

## OHIO TURNPIKE COMMISSION

Resolution Adopting Rule Pursuant to Ohio Revised Code  
Section 121.22(F) and Amending Article II of the Code  
of Bylaws

WHEREAS the General Assembly has enacted amendments to Section 121.22 of the Revised Code of Ohio requiring that every public body shall by rule establish a reasonable method for persons to obtain notice of its meetings as more specifically provided in said section of the Ohio Revised Code;

WHEREAS the Commission has always conducted its business publicly and in full accord with the spirit of the aforesaid amendments, the so-called "Sunshine Act," and is pleased to adopt a rule specifying the method whereby persons may obtain notice of its meetings;

WHEREAS it is appropriate and convenient to incorporate said rule as a part of Article II, "Meetings of Commission," of the Code of Bylaws of the Commission and to amend said bylaws accordingly; and

WHEREAS the adoption of said rule renders appropriate an amendment to Section 4.00, "Special Meetings," of Article II of said Code of Bylaws, and the renumbering of Section 5.00, "Minutes and Journal" thereof;

NOW, THEREFORE, BE IT

RESOLVED that the Commission hereby rescinds Sections 4.00 and 5.00 of Article II, "Meetings of Commission," of the Commission's Code of Bylaws and adopts Sections 4.00, 5.00 and 6.00 of Article II of said Code of Bylaws as hereinafter set forth, said Section 5.00 being adopted as a rule pursuant to Ohio Revised Code Section 121.22(F) as amended:

"Sec. 4.00 Special Meetings. Special meetings may be held at any time at the call of the chairman, provided that sufficient notice, in writing or otherwise, is given to each member of the commission to permit the attendance of each member. Notice of a special meeting shall include the date, time, place and purpose of the meeting. In case of any special meeting other than an emergency meeting such notice shall be given in time to permit the giving of notice to news media which have requested notification at least twenty-four (24) hours in advance of such meeting. In the case of any special meeting called because of an emergency requiring immediate official action, the chairman shall immediately notify the news media of the time, place and purpose of the meeting."

"Sec. 5.00 Public Notice of Meetings. Public notice of meetings of the commission shall be given as follows:

- (1) 'Person' as used herein shall include any individual, corporation, business trust, estate, trust, partnership or association.
- (2) Any person desiring information as to the time and place of regular meetings of the commission or of the time, place and purpose of special meetings of the commission may obtain such information by telephoning the commission at its principal office, Ohio Turnpike Commission, Administration Building, 682 Prospect Street, Berea, Ohio 44017, telephone number (216) 234-2081, and

requesting such information from the commission's assistant secretary-treasurer or his designee, or by writing to the Assistant Secretary-Treasurer, Ohio Turnpike Commission, 682 Prospect Street, Berea, Ohio 44017.

(3) Any person desiring to be given notice of meetings of the Ohio Turnpike Commission shall submit a request in writing to the Assistant Secretary-Treasurer, Ohio Turnpike Commission, 682 Prospect Street, Berea, Ohio 44017. The commission will give timely notice, consistent with the provisions of Ohio Revised Code, Section 121.22, of all subsequent meetings to such person for a period of one year following receipt of such request, and thereafter from year to year if such request be renewed annually. Such notice may include no more than two telephone numbers which shall be used by the commission in the event that immediate notice is necessary. Notice given by mail or telephone as the case may be to the address or telephone numbers furnished shall conclusively be presumed to be notice to the person furnishing same.

(4) Any notice of a special meeting (which does not refer to a regular meeting that is postponed) given pursuant to this section shall include the purpose of the meeting.

(5) Any request for notice of meetings whereby notice is requested only of such meetings as shall include discussion of a specific type of public business shall be responded to by giving notice of meetings at which such discussion is anticipated. In giving notice in such cases, an agenda of the meeting shall, if available, be included as a part of the notice.

(6) No special meeting, including any emergency meeting, and no executive session shall be held, except in compliance with the requirements of Ohio Revised Code, Section 121.22, as amended."

"Sec. 6.00 Minutes and Journal. The minutes of all meetings shall be recorded in special books to be kept for that purpose. With respect to each meeting, there shall be shown the date and place at which it was held, the names of the members present, a summary of things said and done, and a record of each vote taken. Resolutions adopted shall be identified, and may be set forth in full. There shall be maintained a separate journal in which shall be set forth in full text each resolution adopted by the commission, together with identification of each resolution by a number, and a record of the vote upon its adoption. As provided by law, said journal shall be open to the inspection of the public at all reasonable times."

FURTHER RESOLVED that the assistant secretary-treasurer be, and hereby he is, instructed to file with the secretary of state a copy of the language of Section 5.00 hereinabove as a rule adopted pursuant to Ohio Revised Code, Section 121.22.

(Resolution No. 27 - 1975 adopted December 16, 1975)

Copies hereof distributed 12/17/75 to:

- Commission Members
- Executive Director
- Deputy Executive Director
- Comptroller
- Director of Administrative Services
- Purchasing Agent
- J. E. Greiner Co. (2)
- Director of Operations
- Director of Information & Research (25)
- Chief Engineer
- Squire, Sanders & Dempsey