

Village of Mantua, Ohio
ORDINANCE 2014-47
(amended)

**AN ORDINANCE ENACTING SECTION 2.4.A.8 OF THE VILLAGE OF MANTUA
EMPLOYEE HANDBOOK, RELATING TO APPOINTMENT OF ACTING
DEPARTMENT HEADS.**

WHEREAS, this Council has previously passed Ordinance 2010-24, the Village of Mantua Employee Handbook which contains the Village's policies and guidelines relating to employees; and

WHEREAS, the Safety Committee has recommended amendments to said Ordinance in order to establish a procedure for appointing acting Department Heads in the event of extended absence or position vacancy.

NOW, THEREFORE, BE IT ORDAINED, by the Council of the Village of Mantua, Portage County, Ohio, a majority or more of the members elected thereto concurring, that:

SECTION 1. Section 2.4.A.8 of Ordinance 2010-24 is hereby enacted as follows:

8. Acting Department Heads: In the event of position vacancy, temporary leave or other extended absence of a Department Head, the Mayor with the advice and consent of Council may appoint an interim or acting Department Head until such time as the current Department Head returns or the position is filled.

SECTION 2. It is hereby found and determined that all formal action of this Council concerning and relating to the passage if this Ordinance were adopted in an open meeting of this Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in a meeting open to the public in compliance with all legal requirements, including section 121.22 of the Ohio Revised Code.

SECTION 3. This Ordinance shall become effective after passage by at least a majority of the members elected to the Mantua Village Council at the earliest period allowed by law.

Passed in Council this 16th day of December, 2014.

ATTEST:

Mayor Linda Clark

Jenny August, Clerk-Treasurer

I hereby certify the above Ordinance was posted at the five (5) public notice locations in the Village of Mantua, Ohio, on the _____ day of _____, 201____.

Jenny August, Clerk-Treasurer

Approved as to Legal Form:

Michele Stuck, Solicitor