

ARTICLE IX ADMINISTRATIVE DEPARTMENTS

SECTION 9.01 CREATION OF DEPARTMENTS.

For the purpose of implementing the functions of the Municipality, Council may establish such departments, divisions, and/or bureaus as it deems necessary and distribute among them the work of the departments of the Municipality as provided in this Charter and as provided by the Mayor and Council.

In addition to the administrative offices and departments specifically established and created under this Charter, the administrative offices, departments, divisions, bureaus, and other sub-units existing under the law of Ohio and ordinances and resolutions of the Municipality on the effective date of this Charter shall continue, with their existing powers and duties, until they are abolished, merged, combined or otherwise altered or reorganized by Council.

SECTION 9.02 POLICE PROTECTION.

The Mayor and Council shall provide for police protection adequate to the needs of the Municipality to be administered by the Mayor in accordance with the directives of Council and, in areas where the Mayor and Council have not acted, in accordance with general laws of Ohio.

SECTION 9.03 FIRE AND EMS PROTECTION.

The Mayor and Council shall provide for Fire and EMS protection adequate to the needs of the Municipality to be administered by the Mayor in accordance with the directives of Council and, in areas where the Mayor and Council have not acted, in accordance with general laws of Ohio.

SECTION 9.04 DEPARTMENT HEADS.

Until such time as a department head is appointed, all departments, except Police, Fire and EMS, Fiscal Officer, and Solicitor shall be headed by the Administrator unless provided otherwise by the Mayor and Council.

SECTION 9.06 SOLICITOR.

The Solicitor shall be admitted to the practice of law in the State of Ohio. The Solicitor shall be legal advisor, attorney and counsel for the Municipality, and for all offices, departments, divisions, boards, commissions and bodies of the Municipality in connection with Municipal affairs; and subject to the direction of the Mayor and Council. The Solicitor shall represent the Municipality in all proceedings in Court or before any administrative body. Council may retain special or assistant counsel to represent the Municipality as may be required or necessary. The Solicitor shall perform other duties consistent with the office, or as may be required by this Charter, ordinance or resolution of the Council, or by the laws of the State of Ohio not inconsistent with this Charter.

SECTION 9.08 ADMINISTRATIVE CODE.

Subject to the provisions of this Charter, and after consultation with the Administrator, Council shall adopt by ordinance an administrative code which shall provide in detail the

organization of the municipal government, define the powers and duties of each organizational unit, and determine the administrative procedures to be followed. Council may delegate by ordinance to the Administrator and the Administrator to the Department Heads power to develop procedures and implement management practices consistent with the administrative code. Amendments to and revisions of the administrative code shall be made by the Council only after consultation with the Administrator. Where the administrative code is silent, the officers and employees of the municipality shall have and may exercise all powers and duties provided for similar officers and employees by State law.