



Process to Appoint New Council Member

Documents must be submitted the Thursday prior to the Council Meeting to the Village Fiscal Officer, at the Village Hall 109 Harrison Street, Galena, Ohio 43021.

Eligibility

Candidates must reside within the incorporated limits of the Village of Galena and must have lived within the incorporated limits for one year prior to being appointed.

Village of Galena Council is comprised of six members who are responsible for governing legislative and executive functions of the village. Council

Council Responsibilities and Compensation members serve on a part time basis and meet their responsibilities through monthly meetings and various committee assignments.

Council members are compensated at the rate of \$50.00 per month paid annually.

Application Submission

Interested Residents of the Village of Galena must submit the following documents:

- Completed Candidate Application Form
- Candidate Questionnaire Form
- Resume

The Candidate Application and Candidate Questionnaire are available at www.galenaohio.gov or at the Village Hall at 109 Harrison Street, Galena, Ohio 43021.

All candidate documents are public record and candidate names will be announced at the Council Meeting.

Interviews

Based on the number of candidates, Council will review all documents prior to the Council Meeting. Public Interviews will take place during the Council meeting in a round table format by each Council member. Resident questions will be allowed, and it is recommended that those questions be submitted in advance of the Council meeting.

The Council members will act by roll call vote to determine the new Council member. Public or Private votes will be at the discretion of Council. Executive session may take place for further conversation if necessary.

Although it is the goal of the Council to select a new appointment within the 30-day period from the point of resignation, an unresolved appointment will be submitted to the mayor for appointment within 3 days per the Ohio Revised Code.

Length of Appointment

The appointed Council member will fulfill the unexpired term.