

**Village of Mantua, Ohio**  
**ORDINANCE 2024-07**

**AN ORDINANCE AMENDING SECTION 121.03 OF THE MANTUA VILLAGE  
CODIFIED ORDINANCES CONCERNING COMPOSITION OF COUNCIL  
COMMITTEES, AND DECLARING AN EMERGENCY.**

**WHEREAS**, this Council has authorized the creation of a Processes Committee, which should be included in the Rules of Council, Section 121.03 of the Codified Ordinances of the Village of Mantua; and

**WHEREAS**, certain legacy provisions of the Committees section of the Council Rules which have become out of date should also be amended.

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

**SECTION 1.** Existing Section (1) to Article XII of Section 121.03 of the Codified Ordinances of the Village of Mantua, entitled Committees, is hereby repealed.

**SECTION 2.** Section (1) to Article XII of Section 121.03 of the Codified Ordinances of the Village of Mantua is hereby enacted as set forth in “Exhibit A”, attached hereto and incorporated herein by reference.

**SECTION 3.** All other provisions of the Codified Ordinances of the Village of Mantua shall remain in full force and effect, including the remaining provisions of Section 121.03.

**SECTION 4.** It is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this Ordinance were adopted in an open meeting of the Council, and that all deliberations of this Council and any of its committees that resulted in such formal actions were in meetings open to the public, in compliance with Section 121.22 of the Ohio Revised Code.

**SECTION 5.** This Ordinance is hereby declared an emergency measure, effective immediately upon proper passage by the Mantua Village Council, in order to permit appointment of members to the newly formed committee at the earliest time possible.

**PASSED IN COUNCIL** in Council this \_\_\_\_ day of \_\_\_\_\_, 2024.

ATTEST:

\_\_\_\_\_  
Tammy Meyer, Mayor

\_\_\_\_\_  
Maryann Fabian, Fiscal Officer

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I hereby certify the above Ordinance was duly posted as required pursuant to Mantua Village Codified Ordinances Section 123.01 for no less than two consecutive weeks, beginning on the \_\_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
Maryann Fabian, Fiscal Officer

Approved as to Legal Form:

\_\_\_\_\_  
Michele Stuck, Solicitor

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**“Exhibit A”**

- (1) Committees. At no later than the first regular meeting of Council after its organization, the President Pro-Tempore of Council, with approval of a majority of Council, shall appoint standing committees of the following named subjects.
- (a) Service Committee, which will consider the topics of storm sewers, streets, and maintenance of Village Properties, as well as the evaluation as per Section 2.5 of the employee handbook. The Service Committee shall consist of three (3) members of Council appointed by the President Pro Tempore unless otherwise determined by vote of Council, and approved by Council.
  - (b) Finance Committee, which will consider the topics of finance, debt, rules and ordinances. The Finance Committee will also serve as the Audit Committee. The Finance Committee shall consist of three (3) members of Council appointed by the President Pro-Tempore unless otherwise determined by vote of Council, and approved by Council.
  - (c) Safety Committee, which will consider the topics of traffic and safety within the Village, dispatch services provided by the Village, the interrelation of the Village and the Joint Fire District serving Mantua Village, as well as the evaluation as per Section 2.5 of the Village Employee Handbook. The Safety Committee shall consist of three (3) members of Council appointed by the President Pro-Tempore unless otherwise determined by vote of Council, and approved by Council.
  - (d) Processes Committee, which will consider the topics of policies and procedures related to hiring and retention, administrative and legislative workflow, standardized operation, parliamentary order, and rationalized processes. The Processes Committee shall consist of three (3) members of Council appointed by the President Pro-Tempore unless otherwise determined by vote of Council, and approved by Council.
  - (e) Mantua-Shalersville Fire District Board member appointed by Council President Pro Tempore, who shall attend all Fire Board meetings and submit all approved minutes, and agendas, to the Clerk of Council for the Council meeting packets. An alternate representative shall also be appointed in the same manner as the primary Board Member, who shall perform the aforementioned duties at any time the appointed Board Member is absent or unavailable. The member appointed to the Fire Board shall also attend Safety Committee meetings as a representative.
  - (f) The Village Administrator and Chief of Police shall attend committee meetings as needed.
  - (g) The President Pro-Tempore of Council shall also appoint such other committees with the approval of a majority of Council as he/she deems necessary for the efficient handling of Council business.
  - (h) The performance of each Department Head shall be reviewed annually or more as needed as determined by the appropriate committee, no later than November 1st each year by the designated Council Committee representing their department as set forth in the Village of Mantua Employee Handbook, Section 2.5.2.