

ORDINANCE NO. 2024-17

AN ORDINANCE ESTABLISHING THE COMPENSATION OF THE DIRECTOR OF LAW OF THE CITY, REPEALING CERTAIN ORDINANCES, AND DECLARING AN EMERGENCY.

WHEREAS, the Mayor has appointed Stephanie E. Landgraf, an attorney duly admitted to practice law in the State of Ohio, as Director of Law, pursuant to the provisions of Section 5.5 of the Willowick City Charter, for a term commencing January 1, 2024, and terminating December 31, 2027; and

WHEREAS, Council has confirmed the appointment of the Director of Law.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Willowick, County of Lake, and State of Ohio:

Section 1. That effective April 1, 2024, the Director of Law shall receive compensation as follows:

a) The City shall pay the Law Director Two Thousand Four Hundred Twenty-Three Dollars and Eight Cents (\$2,423.08) bi-weekly for the following: attendance at all regular meetings of Council, and such special and adjoining meetings of Council as the Mayor or Council may request; the preparation of legislation, contracts and legal documents; the furnishing of legal advice as may be required for the various officials, departments, boards or commission of the City; the preparation and supervision of the proceedings for the construction and financing of all improvements of the City; drafting zoning ordinances; services in connection with zoning; services in connection with revisions to the Codified Ordinances of the City; and attendance at meetings and hearings of various commissions and boards of the City, at which the attendance of the Director of Law is requested. Subject to provisions of Sections (b), (c) and (d) hereof, the time required to be expended by the Director of Law in performing the duties hereunder shall not exceed thirty (30) hours per month.

b) For all time in excess of thirty (30) hours per month expended by the Director of Law in performing the duties described in subsection (a) hereof, the City shall pay the Director of Law at the rate of One Hundred Twenty-Five Dollars (\$125.00) per hour.

c) For representing the City or performing services for it in any matter of litigation, including the prosecution of proceedings before administrative boards or tribunals, the City shall pay the Director of Law such reasonable compensation as may be approved by the Council of the City.

d) The City shall reimburse the Director of Law for reasonable out-of-pocket expenses incurred by her in the performance of the duties imposed herein.

Section 2. In addition to the payment provided in the foregoing paragraphs, the City shall pay the City Prosecutor, appointed by the Law Director, compensation in the amount of One Thousand Three Hundred Forty-Six Dollars and Sixteen Cents (\$1,346.16) bi-weekly.

Section 3. Pursuant to Section 5.5 of the Charter, the Director of Law is hereby authorized to retain, at her expense, the services of assistants or designees to assist her in the performance of the duties imposed upon her by virtue of this Ordinance.

Section 4. That the Mayor is hereby authorized to enter into an Agreement for Legal Services with Stephanie Landgraf and/or her law firm in accordance with this Ordinance.

Section 5. That said Director shall respond to the inquires of Council regarding the services of her Department and such matters that would come within her Department's responsibilities.

Section 6. That all Ordinances or parts thereof in conflict herewith be and the same are hereby repealed.

Section 7. That this Ordinance constitutes an emergency measure in that the same provides for the immediate preservation of the public peace, health, safety and welfare of the inhabitants of the City of Willowick and further, provides for the usual daily operation of the municipal law department.

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

Adopted by Council: _____, 2024

Monica Koudela, Council President

Submitted to the Mayor: _____, 2024

Michael J. Vanni, Mayor

Approved by the Mayor: _____, 2024

Attest: _____
Christine Morgan, Clerk of Council