

ORDINANCE NO. 44-24

AN ORDINANCE AMENDING SECTION 31.07 OF THE SALARIES AND BENEFITS CODE OF THE CITY OF MEDINA, OHIO RELATIVE TO ACCEPTING THE REVISED JOB DESCRIPTION FOR ADMINISTRATIVE OFFICE MANAGER.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF MEDINA, OHIO:

SEC. 1: In accordance with Section 31.07 of the Salaries and Benefits Code of the City of Medina, Ohio the revised job description for the position of Administrative Office Manager is hereby approved, marked Exhibit A, attached hereto and incorporated herein.

SEC. 2: That it is found and determined that all formal actions of this Council concerning and relating to the passage of this Ordinance were adopted in an open meeting of this Council, and that all deliberations of this Council and any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with the law.

SEC. 3: That this Ordinance shall be in full force and effect at the earliest period allowed by law.

PASSED: February 26, 2024

SIGNED: John M. Coyne, III
President of Council

ATTEST: Kathy Patton
Clerk of Council

APPROVED: February 27, 2024

SIGNED: Dennis Hanwell
Mayor