

**Village of Mantua, Ohio**  
**ORDINANCE 2024-24**

**AN ORDINANCE NAMING WILLIAM MASON, ATTORNEY AT LAW, AS SOLICITOR FOR THE VILLAGE OF MANTUA AND FIXING HIS COMPENSATION FOR THE PERIOD OF JUNE 1, 2024 THROUGH JUNE 30, 2025, AND DECLARING AN EMERGENCY.**

**WHEREAS**, the Council of the Village of Mantua (hereinafter “Council”) has determined to provide for legal representation of the Village by hiring a Village Solicitor as authorized by Ohio Revised Code Section 733.48(A); and

**WHEREAS**, the Council wishes to engage the services of William Mason as Solicitor; and

**WHEREAS**, the Council has determined that the services to be provided by William Mason as Solicitor are necessary services for the Village; and

**WHEREAS**, the Council has determined that the treatment which shall be accorded the Village by William Mason as Solicitor is either preferential to or the same as that accorded other clients of William Mason in similar transactions; and

**WHEREAS**, the Council has determined that the compensation and other terms of the appointment of William Mason as Solicitor for the Village as set forth in this Ordinance are fair and reasonable to the Village; and

**WHEREAS**, William Mason has agreed to provide the legal services set forth hereafter.

**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.** William Mason, of Counsel with the law firm Bricker Graydon, LLP, is hereby named as Solicitor for the Village of Mantua for the period beginning June 1, 2024 through June 30, 2025.

**SECTION 2.** The duties and compensation of the Solicitor are set forth in the employment contract attached hereto as “Exhibit A” and incorporated by reference.

**SECTION 3.** The Village and the Solicitor agree that the position of Solicitor of the Village of Mantua is a part-time position and that the Solicitor is permitted to pursue additional employment outside the obligations set forth in this Ordinance. The Solicitor shall be an employee of the Village for all purposes.

**SECTION 4.** The Mayor and the Fiscal Officer are hereby authorized and directed to execute the attached Employment Contract.

**SECTION 5.** This Council intends that there shall be a one-month overlap during which Michele Stuck and William Mason shall be employed concurrently as Solicitors for the Village of Mantua, and this Ordinance shall not impair the operation of Ordinance 2023-14, approved by this Council on April 18, 2023.

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**SECTION 6.** 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 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 Ohio Revised Code.

**SECTION 7.** This Ordinance is hereby declared an emergency measure in order to provide uninterrupted legal representation for the Village of Mantua, and shall become effective immediately upon its passage by Council and approval by the Mayor, and to further ensure the health, safety and morals of the Village of Mantua.

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

ATTEST:

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

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

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"**

**EMPLOYMENT CONTRACT**

WHEREAS, The Village of Mantua, by its Mayor, Tammy Meyer, and its Village Council, collectively hereinafter referred to as "Employer", and William D. Mason and Bricker Graydon LLP law firm, hereinafter referred to as "Employee", have reached agreement whereby Employer shall employ Employee as Solicitor of the Village of Mantua, Ohio, according to the following terms and conditions:

**TERM**

June 1, 2024 through June 30, 2025.

**COMPENSATION**

Three Thousand Two Hundred Dollars (\$3,200.00) per month for Routine Legal Services. Special Legal Services set forth hereafter shall be billed on a monthly basis at the rate of Two Hundred Eighty-Five Dollars (\$285.00) per hour; Litigation shall be billed at the rate of Three Hundred Dollars (\$300.00) per hour. Hourly services shall be billed in tenths of an hour.

**PUBLIC EMPLOYEES RETIREMENT SYSTEM**

Employer shall pay the statutory employer share (currently 14%) to the Ohio Public Employees Retirement System. Employee shall pay the employee share (currently 10%) to the Ohio Public Employees Retirement System via payroll deduction.

**EMPLOYEE HEALTH BENEFITS**

Employee and Employer agree that Employee shall not participate in the Village of Mantua's health benefits plan.

**DUTIES AND RESPONSIBILITIES**

**Routine Legal Services**

Employee's Routine Legal Services as Solicitor shall include:

- Attending all Regular and Special meetings of the Village Council, Planning Commission, Board of Zoning Appeals, Safety Committee, Records Commission, and Treasury Board, except as otherwise directed by the Council;
- Attending Village Board and Commission meetings to provide legal advice, upon the request of the Mayor or Chair of the Board or Commission;
- Drafting Ordinances and Resolutions upon request of the Fiscal Officer, the Mayor, and/or by motion of Committees or Boards;
- Researching and drafting legal memoranda as requested by the Council or the Mayor;

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- Providing legal advice as needed;
- Responding to inquiries to and from the Village elected officials, administrative employees, and department heads;
- Attending meetings and discussions with Village, County, State and Federal officials and other governmental officials that are unrelated to "Litigation" and "Special Legal Services" as defined below;
- Reviewing and approving Contracts, Ordinances, Resolutions, Interagency Agreements, Memoranda of Understanding, and any other written documents, as requested by the Council, the Mayor, Administrators or Department heads;
- Year end updates to Codified Ordinances;
- Complaint letters;
- RFQs for Engineering Services;
- Drafting Easements;
- Income Tax Collection;
- Filing injunctions/prosecution of zoning violations and criminal/traffic offenses cited under Village code; and
- Revisions to the Village's Personnel Policy Manual or other similar documents.

**Special Legal Services**

The following types of work shall not be "Routine Legal Services" but shall be treated as "Special Legal Services":

- Personnel matters that involve Investigations;
- Applications before the Planning Commission and/or Board of Zoning Appeal that require extensive legal review, including review of or drafting of documents, such as, deed restrictions, bonds or guarantees, or homeowners' association documents;
- Drafting of Contracts/Agreements;
- Real estate development project reviews and certain tax incentives/financing matters related thereto; and
- Significant real estate transactions.

Additionally, the Village of Mantua may utilize the Firm of Bricker Graydon, LLP for public finance, tax incentives, and other economic development matters at typical industry rates and billing practices utilized for such work, as negotiated by the Village and the Firm at the time the Village chooses to engage the Firm for such work.

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

\_\_\_\_\_  
William D. Mason

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

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CERTIFICATE OF FISCAL OFFICER

The amount of money required to meet the obligations under this contract has been lawfully appropriated and is in the treasury or in the process of collection to the credit of the appropriate fund, free from any previous encumbrances.

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

\_\_\_\_\_  
Date