

# RECORD OF ORDINANCES

Dayton Legal Blank, Inc.

Form No. 30043

Ordinance No. 2016-16

Passed October 11, 2016

**AN ORDINANCE CREATING THE POSITION OF VILLAGE ADMINISTRATOR IN ACCORDANCE WITH THE PROVISIONS OF SECTION 735.271 OF THE REVISED CODE AND THE DECLARATION OF AN EMERGENCY**

WHEREAS, it is believed to be in the best interest of better administration of Village affairs to create the position of Village Administrator; and

WHEREAS, Section 735.271 of the Revised Code empowers the Council to create such a position; and

WHEREAS, it is the judgement of this Council that the interests of the citizens of the Village will be better served through the creation of the position of Village Administrator; and

WHEREAS, it is the judgement of this Council that the position should be created immediately as an emergency as there have been no members on the Board of Public Affairs for several years;

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE VILLAGE OF THURSTON, FAIRFIELD COUNTY, OHIO, A MAJORITY OF ITS MEMBERS CONCURRING:

**SECTION 1:** In accordance with Section 735.271, Revised Code, there is hereby created the position of Village Administrator. The salary of the Village Administrator shall be determined by the Village Council.

**SECTION 2:** The Village Administrator shall have those powers, duties, and functions as provided by the general laws of the State of Ohio, and in addition he or she shall have the additional duties and functions as determined by the Village Council, and pursuant to the "Duties and Responsibilities of the Administrator," which is attached hereto and incorporated herein.

**SECTION 3:** After the effective date of this ordinance, the appointment of the Village Administrator by the Mayor, and his or her confirmation by the Council, the Board of Public Affairs shall be abolished in accordance with the provisions of Section 735.272 of the Revised Code.

**SECTION 4:** For the reasons noted in the preamble, this ordinance is declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety, morals, and welfare of the citizens of Thurston, Ohio. This ordinance shall become effective immediately in order to record the proper entries.

First Reading: 10-11-16  
Second Reading: waived  
Third Reading: waived

Mary M. Bowling  
Mary Bowling, Mayor

DATE OF PASSAGE: 10-11-16

EFFECTIVE DATE: 10-11-16

ATTEST:

Aaron L. Reedy  
Aaron L. Reedy, Clerk-Treasurer

## DUTIES AND RESPONSIBILITIES OF THE ADMINISTRATOR

The Village Administrator shall manage and control the water works, sanitary system or similar utilities and furnish supplies of water and the treatment of wastewater. The Administrator shall supervise the improvements and repair of streets, avenues, alleys, lands, lanes, sidewalks, sewers, drains, ditches, culverts, streams and water courses, as well as the lighting and cleaning of all streets, alleys and public buildings and places.

The Village Administrator may make such administrative regulations as he or she deems necessary for the safe, economical, and efficient management and protection of such works, plants, and public utilities, provided that such administrative regulations shall not be in conflict with local, state or federal laws or regulations.

The Village Administrator shall appoint officers, employees, clerks, and assistants, provided such positions are first authorized by the legislative authority of the Village and approved by the Mayor.

The Village Administrator shall be under the general supervision of the Mayor, and shall have such other powers and duties as are prescribed by local legislation or by law and which are not inconsistent herewith. The Village Administrator shall perform all duties and shall have all powers of boards of public affairs and street commissioners as prescribed by law.

The position of Village Administrator will report directly to the Mayor of the Village of Thurston, and ultimately to the Council of the Village of Thurston.