

## RECORD OF ORDINANCES

BEAR GRAPHICS 800-325-8094 FORM NO. 30043

Ordinance No. 2021-12Passed May 13, 2021**AN ORDINANCE ESTABLISHING THE POSITION OF ASSISTANT VILLAGE ADMINISTRATOR AS AN EMERGENCY MEASURE**

**WHEREAS** the Village of Sabina's Village Administrator is in need of an employee to assist in the duties and responsibilities of the Village Administrator;

**WHEREAS** the duties of Village Administrator are necessary to the Village;

**WHEREAS** the Village seeks to create a position of temporary status to ensure all necessary items of business are completed;

**NOW, THEREFORE, BE IT ORDAINED** by the Council of the Village of Sabina, Clinton County, Ohio three-fourths or more of the members of the council elected thereto concurring that:

**Section 1:** The Assistant Village Administrator (henceforth Asst. VA) shall be a temporary position lasting for a period of six months (or half the number of pay periods in the year in which the position is filled).

**Section 2:** Shall be filled at the request of the Village Administrator and subject to approval by council.

**Section 3:** The duties and responsibilities of the Asst. VA include any and/or all duties of the Village Administrator that are legally able to be carried out by the Asst. VA

**Section 4:** It shall be required that the Asst. VA position be filled by a current employee of the Village of Sabina from either the Street, Water, Wastewater Departments, or employed under the Village Administrator.


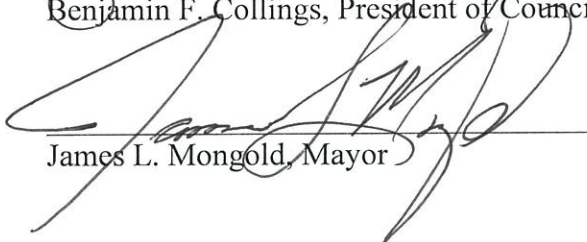
**Section 5:** The pay for the Asst. VA position shall be \$175 per pay period.

**Section 5:** This is Emergency Ordinance, necessary for the immediate preservation of public peace, health, and safety of the and shall go into effect immediately upon passage.

Attest:

  
Nancy L. Cornell, Fiscal Officer

Approved By:

  
Benjamin F. Collings, President of Council  
James L. Mongold, Mayor