

Village of Mantua, Ohio
ORDINANCE 2021-61

**AN ORDINANCE AMENDING VARIOUS SECTIONS OF THE VILLAGE OF MANTUA
EMPLOYEE HANDBOOK RELATING TO THE POSITION OF FISCAL OFFICER,
AND DECLARING AN EMERGENCY.**

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, by passage of Ordinances 2021-49, this Council has abolished the elected office of Village Clerk-Treasurer and established the appointed office of Village Fiscal Officer effective November 1, 2021; and

WHEREAS, All references to the "Village Clerk-Treasurer", or variations thereof, contained in the Village of Mantua Employee Handbook must be changed to "Fiscal Officer".

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

SECTION 1. The word "Clerk" is hereby stricken and replaced with the words "Fiscal Officer" in the following sections of Ordinance 2010-24:

2.6.A (two instances)
4.1.A.1
4.2.A
4.2.B
7.2.A.1
Appendix A (two instances)
Appendix F

SECTION 2. The words "Village Clerk" are hereby stricken and replaced with the words "Fiscal Officer" in the following sections of Ordinance 2010-24:

2.3.A.1.d
2.3.C
2.4.A.1
2.6.A
2.6.C
4.1.A.1
4.2.A (two instances)
4.4.4
4.4.5
4.7.F
7.10.A
7.10.B (two instances)
9.4.A.4
10.1.A.2
10.1.C.1
10.3.A.7
10.3.A.8
10.3.A.9.D

SECTION 3. The words "Village Clerk-Treasurer", "Clerk-Treasurer" and/or "Clerk/Treasurer" are hereby stricken and replaced with the words "Fiscal Officer" in the

Village of Mantua, Ohio
ORDINANCE 2021-61

following sections of Ordinance 2010-24:

2.4.A.5 (two instances)
2.4.A.6 (four instances)
4.1.A.2
4.3
4.4.7.a
4.6
4.6.D.1
4.7.F
4.7.G
4.9.A
4.9.C.1 (three instances)
4.9.C.2 (five instances)
4.9.D (two instances)
4.9.E
4.9.G.6
4.9.H (two instances)
5.10.I.2

SECTION 4. All other provisions of Ordinance 2010-24, the Village of Mantua Employee Handbook, shall remain in full force and effect.

SECTION 5. 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 6. This Ordinance is hereby declared an emergency measure, effective immediately upon passage in order to ensure that the Village of Mantua Employee Handbook accurately reflects the Village's policies and procedures.

Passed in Council this 21st day of December, 2021.

ATTEST:

Linda Clark, Mayor

Teresa Criblez, Fiscal Officer

Village of Mantua, Ohio
ORDINANCE 2021-61

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 December, 2021.

Teresa Criblez, Fiscal Officer

Approved as to Legal Form:

Michele Stuck, Solicitor