

ORDINANCE NO. 2024-O-08

AN ORDINANCE PROVIDING FOR THE SUBMISSION TO THE ELECTORATE OF AN AMENDMENT TO ARTICLE VI, SECTIONS 6.02 AND 6.03, OF THE MUNICIPAL CHARTER, AND DECLARING AN EMERGENCY

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF MENTOR-ON-THE-LAKE, COUNTY OF LAKE, AND STATE OF OHIO, that the Council of Mentor-on-the-Lake hereby submits to the Lake County Board of Elections and to the voters of the City of Mentor-on-the-Lake the following individual and separate proposed Charter Amendments as follows:

Section 1. Council hereby authorizes and directs that the following proposal to amend Article VI, Sections 6.02 and 6.03, of the Charter of the City of Mentor on the Lake, Ohio, be submitted to the electors of the City on Tuesday, November 5, 2024:

SECTION 6.02 ADMINISTRATIVE DIRECTOR.

Remove the requirement in Section C that the Administrative Director shall serve as the Fiscal Officer but allow the Administrative Director to serve as the Fiscal Officer subject to the provisions of Section 6.03.

SECTION 6.03 FISCAL OFFICER.

Add the following language to Section 6.03:

There is hereby created the office of the Fiscal Officer. This office may be combined with the Administrative Director at the discretion of the Mayor, with approval by Council.

Section 2. That if such Charter Amendment is approved by a majority of the electors voting thereon at such election, said Amendment shall become effective from and after the time of its approval by the electors.

Section 3. That the Clerk of Council be and she hereby is directed to mail a copy of the above proposed Charter amendments, additions or revisions to each elector whose name appears upon the poll or registration books of the last regular or general election held in the City, or cause to be published the full text of the proposed Charter amendments, additions or revisions as set forth above,

once a week for not less than two consecutive weeks in a newspaper of general circulation within the City, or as provided in section 7.16 of the Revised Code, with the first publication being at least fifteen (15) days prior to the election hereinbefore provided, all, in accordance with Section 9 of Article XVIII of the Ohio Constitution, Section 731.211 of the Ohio Revised Code, and the Charter of the City of Mentor-on-the-Lake.

SECTION 4. That the Clerk of Council is hereby authorized and directed to forward a certified copy of this Ordinance to the Board of Elections of Lake County, 105 Main Street, P.O. Box 490, Painesville, OH 44077.

SECTION 5. That the Board of Elections of Lake County is hereby requested to cause appropriate notice of such election to be duly given in accordance with law.

SECTION 6. That the form of ballots to be cast at the election shall be as follows:

PROPOSED CHARTER AMENDMENT

(A majority affirmative vote is necessary for passage)

Shall Article VI, Sections 6.02 (Administrative Director) and 6.03 (Fiscal Officer) of the City of Mentor on the Lake Charter, Ohio be amended so that the Administrative Director is not required to be the Fiscal Officer and creating the official City position of Fiscal Officer:

SECTION 6.02 ADMINISTRATIVE DIRECTOR.

There is hereby created the office of Administrative Director:

A. Such administrator shall be appointed by the Mayor subject to confirmation by the majority of Council; provided, however, that if the Council fails to confirm or reject such appointment within thirty (30) days after it is submitted, such appointment shall become final.

B. The Administrative Director shall be possessed of financial and administrative qualifications.

C. Subject to the provisions of Section 6.03, he or she may also serve as the Fiscal Officer for the City.

D. He or she shall serve at the pleasure of the Mayor.

E. He or she shall, under the supervision and control of the Mayor, be charged with general supervision of the administration of the affairs of the Municipality and of the departments herein created, except the Safety Department.

F. He or she shall serve as administrator of all departments except the Safety Department.

G. He or she shall perform such other duties as may be required of him or her by the Mayor or by ordinance.

H. He or she shall be the purchasing agent for the Municipality.

I. Upon re-election of the Mayor his or her appointment is again subject to confirmation by a majority of the members of Council.

SECTION 6.03 FISCAL OFFICER.

There is hereby created the office of the Fiscal Officer. This office and position may be combined with the Administrative Director at the discretion of the Mayor, with approval by Council.

A. Keep the financial accounts of the Municipality, including taxes and assessments, monies due to, and all receipts and disbursements by the Municipality.

B. Be the custodian of all monies of the Municipality and shall perform the functions of the Treasurer of the Municipality.

C. Assist the Mayor and Council in the preparation of estimates, budgets and appropriations and shall keep the Mayor and Council informed as to the financial condition of the Municipality from time to time as Council may request.

D. Examine all payrolls, bills and other claims against the Municipality and shall issue no warrant unless he or she shall find that the claim is in proper form, correctly computed, duly approved and that it is due and payable and that an appropriation has been made therefor.

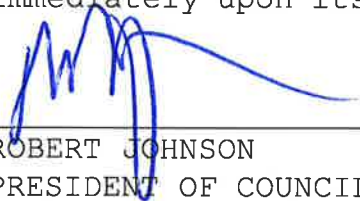
Section 7. That the proposed Charter amendment is being submitted pursuant to the submission of said amendments, additions and

revisions by the Charter Review Commission of the City of Mentor-on-the-Lake, as provided in Section 11.05 of the Charter.


Section 8. That all formal actions of this Council concerning the passage of this Ordinance were adopted in an open meeting, and that all deliberations of this Council, or any of its Committees, which resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements, including Section 123.22 of the Ohio Revised Code.

Section 9. That this Ordinance is hereby declared to be and is passed as an emergency measure, the emergency being the need to comply with the provisions of the Charter and to preserve order and peace, quiet and dignity in this City. Said Ordinance is necessary for the immediate preservation of the public peace, health, safety and welfare of the inhabitants of the City of Mentor-on-the-Lake, Ohio.

WHEREFORE, this Ordinance shall be in full force and effect immediately upon its passage by Council and approval by the Mayor.




ROBERT JOHNSON
PRESIDENT OF COUNCIL



DAVID R. EVA
MAYOR

Dated: 7/9/2024

ADOPTED: 7/9/2024

ATTEST: 

Clerk of Council