

SPONSOR: Biggs / G. Peters

ORDINANCE NO. 28-21

AN ORDINANCE REPEALING AND AMENDING ORD. 18-08 TO IDENTIFY THE DUTIES OF THE COUNCIL CLERK AND TO SET SALARY AND RATE OF PAY AND DECLARING AN EMERGENCY.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF JACKSON, STATE OF OHIO, as follows:

WHEREAS, the duties and compensation for the Council Clerk have changed since Ord. 18-08 established the salary and duties for said position; and

WHEREAS, it is required that Ord. 18-08 be repealed and amended as set forth below.

NOW BE IT ORDAINED BY THIS LEGISLATIVE AUTHORITY THAT ORD. 18-08 IS HEREBY REPEALED AND AMENDED TO BE AS FOLLOWS AND DECLARING AN EMERGENCY:

Section One. The duties and salary for the position of City Council Clerk for the calendar year 2021 and each year thereafter shall be as follows:

The duties of the Council Clerk shall be: to keep the records of this legislative authority pursuant to R.C. section 705.01; to attend council and committee meetings, making a record of such meetings and distributing the documents prior to each meeting as required; to cause publication of notices, ordinance and resolutions as required; to receive and distribute correspondence to Council; and any other extra duties as approved by the City Council President.

The Council Clerk shall receive a monthly salary of \$350.00 for the first 15 hours of service per month and \$15.00 per hour for all service thereafter each month, to be effective beginning January 1, 2021.

Section Two. The City Council President shall authorize and approve all time required to be performed by the Council Clerk. The City Council President shall approve all time

sheets submitted by the Council Clerk for services associated with the position of Council Clerk before any payments shall be made by the City Auditor.

Section Three. This Ordinance is hereby declared to be an emergency Ordinance, necessary for the immediate preservation of the public peace, health or safety of the City of Jackson, in that it is necessary to authorize this action as soon as possible so that the Council Clerk can continue to perform his/her duties and that payment may be made in a timely manner. Therefore, this Ordinance shall go into effect upon passage and approval by the Mayor, as provided in Ohio Revised Code Section 731.30.

Section Four. In the event this Ordinance receives a majority vote for passage but fails to receive the required number of votes to pass as an emergency, then this Ordinance shall be deemed to have passed but with no emergency clause and shall take effect at the earliest time permitted by law.

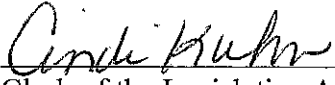
It is hereby found and determined that all formal actions of this Council concerning and relating to adoption of this ordinance were adopted in an open meeting of this Council and the deliberations of this Council and any of its committees that resulted in such formal action were in a meeting open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

PASSED AND ADOPTED by the Legislative Authority of the Political Subdivision on this 12 day of April, 2021.



President of Council

ATTEST:



Clerk of the Legislative Authority
Approved this 12 day of April 2021.



Mayor