

**ORDINANCE NO. 11-2023**

**AN ORDINANCE SETTING WAGE RATES FOR THE BILLING/RECORDS CLERK AND DECLARING AN EMERGENCY**

**WHEREAS**, the Village of Marblehead last authorized employee pay rates for the Billing/Records Clerk with Ordinance No. 6-2023; and

**WHEREAS**, the Marblehead Village Council voted at its regular meeting September 13, 2023 to amend the personnel policies and procedures to define full-time employees as those regularly working 32-40 hours per week; and

**WHEREAS**, the Marblehead Village Council voted at its regular meeting September 13, 2023 to make the Billing/Records Clerk a full-time position effective October 9, 2023; and

**WHEREAS**, the Finance Committee determined there are sufficient funds to provide for a full-time Billing/Records Clerk.

**THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE VILLAGE OF MARBLEHEAD, OTTAWA COUNTY, OHIO:**

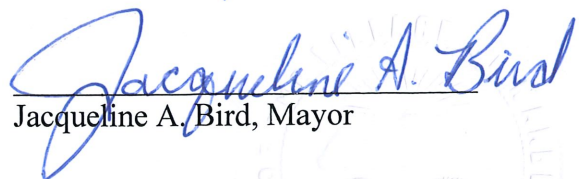
SECTION 1. That there be a full-time, 32 hour per week position of Billing/Records Clerk paid a rate of \$20.11 per hour.

SECTION 2. That the Billing/Record Clerk's wages shall be apportioned between the General Fund (40%) and the Water Revenue Fund (60%) each pay period.

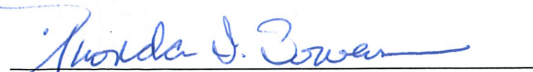
SECTION 3. That Ordinance No. 6-2023 is hereby repealed.

SECTION 4. This Ordinance is hereby declared an emergency measure for the immediate preservation of the public peace, health, and safety of the Village of Marblehead, and to put the rates into effect with the pay period which begins October 9, 2023, this ordinance shall go into immediate effect.

Approved Sept. 27, 2023

  
Jacqueline A. Bird, Mayor

Attest:

  
Rhonda I. Sowers, Fiscal Officer

Dated: Sept. 27, 2023