

164.01 ESTABLISHMENT.

There is hereby established, in and for the City of Sheffield Lake, Ohio, a Municipal Records Commission which shall be composed of the Mayor and/or the Mayor's appointed representative as Chairman, the Chief Fiscal Officer of the City, the Chief Legal Officer of the City, and a member of Council to be appointed by the President of Council. The Clerk of Council shall serve as the Secretary of the City Records Commission. The Commission may employ but need not employ an Archivist to serve under its direction. The Commission shall meet at least once every six months and also shall meet upon the call of its Chairman.

(Ord. 40-96. Passed 5-14-96.)

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