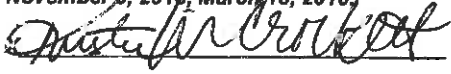


**EFFECTIVE 11/03/2009**  
**\*AMENDED 11/02/2010**  
**\*AMENDED 05/06/2014**  
**\*AMENDED 11/3/2015**  
**\*AMENDED 3/15/2016**

**CHARTER  
OF THE  
VILLAGE OF MADISON**

***I DO HEREBY CERTIFY THAT THE HEREIN MADISON VILLAGE CHARTER WAS ADOPTED AND APPROVED BY THE MADISON VILLAGE VOTERS ON NOVEMBER 3, 2009. \*AMENDED November 02, 2010, MAY 6, 2014, November 8, 2015, March 15, 2016.***



**SIGNED BY KRISTIE M. CROCKETT, FISCAL OFFICER  
VILLAGE OF MADISON, OHIO**

**(SEAL)**

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## **PREAMBLE**

We, the people of the Village of Madison, in the County of Lake and State of Ohio, in order to secure for ourselves the fullest measure of municipal home rule and local self-government under the Constitution and laws of the State of Ohio, and to preserve and protect the character of our community, do hereby adopt this Charter.

## **ARTICLE I THE MUNICIPALITY**

### **SECTION 1.1 - NAME**

The municipal corporation now existing in the County of Lake and State of Ohio and known as the Village of Madison shall continue to be a body politic and corporate under the name of the Village of Madison or the City of Madison according to the classification of municipal corporations under the Constitution and laws of the State of Ohio then in effect. The provisions of this Charter shall apply whether this Municipality is a village or a city.

### **SECTION 1.2 - BOUNDARIES**

The Municipality shall have the same boundaries as exist on the effective date of this Charter, with the power and authority to change its boundaries and annex other territory contiguous thereto in the manner authorized by the Constitution and laws of the State of Ohio.

### **SECTION 1.3 – FORM OF GOVERNMENT**

The municipal government provided by this Charter shall be known as a Mayor-Council plan, and shall be non-partisan in all of its activities and elections.

## **ARTICLE II POWERS OF THE MUNICIPALITY**

### **SECTION 2.1 - POWERS**

The Municipality shall have all the powers, general or special, governmental or proprietary, that may now or hereafter lawfully be possessed or exercised by municipal corporations under the Constitution and laws of the State of Ohio.

### **SECTION 2.2 - MANNER OF EXERCISE**

The powers of this Municipality shall be exercised in the manner prescribed in this Charter, or to the extent not prescribed herein, then in such manner as the Council may determine, and when not prescribed in this Charter or determined

by Council, such powers shall be exercised in such manner as may now or hereafter be provided by the general laws of the State of Ohio until the Council shall provide a different manner of exercising such powers.

## **ARTICLE III MAYOR**

### **SECTION 3.1 - TERM**

The Mayor shall be elected for a term of four (4) years at the regular municipal election to be held in November 2011 and every four (4) years thereafter. The term shall commence on the first day of January next following his or her election.

The Mayor holding office upon the adoption of this Charter shall continue in office until his or her successor, elected at the general election of November 2011, assumes office.

### **SECTION 3.2 - QUALIFICATIONS**

The Mayor shall have been a resident and a qualified elector of the Municipality for not less than two continuous years immediately prior to the mayoral election and shall continue to be a resident of the Municipality throughout the term of office. The Mayor shall not hold any other elected public office or be employed by this municipality.

### **SECTION 3.3 - REMOVAL**

The Council may remove the Mayor for gross misconduct, malfeasance, misfeasance, or nonfeasance in or disqualification for office, or for the conviction while in office of a felony or crime involving dishonesty or moral turpitude, or if adjudicated legally incompetent or for a violation of the oath of office; provided, however, that such removal shall not take place until the Mayor has been notified in writing of the charges at least ten (10) days in advance of a public hearing upon such charges, and the Mayor or the Mayor's counsel has been given an opportunity at such hearing to be heard, present evidence, and examine any witness appearing in support of the charges. At conclusion of the hearing Council may choose proceed with the removal of the Mayor as follows: effective 1/1/2016 such removal shall not take place without the affirmative vote of five (5) members of Council; effective 1/1/2018 such removal shall not take place without the affirmative vote of four (4) members of Council. *(Amended 11-03-2015)*

### **SECTION 3.4 – ABSENCE**

When the Mayor for any reason is unable to perform his or her duties as Mayor, the President of Council shall become the Acting Mayor, and while so acting shall have and exercise all of the powers of the Mayor, but shall continue to be the President of Council and shall retain his or her right to vote. If both the Mayor and the President of Council for any reason are unable to perform the duties of Mayor, then the Vice-President of Council shall become Acting Mayor, and while so acting shall have and exercise all of the powers of the Mayor, but shall continue to be Vice-President of Council and shall retain his or her right to vote. The President of Council or the Vice President of Council while acting as Mayor shall have no veto power. *(Amended 11-03-2015)*

### **SECTION 3.5 - VACANCY**

If the office of Mayor becomes vacant, the President of Council shall forthwith become Mayor for the unexpired term and the Vice President of Council shall become President of Council. Thereupon, the vacancy in Council shall be first filled in the manner provided hereinafter and, thereafter, a new Vice President of Council shall be chosen by Council. If the President of Council declines to serve as Mayor, Council shall then appoint, by a majority vote of all the members of Council, one of its members as Mayor for the unexpired term. If a Mayor-elect fails to qualify for office, a vacancy shall be deemed to exist and the President of Council elected at the organizational meeting following such regular municipal election shall become Mayor for that term as provided above. *(Amended 11-03-2015)*

### **SECTION 3.6 - DUTIES AND POWERS**

The Mayor shall be the chief executive officer and head of the administrative branch of the municipal government. The Mayor shall perform all duties and may exercise all privileges and authority prescribed for him or her in this Charter or by the Constitution and laws of the United States, and the Constitution and laws of the State of Ohio not inconsistent with the provisions of this Charter. He or she shall further *(Amended 11-03-2015)* :

#### **(a) Executive Powers:**

- (1) Supervise the administration of the Municipality's affairs;
- (2) Appoint such committees other than committees of Council as he or she deems necessary, and exercise control over all committees and departments of the Municipality, except Council and committees thereof;
- (3) Be the chief conservator of the peace within the Municipality and shall cause all laws and ordinances to be enforced therein;

(4) See that all terms and conditions imposed in favor of the Municipality or its inhabitants in any franchise or contract to which the Municipality is a party are faithfully kept and performed.

(5) Recommend to Council such measures as he or she deems necessary or appropriate for the welfare of the Municipality and shall keep Council advised of the condition and future of the Municipality;

(6) Act as the official and ceremonial head of the municipal government and shall preside over the meetings of Council;

(7) Execute on behalf of the Municipality, together with the Fiscal Officer, all contracts, conveyances, evidences of indebtedness and all other instruments to which the Municipality is a party;

(8) Have custody of the seal of the Municipality if one exists and may affix it to all of the aforesaid documents, but the absence of the seal shall not affect the validity of any such instrument;

(9) Perform such other duties as are conferred or required by this Charter, or by any ordinance or resolution of the Council, or by the general laws of the State of Ohio not inconsistent therewith; and

(10) Have the power to appoint and promote, subject to such confirmation as may be required by this Charter or ordinance of Council, any officer or employee of the Municipality, except those required by this Charter to be elected and those persons described in paragraph (11) hereof. He or she shall have the power to discipline, suspend, transfer, reduce in rank or discharge from employment any such officer or employee in the following manner:

(i) With respect to the Chief of Police and, upon the recommendation of the Chief of Police with respect to all other members of the Police Department, the Mayor shall have the power to suspend or remove any member of said department in the manner provided by Section 9.2 of this Charter;

(ii) With respect to all other non-elected officers and employees of the Municipality, the Mayor shall have the power to discipline, suspend, transfer, reduce in rank, or discharge from employment any such officer or employee. However, a discharged officer or employee may request an appeal hearing before Council in executive session, provided a request is filed with the Fiscal Officer within ten (10) days of the discharge date. Council will then hear the appeal at the next scheduled Council meeting following the expiration of the ten day request period, or sooner if Council so elects. The discharged



officer or employee has the right to have his or her legal counsel attend the appeal hearing before Council. The discharge shall only take effect if confirmed by a majority vote of all the members of Council in open session. If the discharge is not confirmed by a majority vote of all the members of Council, the officer or employee may be subject to reprimand, discipline, or suspension.

- (iii) Unless otherwise provided in this charter, all actions taken pursuant to the foregoing subparagraphs (i) and (ii) shall be final and conclusive, and no reason, notice, written charge or public hearing shall be required.

(11) The Mayor shall not appoint to a full or part time position any person who is an immediate family member of the Mayor, a member of council, or a full time employee of the Village. Immediate family is defined as being a spouse, child, sibling, son-in-law, daughter-in-law, parent, grandparent, grandchild, niece or nephew.

(b) Judicial Powers:

The Mayor shall have all the judicial powers granted from time to time by the general laws of the State of Ohio to mayors of municipalities.

(c) Legislative Powers

The Mayor shall have the right to recommend and introduce legislation and to take part in the discussion of all matters coming before Council. Every ordinance or resolution adopted by Council shall be signed by the President of Council or presiding officer and attested by the Fiscal Officer.

(d) Veto Powers

(1) Veto Power Every ordinance or resolution adopted by Council shall be presented promptly to the Mayor. If the Mayor approves such ordinance or resolution, he shall sign it indicating his approval and return it to the Fiscal Officer within ten (10) days after its adoption by Council. If he does not approve it, he shall return it to the Fiscal Officer within said ten (10) days with his written objections, which shall be entered in full upon the journal of Council. If the Mayor does not sign or so return an ordinance or resolution within said ten day period, it shall take effect in the same manner as if he had signed it. The Mayor may approve or veto the whole or any item of an ordinance or resolution appropriating money; but otherwise, his approval or veto shall be addressed to the entire ordinance or resolution.

(2) Council Override of Veto When the Mayor has vetoed an ordinance or resolution, or a part or item thereof as herein provided, the Council shall, not

later than its next regular meeting, proceed to reconsider it; and if, upon reconsideration, the ordinance or resolution or part or item thereof vetoed by the Mayor be approved by the affirmative vote of four (4) members of Council, it shall then take effect without the signature of the Mayor, in the same manner as if he had signed it. In all such cases, the votes shall be taken by roll call and entered upon the journal of Council.

(3) Veto Limitations The Mayor shall have no authority to veto an ordinance or resolution proposing to amend this Charter or establishing or calling for an election authorized by this Charter or the Constitution or Laws of Ohio.

### **SECTION 3.7**

No sitting Mayor may bring any legal action against the Municipality or any of its officers or employees, when such officers or employees are acting in their official capacities, related to any law enacted by the Council or for any other action authorized by the Council, unless the legal action has been authorized by the Law Director. In the event the Mayor violates this section he or she shall have forfeited their right to hold office and shall be subject to removal from office pursuant to Section 3.3 of this Charter.

*(Amended 03-15-2016)*

## **ARTICLE IV COUNCIL**

### **SECTION 4.1 - COMPOSITION**

The Council shall consist of seven (7) members all of whom shall be elected at large. Effective 1/1/2016, the Council shall consist of six (6) members all of whom shall be elected at large. Effective 1/1/2018, the Council shall consist of five (5) members all of whom shall be elected at large. *(Amended 05-06-2014)*

### **SECTION 4.2 – TERM**

The councilperson shall serve terms of four (4) years. The terms of all councilpersons shall commence on January 1 next following their election. In the general election of November 2015, there shall be two (2) councilpersons elected all serving terms of four (4) years. In the general election of November 2017, there shall be three (3) councilpersons elected for terms of four (4) years. *(Amended 05-06-2014)*

At the organizational meeting held in January 2010 the first order of business shall be to appoint a seventh councilperson who shall serve a term ending December 31, 2011.

### **SECTION 4.3 - QUALIFICATIONS**

Every councilperson shall have been a resident and a qualified elector of the

Municipality for not less than two continuous years immediately prior to the general election and shall continue to be a resident of the Municipality throughout the term of office. A member of council shall not hold any other elected public office or be employed by this municipality.

#### **SECTION 4.4 - ORGANIZATION**

In January of 2010 and in January of each even numbered year thereafter, the Council shall meet in the Council Chamber for the purpose of organization.

#### **SECTION 4.5 - PRESIDENT AND VICE PRESIDENT OF COUNCIL**

At the organizational meeting beginning in January 2010 and every two years thereafter, the Council shall choose one of its members as President of Council and another as Vice President of Council. The President of Council and Vice President of Council shall have all the powers, duties, functions, obligations and rights of any other member of Council.

#### **SECTION 4.6 - REMOVAL**

The Council shall be the judge of the election and qualifications of its own members. It may remove any member for gross misconduct, malfeasance, misfeasance, or nonfeasance in or disqualification for office, or for the conviction while in office of a felony or a crime involving dishonesty or moral turpitude, or if adjudicated legally incompetent, or for a violation of the oath of office, or persistent failure to abide by the rules of the Council; provided, however, that such removal shall not take place without the affirmative vote of three-fourths (3/4) of the remaining members of Council nor until the accused member shall have been notified in writing of the charge at least ten (10) days in advance of a public hearing upon such charge, and the Councilperson or the Councilperson's counsel has been given an opportunity to be heard, present evidence, or examine any witness appearing in support of the charge. The accused member shall not vote on the question of removal.

#### **SECTION 4.7 - VACANCIES**

Any vacancy in the Council or an office thereof shall be filled by a majority vote of the remaining members of Council for the unexpired term. If the vacancy is not filled within thirty (30) days after it shall have occurred, the Mayor shall fill it by appointment, provided that the Mayor may extend the period of thirty (30) days in which council must act, which extension must be in writing filed with the Fiscal Officer and set forth therein the time period of the extension.

#### **SECTION 4.8 - COUNCIL MEETINGS**

The Council shall hold at least one meeting in each calendar month. A majority of the members of Council shall constitute a quorum for the transaction of business at any meeting of the Council, but a lesser number may adjourn the meeting from time to time. At any meeting in which a quorum is present, any ordinance or resolution may be passed or adopted, or any other action taken, by the affirmative vote of four (4) members of Council unless a larger number be required by the provisions of this Charter. Effective 1/1/2018 and thereafter at any meeting in which a quorum is present, and ordinance or resolution may be passed or adopted, or any other action taken, by the affirmative vote of three (3) members of council unless a larger number be required by the provisions of this Charter. A councilperson present at the council meeting but who abstains from voting on an ordinance, resolution or motion is deemed to have acquiesced in the action taken by the majority of councilpersons who do vote on said ordinance, resolution or motion. All meetings of council and its committees shall comply with the state open meetings laws. The Fiscal Officer or designee shall keep a record of the proceedings of Council in a journal in which the "yea" or "nay" vote of each councilperson voting or abstaining on every ordinance or resolution, and the action of Council on other measures, shall be recorded.  
*(Amended 05-06-2014)*

#### **SECTION 4.9 - POWER AND DUTIES**

The legislative powers of the Municipality, except as otherwise provided in this Charter, or by the Constitution of the State of Ohio, shall be vested in the Council. The Council shall, by ordinance, make provision for the time and place of the regular meetings of the Council, the method of calling special meetings of Council, the method of giving public notice of its ordinances and resolutions and any other of its acts or proceedings which it deems proper to publish, and such other general regulations as the Council may deem necessary.

#### **SECTION 4.10**

No sitting member of Council may bring any legal action against the Municipality or any of its officers or employees, when such officers or employees are acting in their official capacities, related to any law enacted by the Council or for any other action authorized by the Council, and regardless of whether that member participated in the law's enactment or the action's authorization, unless that member shall first resign from office. Any member of Council who violates this section shall have forfeited their right to hold office and shall be subject to removal from office pursuant to Section 4.6 of this Charter.  
*(Amended 03-15-2016)*

### **ARTICLE V LEGISLATION**

#### **SECTION 5.1 – GENERAL ORDINANCES**

The Council may make provision by ordinance for:

- (a) The form and method of enactment and publication of its ordinances and resolutions;
- (b) The procedure for making public improvements and levying assessments, including the procedure for combining two or more public improvements, and the levying of assessments therefore, in one proceeding, if the Council finds that it will be economical and practical to undertake such improvements jointly;
- (c) The making, advertising and awarding of contracts and alterations or modifications of contracts, including the determination of when formal bidding shall be required, the method of such bidding and the matters to be exempted from such bidding;
- (d) The purchase or the sale or disposal of municipal property;
- (e) The establishment of special provisions respecting the designation of depositories, types of accounts, and the investment of public monies; and
- (f) Such other general regulations as the Council may deem necessary including the use of an official seal.

Ordinances may be revised, codified, rearranged and published in book form under appropriate titles, chapters and sections, and such revisions and codification may be made in one ordinance comprising one or more subjects. The publication of such revision and codification in book form as aforesaid shall be held sufficient publication of the ordinance or ordinances contained in such revision and codification. Any such publication of a revision or codification of ordinances in book form shall contain a certification by the President of Council and the Fiscal Officer of the correctness of such revision, codification and publication, and the book so published shall be received in evidence in any court for the purpose of proving the ordinance or ordinances therein contained, in the same manner and for the same purpose as the original book, ordinances, minutes or journals would be received.

## **SECTION 5.2 - EFFECTIVE DATE OF ORDINANCES AND RESOLUTIONS**

Each ordinance providing for the appropriation of money, or for an annual tax levy, or for improvements petitioned for by the owners of a majority of the foot frontage of the property benefited and to be specially assessed therefore, and any emergency ordinance or resolution necessary for the immediate preservation of the public peace, health or safety, shall take effect, unless a later time be specified therein, upon its signature by the mayor, or upon the expiration of the time within which it may be disapproved by the mayor, or upon its passage

after disapproval by the mayor, as the case may be. No other ordinance or resolution shall go into effect until thirty days after signature by the mayor, or upon the expiration of the time within which it may be disapproved by the mayor, or upon its passage after disapproval by the mayor, as the case may be. Each emergency measure shall contain a statement of the necessity for such emergency action and shall require the affirmative votes of 2/3rds of all members of Council for its enactment. No action of the Council providing for a change in the existing zoning code, in authorizing any change in the boundaries of the Municipality, or the surrender or joint exercise of any of its powers, or in granting any franchise, shall be taken as an emergency measure.

## **ARTICLE VI MUNICIPAL ADMINISTRATOR**

### **SECTION 6.1 - TITLE**

The Municipal Administrator shall be referred to as the Village Administrator if the Municipality is a village or the City Administrator if the Municipality is a city.

### **SECTION 6.2 - APPOINTMENT AND TERM**

A Municipal Administrator may be appointed by the Mayor, subject to confirmation by a majority vote of all members of Council. The Municipal Administrator may be removed by the Mayor with or without cause, but such removal shall not take place without the concurrence of a majority of all the members of Council. The Municipal Administrator shall not hold any incompatible public office.

### **SECTION 6.3 - DUTIES**

If a Municipal Administrator is in office, he or she shall be the head of the Department of Public Service and shall:

- (a) Manage, conduct, and supervise all operations of the Municipally-owned utilities and the Municipal cemetery.
- (b) Make investigations and analyses of finances of the Municipally-owned utilities, the Municipal cemetery and make recommendations to Council and the Mayor concerning all charges and rates to be made for services rendered and all extensions and curtailments of service.
- (c) Make investigations and recommendations to Council and the Mayor concerning all new construction, maintenance and replacement of existing facilities and equipment, and planning of future operations of the Municipally-owned utilities and the Municipal cemetery.

- (d) Be responsible for the construction, improvement, repair and maintenance of all public streets and alleys, public buildings, drains, ditches, storm sewer facilities, parks, playgrounds, and public places.
- (e) Appoint employees, agents, clerks, and assistants, provided such positions are first authorized by Council; but such appointments shall be subject to the prior approval by the Mayor. Such appointments and the Mayor's approval thereof shall be in writing, and filed with the Fiscal Officer.
- (f) Make investigations and recommendations to the Mayor and Council concerning bids for public contracts.
- (g) Supervise the lighting, sprinkling and cleaning of public streets and places.
- (h) Be the Zoning Inspector of the Municipality and charged with the duty of issuing permits and enforcing the zoning code regulations of the Municipality.
- (i) Perform such other duties as assigned by the Mayor.

## **ARTICLE VII FISCAL OFFICER**

### **SECTION 7.1 - APPOINTMENT AND TERM**

The Fiscal Officer shall be appointed by the Mayor, subject to confirmation by a majority vote of all members of Council. The Fiscal Officer may be removed from office with or without cause by the Mayor, but such removal shall not take place without the concurrence of a majority of all the members of Council. Any vacancy in said office shall be filled by the same procedure. The Fiscal Officer shall not hold any incompatible public office.

### **SECTION 7.2 - DUTIES**

The Fiscal Officer shall be the head of the Finance Department of the Municipality, and shall:

- (a) Keep the financial accounts of the Municipality, including taxes and assessments, monies due to, and all receipts and disbursements by the Municipality.

- (b) Be the custodian of all monies of the Municipality and shall perform the functions of the Treasurer of the Municipality.
- (c) Assist the Mayor and Council in the preparation of estimates, budgets and appropriations and shall keep the Mayor and Council informed as to the financial condition of the Municipality from time to time as Council or the Mayor may request.
- (d) Examine all payrolls, bills and other claims against the Municipality, and shall issue no warrant unless the claim is found to be in proper form, correctly computed, duly approved and that it is due and payable and that an appropriation has been made therefore.
- (e) Be the Clerk of Council and in that capacity attend all meetings of Council and keep a record of all proceedings of Council and shall authenticate all ordinances, resolutions, records, documents and instruments of the Municipality on which authentication is necessary.
- (f) Perform such other duties as required by this Charter, the Mayor, or by any ordinance or resolution of the Council or by the general laws of the State of Ohio not inconsistent with the provisions of this Charter.

## **ARTICLE VIII LAW DIRECTOR**

### **SECTION 8.1 - APPOINTMENT AND TERM**

The Law Director shall be the director of the Law Department. He or she shall be provided with such assistants and special counsel as the Council may from time to time deem to be necessary and/or desirable. The Law Director and any such assistants and/or special counsel shall be appointed and may be removed at any time by the Mayor with or without cause, subject to confirmation by a majority vote of all the members of Council. The Law Director shall be an attorney at law in good standing admitted to practice in the State of Ohio. He or she shall be the chief legal advisor and attorney for the Municipality and its officers, departments, boards and commissions in their official capacities and shall perform such other duties, consistent with his or her office, as may be assigned to him or her from time to time by the Mayor or Council.

## **ARTICLE IX POLICE DEPARTMENT**

### **SECTION 9.1 - COMPOSITION**



The Police Department shall consist of the Chief of Police and such police officers and members of the Police Department as may be provided for by ordinance of the Council or this charter. The Police Department shall preserve the peace, protect persons and property, and obey and enforce all ordinances of Council, and all criminal laws of the State of Ohio. They shall perform such duties as may be assigned to them from time to time by the Mayor, ordinances of Council and/or the general laws of the State of Ohio.

## **SECTION 9.2 – APPOINTMENT AND REMOVAL**

The Chief of Police, sworn officers, and civilian employees of the Police Department shall be appointed and promoted by the Mayor subject to confirmation by a majority of all of the members of Council. Sworn officers of the Police Department must meet employment requirements as established by the Ohio Revised Code.

Members of the Police Department may be suspended or removed in the manner provided by the general laws of the State of Ohio.

## **\* SECTION 9.3 – EMPLOYEE RIGHTS**

All sworn officers of the police department excluding the Chief of Police shall have the collective bargaining and other rights granted to members of a police department under O.R.C. Chapter 4117. *(Amended 11-02-2010)*

## **ARTICLE X MUNICIPAL ENGINEER**

### **SECTION 10.1 - APPOINTMENT AND TERM**

The Council may by ordinance provide for the employment of a Municipal Engineer who shall be appointed by the Mayor, subject to confirmation by a majority vote of all members of Council. The Municipal Engineer may be removed by the Mayor with or without cause, but such removal shall not take place without the concurrence of a majority of all the members of Council. The Municipal Engineer shall be a registered professional engineer in the State of Ohio, shall perform such duties as may be prescribed by the Mayor or the Council, and shall receive such compensation by fees or salary, or both, as may be provided by ordinance of Council. The Municipal Engineer shall not have any business interest within the Municipality other than those reviewed and approved by a majority of all members of Council.

## **ARTICLE XI BOARDS AND COMMISSIONS**

## **SECTION 11.1 – PLANNING & ZONING COMMISSION**

### **11.11 – COMPOSITION**

There shall be a Planning and Zoning Commission consisting of five (5) members, one of whom shall be the Mayor, one of whom shall be a member of Council appointed by Council, and the remaining three (3) members shall be electors of the Municipality appointed by the Mayor subject to confirmation by a majority of all members of Council.

Of the three (3) appointees first appointed by the Mayor, one shall be appointed for a term of three (3) years, one shall be appointed for a term of two (2) years and one shall be appointed for a term of one (1) year; thereafter, the terms of such appointed members shall be for three (3) years.

### **11.12 – DUTIES AND RESPONSIBILITIES**

The Planning and Zoning Commission shall have all of the authority and responsibilities provided by the ordinances and resolutions of the Municipality including acting as the Architectural Board of Review. Until such ordinances and resolutions shall be adopted, the Board shall have the powers granted by the general laws of Ohio.

### **11.13 – VACANCIES**

A vacancy occurring during the term of any member shall be filled for the unexpired term in the manner authorized for an original appointment.

### **11.14 – REMOVAL**

The Mayor may remove any member appointed to the Planning and Zoning Commission, at any time for neglect of duty, inefficiency, malfeasance, misfeasance, or nonfeasance in office, incapacity or incompetence, or for conflict of interest, provided, however, that such removal shall not become final without the concurrence of a majority of all of the members of Council.

### **11.15 – NON-PARTICIPATION**

No Commission member shall participate in the process of decision, approval, disapproval, or recommendation regarding any matter before the Commission in which he/she, a family member, or any business associate has an interest.

## **SECTION 11.2 – BOARD OF ZONING APPEALS**

### **11.21 – COMPOSITION**

There shall be a Board of Zoning Appeals consisting of five (5) members, one of whom shall be the Mayor, one of whom shall be a member of Council appointed by Council and the remaining three (3) members shall be electors of the Municipality appointed by the Mayor subject to confirmation by a majority of all of the members of Council.

Of the three (3) appointees first appointed by the Mayor, one shall be appointed for a term of three (3) years; one shall be appointed for a term of two (2) years; and one shall be appointed for a term of one (1) year. Thereafter, appointments shall be made annually at the termination of each member's term of office and each appointment shall be for a term of three (3) years.

### **11.22 – DUTIES AND RESPONSIBILITIES**

The Board of Zoning Appeals shall hear appeals for exceptions to, and variances in, the application of resolutions, ordinances, regulations, measures and orders of administrative officials or agencies governing zoning and building in the Municipality. Such Board shall have such other powers and duties and shall follow such procedures as may be prescribed by ordinances or resolutions of Council; provided however that the powers hereby granted shall not extend to the changing of zoning classifications of any lot or parcel of land under the district classifications fixed by the Zoning Code or the Zoning Map, to grant blanket variances which will affect multiple parcels within a subdivision, or to the authorization of any use which is not a permitted use authorized by the Zoning Code for the district in which such land is situated.

### **11.23 – VACANCIES**

A vacancy occurring during the term of any member shall be filled for the unexpired term in the manner authorized for an original appointment.

### **11.24 – REMOVAL**

The Mayor may remove any member appointed to the Board of Zoning Appeals, at any time for neglect of duty, inefficiency, malfeasance, misfeasance, or nonfeasance in office, incapacity or incompetence, or for conflict of interest, provided, however, that such removal shall not become final without the concurrence of a majority of all of the members of Council.

### **SECTION 11.25 - NON-PARTICIPATION**

No Board member shall participate in the process of decision, approval, disapproval, or recommendation regarding any matter before the Board in which he/she, a family member, or any business associate has an interest.

## **ARTICLE XII FINANCES AND TAXATION**

### **SECTION 12.1 - FISCAL YEAR**

The fiscal year of this Municipality shall be January 1 to December 31.

### **SECTION 12.2 – GENERAL PROVISIONS**

The laws of the State of Ohio relating generally to budgets, appropriations, deposits, expenditures, debts, bonds, and other fiscal matters of the Municipality shall be applicable to the Municipality except as modified by or necessarily inconsistent with the provisions of this Charter and except when provision therefore is made in the Constitution of the State of Ohio. Separate books of account shall be maintained for each Municipally-owned utility.

### **SECTION 12.3 - LIMITATION ON RATE OF TAXATION**

The power of Council to levy taxes shall be subject only to the limitations now or hereafter provided by the Constitution and the general laws of the State of Ohio and nothing contained in this Charter shall be construed as authorizing the levy of any taxes in excess of such limitation without a vote of the people and specifically no tax on income in excess of one percent (1%) shall be effective until same shall be approved by a favorable vote of the electors.

## **ARTICLE XIII FRANCHISES**

### **SECTION 13.1 – GENERAL PROVISIONS**

The Council may by ordinance grant franchises to any person, firm or corporation to construct or operate a public utility on, under, across, over or above any public street or real estate within the Municipality for a period not in excess of twenty-five (25) years; and Council may prescribe in such ordinance the kind or quality of the service or product to be furnished, the rate or rates to be charged therefore, and such other terms as it shall deem conducive to the public interest. Such franchise may be amended or renewed in the manner and subject to the provisions established herein for original grants. All of such grants, amendments and renewals shall be made subject to the continuing right of Council to provide reasonable regulations for the operation of such utilities with reference to such streets and public real estate, including the right to require such reconstruction, relocation, alteration or removal of structures and

equipment in such streets or public grounds as shall, in the opinion of Council, be necessary in the public interest.

## **ARTICLE XIV NOMINATIONS AND ELECTIONS**

### **SECTION 14.1 – TIME OF HOLDING ELECTIONS**

Regular municipal elections shall be held on the first Tuesday after the first Monday of November of each odd-numbered year commencing with the year 2011. Such other elections shall be held as may be required by law, or authorized by ordinances or resolutions or this Charter. Any matter which, by the terms of this Charter, may be submitted to the electors at a special election, may be submitted at the time of a primary or general election.

### **SECTION 14.2 – NOMINATIONS AND ELECTIONS**

Nominations for elective offices of the Municipality shall be made in the manner prescribed by the general laws of the State of Ohio.

## **ARTICLE XV INITIATIVE AND REFEREDUM**

### **SECTION 15.1 – GENERAL PROVISIONS**

Ordinances and resolutions may be proposed by initiative petition and adopted by election, and ordinances and resolutions adopted by Council shall be subject to referendum to the extent and in the manner now or hereafter provided by the Constitution and general laws of the State of Ohio. Initiative and referendum petitions shall be filed with the Fiscal Officer.

## **ARTICLE XVI RECALL**

### **SECTION 16.1 – GENERAL PROVISIONS**

The electors shall have the power to remove from office by a recall election any elected officer of the Municipality.

### **SECTION 16.2 – RECALL PETITION**

If an elected officer shall have served for one year of a term, a petition demanding removal may be filed with the Fiscal Officer who shall note thereon the name and address of the person filing the petition and the date of such filing. Such petition shall be signed by at least that number of electors which equals twenty-five percent (25%) of the number of electors who voted for Governor of Ohio at the most recent

general election for the office of Governor of Ohio in the Municipality. Within ten days after the day on which such petition shall have been filed, the Fiscal Officer shall determine whether or not it meets the requirements hereof. If the Fiscal Officer shall find the petition insufficient, he or she shall promptly certify the particulars in which the petition is defective, deliver a copy of the certificate to the person who filed the petition, and make a record of such delivery. Such persons shall be allowed a period of twenty days after the day on which such delivery was made in which to make the petition sufficient. If the Fiscal Officer shall find the petition sufficient, he or she shall promptly so certify to the Council, deliver a copy of such certificate to the officer whose removal is sought, and shall make a record of such delivery.

### **SECTION 16.3 – RECALL ELECTION**

If such officer shall not resign within five (5) days after the day on which such delivery of certificate by the Fiscal Officer shall have been made, the Council shall thereupon fix a day for holding a special recall election, not less than thirty nor more than forty-five days after the date of such delivery. At such recall election, this question shall be placed on the ballot: "Shall (naming of officer) be removed from office as (naming the office) of the Village/City of Madison?" with provision on the ballot for voting affirmatively or negatively on such question. If a majority of the votes cast at such election shall be voted negatively, such officer shall remain in office. If a majority of the votes cast shall be voted affirmatively, such officer shall be considered removed, the office shall be deemed vacant, and such vacancy shall be filled as provided in this Charter. The officer removed by such recall election shall not be eligible for appointment to the vacancy created thereby.

## **ARTICLE XVII AMENDMENTS TO THE CHARTER**

### **SECTION 17.1 – PROCEDURE**

The Charter may be amended in the manner provided by Article XVIII of this Charter and as set forth in the Constitution of the State of Ohio, by the submission of proposed amendments to the electors of the Municipality.

If any such amendment is approved by a majority of the electors voting thereon, it shall become a part of this Charter, except that if two or more inconsistent proposed amendments on the same subject shall be submitted at the same election, only the one of such amendments receiving the highest number of affirmative votes, not less than a majority, shall become a part of this Charter.

## **ARTICLE XVIII CHARTER REVIEW COMMISSON**

## **SECTION 18.1 – COMPOSITION**

In January 2015, and not less than once every five (5) years thereafter, there shall be a Charter Review Commission, which Commission shall consist of seven (7) electors appointed by the Mayor with the approval of Council, none of whom shall hold elective or paid public office in the Municipality. The Commission shall serve until the next succeeding general election.

## **SECTION 18.2 – DUTIES AND RESPONSIBILITIES**

The Commission shall determine its own rules of order and shall be responsible for reviewing the Charter. The Commission shall consider the recommendation of any officer or employee, board or commission of the Municipality, for changes, hold public hearings to consider the recommendations of electors for changes in the Charter, make such investigation as it deems necessary, and draft and submit to Council, not later than July 1st following its appointment, such amendments to the Charter as are desirable in the judgment of the Commission. Upon receipt of such amendments, Council shall forthwith submit them without alteration to the electors at the next succeeding November election in the manner prescribed by the Constitution of the State of Ohio.

# **ARTICLE XIX GENERAL CHARTER PROVISIONS**

## **SECTION 19.1 - EFFECTIVE DATE OF CHARTER**

The provisions of this Charter shall become effective January 1, 2010. All existing elected officials shall continue in office until their present terms expire or a vacancy occurs.

## **SECTION 19.2 - EFFECTIVE DATE OF AMENDMENTS**

All amendments to this Charter shall become effective on January 1 of the year following the election at which such amendments are adopted pursuant to law, unless the amendments themselves call for a different effective date, in which event the specific effective date called for shall be binding.

## **SECTION 19.3 – CONTINUANCE OF PRESENT EMPLOYEES**

Every employee of the Municipality on December 31, 2009, shall continue in such employment and thereafter be subject in all respects to the provisions of this Charter.

#### **SECTION 19.4 - EFFECT OF CHARTER ON EXISTING LAWS AND RIGHTS**

The adoption of this Charter shall not affect any pre-existing rights of the Municipality, nor any right or liability, pending suit or prosecution, either on behalf of or against the Municipality or any officer or employee thereof, nor any franchise granted by the Municipality, nor pending proceedings for the authorization of public improvements or the levy of assessments therefore, if any, except as a contrary intent appears herein. All the acts of the Council of the Municipality shall continue in effect until lawfully amended or repealed.

#### **SECTION 19.5 - SALARIES, COMPENSATION AND BONDS**

The Council shall have the power to fix the salaries of its members and the Mayor, and to establish such bonds of employees whether elected or appointed as in the opinion of the Council are necessary for the faithful discharge of their duties. The premium of any bond required by the Council shall be paid by the Municipality. The salary of an elected officer shall not be increased during such officer's term of office, nor decreased during such term except with the consent of the officer involved. If the office is elective, the salary shall be fixed at least thirty days prior to the last date for filing of nominating petitions.

#### **SECTION 19.6 - CONFLICT OF INTEREST**

No member of Council or any officer or employee of the Municipality shall have any financial interest, direct or indirect, in any contract with or sale to the Municipality of any materials, supplies or services, or any land or interest in land. Any such person violating the provisions hereof shall forfeit his office and any such contract will be voided at the option of Council.

#### **SECTION 19.7 - EFFECT OF PARTIAL INVALIDITY**

A determination that any part of this Charter is invalid shall not invalidate or impair the force or effect of any other part thereof, except to the extent that such other part is wholly dependent for its operation upon the part declared invalid.

#### **SECTION 19.8 - INTERPRETATION**

The article and section headings herein have been inserted for convenience in reference and are not intended to define or limit the scope of, or otherwise affect, any provision of this Charter.

Whenever the Charter requires the affirmative vote of a stated fraction of the Council, multiplicand shall be seven (7) from 1/1/2015 through 12/31/2015 and six (6) from 1/1/2016 through 12/31/2017 reduced by the number of vacancies



then existing in the Council. Commencing 1/1/2018 whenever the Charter requires the affirmative vote of a stated fraction of the council, the multiplicand shall be five (5) reduced by the number of vacancies then existing in the council.

The period of residence in the Municipality required by this Charter as a qualification for elective office shall include the period of residence in any territory which has been annexed to the Municipality. *(Amended 05-06-2014)*