RESOLUTION NO. 2016-98

A RESOLUTION APPOINTING TARA GRIMM AS CLERK OF COUNCIL OF THE CITY OF KENT AND DECLARING AN EMERGENCY.

WHEREAS, City Council desires to hire a Clerk of Council pursuant to the provisions of the City's Charter Article V, 5.09 Clerk of Council, whereby the Council shall appoint a Clerk of Council who shall serve at the pleasure of the Council. The Clerk of Council shall give notice of and shall attend the meetings of Council, shall keep the journal of its proceedings, shall authenticate by his or her signature and record in full in a book kept for the purpose all ordinances and resolutions and shall perform such other duties as shall be required by this Charter or by ordinance; and

WHEREAS, pursuant to the provisions of Council’s Standing Rules, Section XIII (B)(10)(11) Council Employees, Clerk of Council, whereby (B) the Clerk of Council is the liaison between the Council, City Manager, administrative staff, and the public, and shall serve to facilitate communication between all parties; (10) The Clerk of Council is hereby designated Parliamentarian of the City Council; and (11) The Clerk of Council is hereby assigned to be the appropriate designee for the Mayor and members of City Council for purposes of fulfilling the training and education requirements of Ohio’s public records laws, ORC §149.43(E)(1) and ORC §109.43.

WHEREAS, City Council has determined that Tara Grimm meets the requirements and possesses the skills necessary to perform the duties of Clerk of Council; and

WHEREAS, the City Council desires to hire Tara Grimm under the terms and conditions herein described.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Kent, Portage County, Ohio, at least three-fourths (3/4) of all members elected thereto concurring:

SECTION 1. That effective September 19, 2016 Tara Grimm shall be appointed to the position of Clerk of Council of the City of Kent, shall serve in the capacity as a permanent full-time employee at an hourly rate as determined by the City Council, and whose work schedule shall be as determined by the Mayor of City Council.

SECTION 2. That it is found and determined that all formal actions of this Council concerning and relating to the adoption of this Resolution were adopted 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 of Section 121.22 of the Ohio Revised Code.

SECTION 3. That this resolution is hereby declared to be an emergency measure necessary for the continuance of the daily activities of the municipal operation and therefore, for which reason and other reasons manifest to this Council, this resolution is hereby declared to be an emergency measure and shall take effect and be in force immediately after passage.

PASSED: [Signature]
Date

EFFECTIVE: [Signature]
Date

ATTEST: [Signature]
Tara Grimm, CMC
Clerk of Council


TARA GRIMM, CMC
CLERK OF COUNCIL
(SEAL)