick2011@gmail.com)	

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Mrs. LaVette E. Hennigan, MMC	Clerk of Council (Certified)	998-1910 (h)
1827 East 45th Street	**Appointed (2/28/1992)**	992-7119 (o)
Ashtabula, Ohio 44004	(lhennigan@ashtabulacity.com)	998-4457 (f)

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(h) = home (f) = fax (o) = office (c) = cellular

COMMITTEE ROSTER: The following roster was presented and approved for report at this evening's Regular Council Meeting:

COMMUNITY / ECONOMIC DEVELOPMENT / PARKS & RECREATION - (CD/ED/P&R)
MEETING DATE/TIME: (2nd Monday @ 4:00 p.m.)
Josephine Misener – **Chair**
Christopher McClure **– Vice Chair**
Rick Balog
Alice Cook

FINANCE & PERSONNEL - (F&P)
MEETING DATE/TIME: (2nd Friday @ 8:00 a.m.)
J.P. Ducro IV – **Chair**
Rick Balog **– Vice Chair**
August Pugliese
Alice Cook

PUBLIC WORKS / UTILITIES / SCHOOLS - (PW/U/S)
MEETING DATE/TIME: (2nd Thursday @ 4:30 p.m.)
Christopher McClure - **Chair**
August Pugliese – **Vice Chair**
Josephine Misener
Kris Hamrick

SAFETY FORCES - (SF)
MEETING DATE/TIME: (3rd Friday @ 8:00 a.m.)
Richard Balog – **Chair**
Josephine Misener– **Vice Chair**
Alice Cook
Kris Hamrick

Ashtabula City Council Organizational Meeting
Monday, December 2, 2013

The Council President will serve as Ex-Officio member of all committees w/exception of F&P
***1st & 3rd Mondays – on holiday Mondays, meetings takes place on Tuesday - same time and place**

*Pre-Council Meetings:	Muni. Bldg. Pre-Council Chambers – 1st Floor - 6p
*Regular Meetings:	Muni. Bldg. Council Chambers - 1st Floor - 7p
Public Hearings:	Muni. Bldg. Council Chambers - 1st Floor
Special & Committee Meetings/Work Sessions:	Muni. Bldg. 2nd Floor Conference Room

The Committee Chairs, with the exception of PW/U/S, reported they will meet in December.

COUNCIL RULES

The Clerk asked Council to review their Rules, email any suggested amendments to her, which she will compile and determine if there is ample time to discuss them in a Pre-Council meeting, or if a work session will be required.

CONSENT AGENDA

At the request of the Council President, the Clerk explained that Consent Agendas are new to Council's Regular Meeting Agenda. It is an agenda which allows Council to dispose of more than one routine meeting minutes and legislation with one motion and vote. The Clerk explained her procedure for determining which items she places on a Consent Agenda.

Administrative Matters

City Charter: The Clerk of Council encouraged the new members of Council to conduct a thorough review of our City Charter.

Public Records Training: The Clerk reported House Bill (HB) 9 enacted the Ohio Attorney General's required Public Records training for elected officials. Resolution No. 2012-57 was the last resolution enacted which named the Clerk of Council as Council's designated representative to attend the required training on their behalf. She said if the same policy is going to be carried forward a new resolution will have to be enacted, and will be good until the next member(s) of Council is/are elected. The Clerk also encouraged Council members that are new to public office to attend one of the training sessions in order to get an extensive sampling of the Ohio Sunshine Law/Open Meetings Act, by which public officials are governed.

Ohio Ethics Commission Financial Disclosure Statement: The Clerk informed the Council that some have indicated receiving this statement. She noted it very important to complete the statement and return it to the address indicated on the form.

Pre-Council Meetings: The Clerk reported Pre-Council Meetings are where the Regular Council Meeting agenda is reviewed and discussed. This meeting is essential to keeping decorum at Regular meetings; therefore encouraged this meeting's use for the betterment of Regular meetings.

Calendars: The Clerk reported she emails meeting calendars on a regular basis. The calendar keeps Council informed of various meetings and events, including theirs, as well as changes to calendar entries.

Emails: The Clerk reported email is her primary and most efficient mode of communication with Council. She asked that emails be checked regularly. However, if there is something of urgency to convey to them, she will do so by telephone.

Profile: The Clerk asked each member of Council to email their personal profile to her. The profile will serve to give the public some insight into the [person] of the elected official. The City Manager will upload them on the City's website.

Group Photo: The Clerk reported the City Manager spoke of Council and the Administration taking a group photo for the website.

Business Cards: The President and Clerk will work on getting business cards for each member who desires them.

Mrs. Misener moved, Mr. Pugliese seconded, to adjourn the meeting at 6:45 p.m.

DATE APPROVED: December 16, 2013

ATTESTED BY: _____
J.P. Ducro IV
President of Council

ATTESTED BY: _____
LaVette E. Hennigan, MMC
Clerk of Council