

ORDINANCE NO. 2025-1

AN ORDINANCE PROVIDING FOR THE SUBMISSION OF A PROPOSED AMENDMENT TO ARTICLE VII OF THE CHARTER OF THE CITY OF WILLOWICK, OHIO, TITLED CIVIL SERVICE COMMISSION (SECTION 7.3, TITLED CLASSIFICATION OF SERVICE) TO THE ELECTORS OF THE CITY, AND DECLARING AN EMERGENCY.

WHEREAS, pursuant to the Charter of the City of Willowick and the Constitution of the State of Ohio, the Council has determined to authorize and direct the submission of a proposed Charter Amendment to the electors of the City, as set forth hereinafter, at an election to be held on Tuesday, May 6, 2025 which election is not less than sixty (60) nor more than one hundred twenty (120) days from the date of passage of this Ordinance.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF WILLOWICK, THE COUNTY OF LAKE, AND THE STATE OF OHIO:

SECTION 1. That the Council hereby authorizes and directs that the following proposal to amend Article VII, Section 7.3, of the Charter of the City of Willowick, Ohio, be submitted to the electors of the City on Tuesday, May 6, 2025:

ARTICLE VII CIVIL SERVICE COMMISSION

Section 7.3 CLASSIFICATION OF SERVICE.

The civil service of the Municipality is hereby divided into unclassified and classified service. The unclassified service shall include:

- (a) All officers elected by the people;
- (b) Any member of a board or commission or any head of a department, sub-department or division thereof, other than the police ~~and fire~~ departments;
- (c) One secretary to the Mayor and one secretary to each head, superintendent and foreperson of any department, sub-department or division, or his or her assistants;
- (d) Any deputy of an elected or appointed officer who holds a fiduciary relationship to his or her principal;
- (e) Any office or position requiring peculiar or exceptional qualifications; (0 Plumbing, heating, building, electrical, health and sanitary or sewer inspectors;
- (g) Provision employees whose employment without extension by the Commission shall not exceed one hundred twenty (120) days;
- (h) Unskilled labor.

The classified service shall include:

- (a) Members, including officers, of the police ~~and fire~~ departments;
- (b) ~~Members, including officers but excluding the Chief, of the fire department;~~

~~(b)~~(c) Employees of any utility operated by the Municipality requiring an operator's license except a chauffeur's license in the performance of their duties;

~~(e)~~(d) Except as herein provided the Civil Service Commission shall determine the practicability of classification and competitive examination for any nonelective office or job in the service of the Municipality. The Civil Service Commission may determine that no competitive exam is required for the initial appointment of a part-time firefighter. No part-time firefighter shall be eligible to take the full-time Civil Service test or be eligible for promotion in the part-time ranks unless a part-time firefighter has passed a competitive Civil Service exam and has been hired off of a Civil Service list as a part-time firefighter.

Any person in the classified service, who is serving the Municipality on the effective date of this Charter, may be retained in the same or similar position without examination.

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 is hereby authorized and directed to cause a copy of said proposed Charter Amendment to be mailed at least thirty (30) days prior to said election, to each elector of this City whose name appears in the registration book of the last regular or general election held in the City; provided, however, that in lieu of such mailing and to the extent provided by law, the Clerk of Council is hereby authorized to cause a copy of the proposed Charter Amendment to be published in such manner as may be authorized by law.

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 there is appropriated from the General Fund of the City, an amount sufficient to pay the cost of carrying out the directions of this Ordinance, including the cost of printing or otherwise preparing the mailing or publishing of a copy of said proposed Charter Amendment, and of publishing notice of such election.

SECTION 7. 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 VII, titled Civil Service Commission, (Section 7.3, Classification of Service) of the Charter of the City of Willowick, Ohio, be amended to exclude the Chief of the Fire Department as a member of the classified service of the City?

SECTION 8. It is found and determined that all formal actions of this Council concerning and relating to the passage of this Ordinance were conducted in an open meeting of this Council, and that all deliberations of this Council and any of its committees that resulted in such actions were conducted in

meetings open to the public in compliance with all legal requirements including Chapter 107 of the Codified Ordinances of the City of Willowick.

SECTION 9. That this Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety, and welfare of the inhabitants of the community; and for the further reason that it is necessary to provide for the usual daily operations of the City and its municipal bodies; and provided that it receives the affirmative vote of two-thirds of the members elected to Council, it shall be in full force and take effect immediately upon its adoption by Council and approval by the Mayor; otherwise, it shall be in full force and take effect from and after the earliest period allowed by law.

That this Ordinance shall be in full force and take effect immediately upon its passage by Council and its approval by the Mayor, or at the earliest period allowed by law.

Adopted by Council: _____, 2025

Monica Koudela, President of Council

Approved by Mayor: _____, 2025

Attest:

Michael J. Vanni, Mayor

Clerk of Council