

ORDINANCE 21-11-02

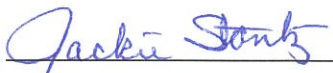
AN ORDINANCE TO SET THE WAGES AND CREATE A POSITION FOR VILLAGE BILLING CLERK AND DECLARING AN EMERGENCY

WHEREAS, the council of the Village of Sherwood deems it necessary to have an ordinance creating a new billing clerk position and setting wages for said position.


NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL, of the Village of Sherwood, Sate of Ohio, as follows:

- SECTION 1: The pay for billing clerk shall start at \$12.50 per hour worked.
- SECTION 2: The pay for billing clerk shall increase by \$.50 to \$13.00 after 90-day probationary period.
- SECTION 3: This position will receive sick leave (4.6 hours for every 80 hours worked).
- SECTION 4: Six paid holidays (New Year's Day, Memorial Day, 4th of July, Labor Day, Thanksgiving Day and Christmas Day).
- SECTION 5: Overtime pay for anything hours worked after normal working hours (1.5 times normal hourly rate or comp time credit of 1.5 hours for each hour worked)
- SECTION 6: This position will have the work hours of 7:45 AM – 4:15 PM Mondays, Wednesdays, and Fridays.
- SECTION 7: Attendance at council meetings once a month and any special meetings to be scheduled will be required for this position.
- SECTION 8: This position will start Monday, December 6, 2021.
- SECTION 9: The benefits and rights required by law will also be included.
- SECTION 10: This Ordinance shall be declared an emergency and be in full force and effect from and after the earliest period allowed by law.

Passed: Nov. 15, 2021



Jack Stantz, Mayor



Dawn Buskirk, Fiscal Officer