

NLAC Special Meeting Minutes  
Virtual Special Meeting Hosted by Liaison De Lena Scales via WebEx  
April 29, 2021  
Time: 6:30 PM

Meeting commenced at 6:30 PM

Call to Order and Roll Call by Interim Chair Andrea Russell

Attendance: Commissioner Jasmine Ayres, Commissioner Janelle Dethloff, Commissioner Carol Perkins, Commissioner Andrea Russell, Commissioner Valita Fields, Liaison De Lena Scales, Mr. David Hooie, Ms. Toya Johnson, Sergeant. Jeremy, Columbus Police Department, Linden residents and guests.

Reading of the letter of resignation submitted by Mr. Lathram

Vote to accept the letter of resignation

Motion: Commissioner Dethloff; Second: Commissioner Ayres; Vote: yes, Ayres, Perkins, Dethloff, Russell; Commissioner Fields Abstained.

Vote for the Executive Committee:

Ayres: Do we need to fill these seats?

Russell: With the leadership void, the Department of Neighborhoods has directed me to do so.

**Chair-** Motion to elect Andrea Russell as the Chair: Dethloff; Second: Perkins; Vote: yes, Ayres, Perkins, Dethloff, Russell; Commissioner Fields Abstained. Motion passed with a two-thirds majority.

**Vice Chair-** Motion to elect Janelle Dethloff as the Vice Chair: Ayres; Second: Perkins; Vote: yes, Ayres, Perkins, Dethloff, Russell; Commissioner Fields Abstained. Motion passed with a two-thirds majority.

**Zoning Chair-** Discussion to postpone by Ayers; Russell suggested then to divide responsibilities; Ayers agreed to move forward; Motion to elect Andrea Russell as the Zoning Chair: Ayres; Second: Perkins; Vote: yes, Ayres, Perkins, Dethloff, Russell; Commissioner Fields Abstained. Motion passed with a two-thirds majority.

**Treasurer-** Motion to elect Jasmine Ayres as the Treasurer: Perkins; Second: Dethloff; Vote: yes, Ayres, Perkins, Dethloff, Russell; Commissioner Fields Abstained. Motion passed with a two-thirds majority.

Approval of previous minutes-none has been received at this time

Recognition of Public Officials: Thank you to: Liaison De Lena Scales; Mr. David Hooie, Neighborhoods Program Coordinator; Ms. Toya Johnson, Assistant Director, all members of the Department of Neighborhoods

City Reports-

Columbus Fire Department-not in attendance

Columbus Police Department- Sergeant Jeremy in attendance, no report at this time

Department of Neighborhoods-in attendance, no report at this time

Columbus City Council-not in attendance

Scheduled Speakers - For the Special Meeting, we are replacing speakers with the discussion of these items:

- 1) Moratorium on Auto Businesses Draft - read by Chair Russell

Ayres: When will there be zoning revisions?

Russell: That should be added to the questions for SLAC as we collaborate to finalize the document.

Perkins: What is the timeline for to complete this joint effort, SLAC?

Russell: That has yet to be determined to my knowledge. NLAC will not be a sponsor. This is a collaborative effort between NLAC and SLAC.

Dethloff: Will this Moratorium include new and existing businesses that are out of compliance?

Russell: The final document will need to address this concern; since there are existing auto business with salvaged vehicles and possibly oil being discarded onto the ground. We should make this clear in the final document.

Ayres: There should be an accounting of the violators.

Russell: Do you want an accounting prior to finalizing the document?

Ayres: The Moratorium should be paramount.

- 2) The Veteran Memorial Monument- damages and remedies (concrete bollards reinforced with rebar), vendors.

Russell: Suggested installing bollards with decorative chain to prevent the cars from smashing the memorial. First, work with the VFW and find a solution.

Ayres: Agreed to assist with maintenance

Dethloff: Suggested landscaping and volunteering efforts

Perkins: Suggest finding out what was needed and go in that direction

Resident Lynda Shadwick suggested that we assist to build a low brick wall for sitting to protect the memorial.

Liaison Scales suggested to table the discussion to allow for collaboration with existing community support to restore the Veteran Memorial.

- 3) Interim Chair Russell and Liaison Scales - NLAC Commission Reports - the removal of Commissioners with expired terms

Russell stated the Mayor extended the expiring terms and that time expired on December 31, 2020. There were no steps taken to elect the North Linden Area Commissioners with expired terms. The City removed these Area Commissioners. The Chair agreed to remain in leadership, and then abruptly resigned. The duties fell to the senior Area Commissioner and the City designated this person as the Interim Chair.

Mr. Hooie requested the attendees to be respectful.

Chat Question: Who decided?

Answer: the City

David Hooie: There was no election and the leadership was reminded of this. Re-election is necessary for expired terms.

Dethloff: Explain Section 2(d) concerning no elections for positions expiring.

Hooie: Needed an election.

- 4) Data Collection and Storage -Vendor procured to centralize files from Google drive and other locations to Dropbox. Invoice provided.

Hooie: Invoice prior to April 30?

Russell: Yes

Johnson: Invoices by April 30<sup>th</sup> will be accepted.

Hooie: Needs to be added to the closeout. Sent to Rayna Morgan?

Russell: Will send to Rayna Morgan, tonight. Please ask her to include the item in the closeout report.

Hooie: Yes

- 5) Records - A 30-Day trial Dropbox account has been established and a link to upload the NLAC files has been issued.
  - a. Vote to accept the monthly fee for Dropbox usage beginning in May

Ayres: Other storage, such as Google Docs?

Russell: Needs a gmail account or an account to access those files. Personally had trouble retrieving documents without a gmail NLAC account. Others may have similar experiences. Plus, Dropbox has access for all members with unlimited space available.

Agreed to table and return with more information concerning prices for alternative Cloud storage. These fees will be not be added to the current closeout report, but discussed later.

Motion to table the vote for records storage: Dethloff; Second: Ayres; Vote: yes, Ayres, Perkins, Dethloff, Russell; Commissioner Fields Abstained. Motion passed.

- 6) Absences- Commissioner Valita Fields –resigned and submitted her written resignation in the chat box.

Motion to accept the written resignation of Commissioner Valita Fields and strike agenda item 6(a) to vote for removal: Dethloff; Second: Perkins; Vote: yes, Ayres, Perkins, Dethloff, Russell. Motion passed. The vote was unanimous.

We thanked Valita Fields for her service to the community. She stated that she had had problems obtaining permission to leave work and worked until 10:00 PM. Plus, she had health concerns. We thanked her and wished her the best.

- a. Discussion about voting to remove, per Article III, Sections 5(b) and (d) of the Bylaws (stricken from the agenda by unanimous vote)

- 7) Committees-

Executive (Chair, Vice Chair, Zoning Chair and Treasurer)

- a. Vote to remove existing signers: Rayna Morgan and Jennifer Adair, and add two new signers to the Huntington Bank account.

Liaison Scales: Point of Order- reminded of the Best Practices to only include the Chair and the Treasurer as signers on the bank account.

Motion to remove all non North Linden Area Commissioners as signers on NLAC Huntington Bank Account: Perkins; Second: Dethloff; Vote: yes, Ayres, Perkins, Dethloff, Russell. Motion passed. The vote was unanimous.

Motion to add Chair Russell and Treasurer Ayres as signers: Perkins; Second: Dethloff; Vote: yes, Ayres, Perkins, Dethloff, Russell. Motion passed. The vote was unanimous.

Discussion to fill vacancies for Committee Chairs:

Planning & Development Committee

Zoning Committee

Community Engagement Committee

Health & Safety Committee Commissioner Janelle Dethloff, Chair /  
(Code Enforcement Subcommittee)

Job Creation and Workforce Development Committee and  
Education Subcommittee – Interim Chair Russell, Chairs

Transportation Committee

After discussion the appointment of the Committee Chairs was tabled.

Motion to table: Russell; Second: Perkins; Vote: yes, Ayres, Perkins, Dethloff, Russell. Motion passed. The vote was unanimous.

- 8) Hiring a Secretary – Vendor has been contacted: Assist Office Support Services, LLC

Russell: Entered the name of a Linden business to assist with the search owned by an Advisor to The Greater Linden Business Network, Tamela Walker.

Perkins: Agreed to find a HS student to fill the position.

- 9) Accounts - Bank, Zoom, WebEx, FaceBook, 311- logins and passwords. The request for access to accounts has revealed that Rayna Morgan authorized payments to John Lathram's personal Zoom account from 2020-2021.
- a. Vote to accept the termination of former Area Commissioners from accessing media and NLAC accounts

Liaison Scales: Stated that the City would facilitate to field 311 service requests  
Motion to strike the Agenda Item 9 (a) vote: Dethloff; Second: Ayres; Vote: yes, Ayres, Perkins, Dethloff, Russell. Motion passed. The vote was unanimous.

10) Bylaws - Revisions with three readings by July 2021– Suggested updates concerning individual persons holding multiple offices, absences, account access, etc.; due by May 4, 2021  
Dethloff: Researching Bylaws for other Area Commissions  
Liaison Scales: Best Practices 3109 and the links to the Columbus Area Commissions Web Site: [cbusareacommissions.org](http://cbusareacommissions.org)

Russell: Please share findings with other Area Commissioners

- 11) Commissioner Perkins - Strategic Planning. Would like to see a full complement of Commissioners to move ahead with the plan.
- 12) Commissioner Perkins - Community Engagement and Relations-no comments
- 13) NLAC General Elections-Linden Rec. Center, ballot boxes and pole workers-Liaison Scales has sent supportive documentation

Ayres: Funding from the NLAC?

Liaison Scales to Chair Russell: use the DON for guidance.

Hooie: What do the Bylaws say?

Liaison Scales: September a general election must take place, terms start January 1.

Hooie: Best Practices - the election should be prior to September 30<sup>th</sup>. Suggested changing the Bylaws to be less restrictive to reflect the Best Practices and not paint the Commission into a corner. The goal is to have City Wide Area Commission elections in August 2021. Assistance will be provided by the City.

Ayres: This would be good to have all elections on the same schedule; to wait will hamper our function.

Hooie to Scales: What do the Bylaws say?

Liaison deferred to Chair Russell who said 3 public readings.

Hooie: This is too difficult to make changes. Clause to change at the earliest by July.

Dethloff: Suggestion to adopt Best Practices

Perkins: Why are the Bylaws different for every Area Commission rather than using the Best Practices?

Russell: The discretion of the Area Commissions.

Johnson: Area Commissions have the authority.

Ayres: The Bylaws and the Best Practices have different concerns, per the residents.

Johnson: Adoption of Best Practices is the base level to add to that.

Hooie: Next planning meeting?

Russell: May 6<sup>th</sup> is the Planning meeting and we need to have an election of candidates.

Ayres: Can candidates have community forums?

Russell: As per my knowledge, Area Commissioners may campaign like any other elected officials.

Johnson: Yes, allowed and must provide public notices.

Hooie: Discourage election Bylaws, make them general, ie. "Election rules determined by the Election Committee"

Question to keep bylaws: Yes (Russell and Ayres).

- 14) Commissioner Ayres - Beautification of Linden – work with South Linden Area Commission

Commissioner Dethloff checked for questions in the chat box:

Liaison Scales: Proposed a July election and reminded to include Commissioners with expiring terms for 2021 (Commissioner Jasmine Ayres is the only AC with an expiring term).

Ayres: Do I have voting privileges?

Liaison Scales: Allowed.

- 15) Interim Chair Russell - Training for Area Commissioners – working in collaboration with SLAC to bring Apprenticeship Readiness Training to Linden. The framework is being developed in Monday meetings with Commissioner Williams of SLAC.

Reports of Standing Committees (Old and New Business) - Commissioner Dethloff, Interim Chair Russell

Health and Safety Committee Report-Chair Dethloff: Will attend the Care Space meeting.

Education Subcommittee and Job Creation and Workforce Development Committee Reports-Chair Russell: Apprenticeship Readiness Training (Two Streams: Professional and Construction Trades, both with Entrepreneurial components) mentioned earlier and community partners are offering space for the youth with COVID protocols in place.

Reports of Special Committees (Old and New Business)-none at this time

Reports from Neighborhood Organizations-none at this time

No Chat comments or questions

Ayres announced the free vaccinations: May 1 from 9 AM-6 PM and May 2 from 1PM-6 PM at Walgreens, 2956 Cleveland Avenue, Columbus, OH.

Floor was opened for public comments:

Commissioner Ayres suggested three minutes per comment.

Question: Was the agenda made public?

Answer: Yes, on the Web Site (Liaison Scales)

Russell asked Paula Burleson to place question in the chat box.

Ms. Burleson made comments

Chair Russell redirected comments to stay with the agenda items and keep order.

Commissioner Ayres requested that Burleson be given two more minutes

Chair Russell gave the floor to Ms. Burleson who kept her comments on the agenda items and voiced her concerns about the removal of commissioners.

Ayres told Ms. Burleson thank you.

Dethloff thanked Ms. Burleson and voiced her regret to lose the experience of Ms. Burleson

Russell thanked Ms. Burleson and acknowledged her value as the Best of Linden.

For the Good of the Order – Announcements and Comments-no additional comments.

Motion to adjourn: Ayres; Second: Dethloff; Vote: yes, Ayres, Perkins, Dethloff, Russell. Motion passed. The vote was unanimous.

Adjournment at 8:55 PM