

(Council as a Whole)

**CITY OF KIRTLAND**

**RESOLUTION NUMBER 20-R-68**

**A RESOLUTION APPOINTING DENISE A. ROELLE AS CLERK OF COUNCIL AND ESTABLISHING WAGE AND DUTIES, AND DECLARING AN EMERGENCY.**

**WHEREAS**, Kirtland Codified Ordinance 220.25 requires the posting of copies of enacted legislation for fifteen consecutive days in three places within the City, those being City Hall, the Kirtland Public Library, and the Kirtland Community Center; and

**WHEREAS**, due to the current state of emergency in Ohio stemming from the COVID-19 pandemic, at some point City Hall, the Kirtland Public Library, and the Kirtland Community Center have been closed in order to protect both the community and the staff from potential infection; and

**WHEREAS**, Kirtland Codified Ordinance 220.25 grants City Council the authority to modify the posting requirement.

**NOW, THEREFORE, BE IT RESOLVED** by the Council of the City of Kirtland, County of Lake and State of Ohio, that:

**SECTION I:** Denise A. Roelle is hereby appointed Clerk of the Council of the City of Kirtland for a twelve (12) month period beginning December 1, 2020 and ending November 30, 2021.

**SECTION II:** Compensation for her duties as Clerk of Council is hereby established as One Thousand Three Hundred Thirty-Two Dollars and Fifty Cents (\$1,332.50) per month for the performance of all duties necessary for effectively handling the clerical responsibilities at all regularly scheduled Council meetings (two monthly meetings, including meetings that may be scheduled during Council's August recess, and the organizational meeting).

**SECTION III:** For all other special meetings, and/or special assignments, i.e., public hearings, recall petitions, Charter Amendment changes, and assignments deemed by Council to be other than the regularly recognized duties, the Clerk of Council shall be compensated at a rate of Sixteen Dollars (\$16.00) per hour.

**SECTION IV:** The compensation set forth herein shall be increased at the same rate all city employees receive in accordance with the percentage increase, if any, negotiated pursuant to collective bargaining. Any such increase shall be retroactive to December 1, 2020.

**SECTION V:** The City Council, pursuant to its authority in Kirtland Codified Ordinance Section 220.25 and due to the COVID-19 pandemic, hereby modifies the requirement to post this enacted legislation in three places and instead requires the following:

1. If City Hall, the Kirtland Public Library, and/or the Kirtland Community Center are open on the effective date of this enacted legislation, then the Clerk of Council is hereby directed to post the enacted legislation for fifteen (15) consecutive days after its effective date in each facility; and
2. Should any of the facilities listed above be closed on the effective date of the enacted legislation, then the Clerk of Council is not required to post the enacted legislation in that facility; and
3. The Clerk of Council is hereby directed to post the enacted legislation on the City of Kirtland's website for fifteen (15) consecutive days after the effective date of this legislation.

**SECTION VI:**

(a) It is found and determined that all formal actions of this Council concerning and relating to the passage of this Resolution were passed 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 meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

(b) This Resolution is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health and safety of the City, and for the further reason that it is necessary to provide for the usual and customary operations of the Council of the City of Kirtland, wherefor this Resolution shall be in full force and effect immediately upon its passage by the affirmative vote of five (5) members of Council and approval by the Mayor, otherwise this Resolution shall be in effect from and after its adoption at the earliest period allowed by law.

First Reading: \_\_\_\_\_  
Second Reading: \_\_\_\_\_  
Third Reading: \_\_\_\_\_

DATE PASSED: \_\_\_\_\_

\_\_\_\_\_  
President of Council

Submitted to the Mayor for his  
Approval on this \_\_\_\_\_ day of  
\_\_\_\_\_, 2020.

ATTEST:

Approved by the Mayor, this \_\_\_\_\_ day  
of \_\_\_\_\_, 2020.

\_\_\_\_\_  
Clerk of Council  
clerk appt 12.20

\_\_\_\_\_  
Mayor Kevin F. Potter