

# RECORD OF PROCEEDINGS

Minutes of

Meeting

Huber Heights City Council

www.ptpettibone.com FORM NO. 10148

Held \_\_\_\_\_ In Council Chambers  
6131 Taylorsville Road \_\_\_\_\_ March 15, 20\_\_\_\_ 20\_\_\_\_

1. The Huber Heights City Council met in an Emergency Session on March 15, 2020. Mayor Gore called the meeting to order at 6:05 p.m.

2. **Pledge of Allegiance**

There was no Pledge of Allegiance this evening.

3. **Roll Call**

Councilmembers present for this meeting were: Nancy Byrge, Mark Campbell, Mayor Gore, Ed Lyons, Don Webb, Andy Hill, Glenn Otto, and Richard Shaw.

4. **Citizens Comments**

There were no Citizens Comments this evening.

5. **Citizens Registered to Speak on Agenda Items**

There were no Citizens Registered to Speak on Agenda Items.

6. **City Manager Report**

City Manager Rob Schommer had nothing further this evening.

7. **New Business**

- A. A Resolution Declaring Certain Emergency Procedures Necessary For The Continued Governance Of The City During The Current National State Of Emergency.  
(first reading)

Mayor Jeff Gore said there was no time to post notice of the meeting. He said under the current circumstances of the state of emergency issued by the federal and state governments, the City needs to have a way to operate and to continue City business through legislation. He said the City has a video conferencing system that has been enabled and tested. He said formal legislation needs to be passed where, as a home rule Charter City, Council is giving itself permission via legislation to move forward with video conferencing remote meetings until such a time that circumstances change.

City Manager Rob Schommer read the legislation in its entirety.

Mr. Lyons moved to adopt; Mr. Webb seconded the motion.

Mrs. Byrge asked how Executive Sessions would be handled with video conferencing.

Mayor Gore explained the meetings would still be live streamed. He said once Council reaches the point in a meeting where an Executive Session is needed, the audio and video feed would be switched off for the Executive Session and then switched on again when the Executive Session ends and the meeting resumes.

Mr. Schommer said for remote meetings, City Staff and City Council are utilizing Microsoft Teams as the City of Huber Heights is a Microsoft Office 365 subscriber. He said Microsoft Teams is utilized through the public email system and access is through validation of the City's active directory within the network. He said records or documents exchanged within that system fall within public accessibility and public records and retention requirements. He said a test run was performed today to make sure all Councilmembers have the ability to connect remotely. He said the system was tested on the smart board

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in the Council Chambers. He said the smart board has the technology and capability of being connected to the live streaming component of the audio-visual system. He said when remote meetings are held, the community will see a direct feed from that smart board. He said the Mayor will facilitate all meetings that occur remotely in person, and the Clerk of Council will be physically present also to review and authenticate the actions as the Mayor chairs the meeting. He said the technology is in place and it will meet the needs under the emergency declarations of the State of Ohio with the mindset of protecting the employees and the residents and to control any unnecessary spread of the virus.

Mr. Shaw asked for an explanation as to how public participation will work during meetings.

Mayor Gore said if anyone in the public has questions to be addressed, those questions can be emailed to City Staff or City Council. He said there can be no physical attendance of the public at the meetings. He said all meeting packets and information will be made available to the public. He said the only thing that is changing is how the actual meeting is taking place in order to keep social distancing and to avoid face to face contact. He said the Council Chambers' doors will be locked.

Mr. Schommer said regarding any requests for public comments, as is normal for regular City Council Meetings, there is opportunity to email those comments and/or call City Hall to have City Staff document those questions or statements in order for those to be read and included as part of the meeting record. He said there is potentially the ability for messaging during an event that is being live streamed; he said he does not want any Councilmembers or anyone else to host a Facebook Live type of situation while the meeting is ongoing. He said Facebook Live is not the official avenue or vehicle used to transmit the meeting. He asked for everyone to remain flexible and understanding. He said City Council and City Staff will do what they can to appropriately and adequately serve the community.

Mr. Shaw asked that this information be added to the City's website and Facebook page to notify the public.

On a call of the vote, Mrs. Byrge, Mr. Campbell, Mr. Lyons, Mr. Webb, Mr. Hill, Mr. Otto, and Mr. Shaw voted yea. None voted nay. The motion passes 7-0.

Mr. Webb complimented Mr. Schommer on putting this system together so quickly.

Mr. Schommer reviewed the information that is on the City's website regarding City information and services, public health information, and links to governmental and informational entities. He encouraged City Council and City Staff to stay abreast of any new information, and he said this information will be posted as well.

Mayor Gore said Mr. Hill had asked earlier about the appointment of the Ward 3 Councilmember. Mayor Gore said he asked Clerk of Council Anthony Rodgers to contact the applicants and inform them of the changes in the meeting process. He said there would be an Executive Session at the City Council Meeting for discussion and then a vote will be taken. He said, if someone is appointed with five affirmative votes, at the end of the City Council Meeting and the Council Work Session, he will go to that person's home to swear that person in. He said that person will meet with Mr. Rodgers

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to be setup for email and other technology needed for the remote meetings during the next week. He said once operations are back to normal, there would be a ceremonial swearing in for the new Councilmember.

Mr. Campbell thanked the Mayor and Mr. Schommer for their efforts in this process.

Mr. Otto asked if anyone had heard any updates regarding the Primary Election.

As of this time, nothing had changed according to those present.

**8. Executive Session**

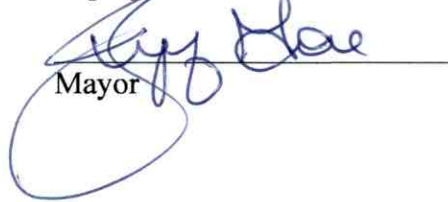
There was no need for an Executive Session this evening.

**9. Adjournment**

Mayor Gore adjourned the Emergency Session Council Meeting at 6:30 p.m.

  
Deputy Clerk of Council

3/25/20  
Date

  
Mayor

3/25/20  
Date