

ORDINANCE 2021-22

TO PROVIDE FOR COMPENSATION ADJUSTMENT FOR THE UTILITY BILLING CLERK POSITION AND TO DECLARE AN EMERGENCY

WHEREAS, Council has approved the change in duties of the Utility Billing Clerk; and

WHEREAS, Council has approved the hiring of a new employee to train and take over the Utility Billing Clerk beginning in 2022; and

WHEREAS, Council has determined that the prior Compensation Ordinance is inconsistent with these changes;

NOW THEREFORE, be it ordained by the Council of the Village of Centerburg as follows:

Section 1: That Ordinance 2021-01 Section 1A be amended to read as follows:

- A. The Payroll & Utility Billing Clerk (also known as the Utility Billing Clerk) shall be paid on an hourly basis for performing the Village’s sewer billing functions and payroll as a part-time employee. The Payroll & Utility Billing Clerk’s wage for 2020 was \$20.71 per hour. For 2021, the hourly pay range for the Payroll & Utility Billing Clerk shall be between the rate of \$16.00/hour and \$21.33/hour, payable bi-weekly. The Payroll & Utility Billing Clerk’s hourly pay rate for 2021 shall be determined by the Fiscal Officer in conformance with the approved budget and certified by the Fiscal Officer and Village Administrator before December 31, 2020 on Exhibit A attached hereto.

Section 2: That this Ordinance is declared to be an emergency arising from the necessity of allowing for hiring a replacement Utility Billing Clerk to ensure the Village has a smooth transition between personnel.

WHEREFORE, this Ordinance shall take effect and be in force from and after its passage and approval by the Mayor on the earliest date allowed by law.

DATE PASSED 11/01/2021

Signature on file

PRESIDENT OF COUNCIL

ATTEST Signature on file
CLERK OF COUNCIL

APPROVED AS TO FORM:

Signature on file
LEGAL COUNSEL

Signature on file
MAYOR

DATE APPROVED 11/01/2021

I hereby certify that the ordinance or a summary of the ordinance was published once a week for two consecutive weeks on 11/03, 2021 and 11/10, 2021 in the *Mount Vernon News* in conformance with the Ohio Revised Code.

Signature on file
FISCAL OFFICER