

# RECORD OF ORDINANCES

GOVERNMENT FORMS & SUPPLIES 844-224-3338 FOBM NO. 30043

Ordinance No. 2024-10

Passed June 17, 2024

## VILLAGE OF WESTON, WOOD COUNTY, OHIO ORDINANCE NO. 2024-10

### ORDINANCE COMBINING OFFICIAL DUTIES OF THE VILLAGE ADMINISTRATOR AND CEMETERY SEXTON. ESTABLISHING SALARY FOR THE VILLAGE ADMINISTRATOR

**WHEREAS**, the Village of Weston is a statutory village located in Wood County, Ohio, and

**WHEREAS**, the Village of Weston has powers of local self-government pursuant to Ohio Constitution Article XVIII, Section 3, and

**WHEREAS**, the Council of the Village of Weston has created full-time, part-time and salaried positions within the Village, including Village Administrator, Fiscal Officer/Clerk, Cemetery Sexton, Maintenance Technician(s), and Cemetery Maintenance employee(s), and established wage rates therefore, most recently in 2022, and

**WHEREAS**, the Council of the Village desires to combine the duties of the current Village Administrator with the duties of the Cemetery Sexton, establish a salary for the combined position, and determine funds from which such salary is to be paid.

**NOW, THEREFORE, BE IT ORDAINED**, by the Council of the Village of Weston, Wood County, Ohio, that:

**Section 1:** No employee of the Village shall be paid less than Ohio's minimum wage.

**Section 2:** The duties of the current Village Administrator, as those duties are set forth in the Village Employee Handbook and the Ohio Revised Code, shall be combined with the duties of Village Cemetery Sexton, as those duties are set forth in the Village Employee Handbook and the Ohio Revised Code, and all such duties shall be performed by the Village Administrator beginning the effective date of this Ordinance.

**Section 3:** The duties of the Village Administrator shall not include maintenance of Cemetery records, which shall remain the sole responsibility of the Cemetery Clerk. The Cemetery Board of Trustees has implemented a \$100 cemetery operating budget per month, allowing any unused total to roll over, with the exception of fuel.

**Section 4.** Beginning the effective date of this Ordinance, the Village Administrator shall be paid an annual salary of \$63,000, paid in bi-weekly installments, provided the Village Administrator continues to perform the duties of the positions of Village Administrator and Cemetery Sexton. The Village Administrator salary shall be paid from the General Fund (45%), the Streets Fund (45%), and the Cemetery Fund (10%). The aforesaid notwithstanding, at no time shall the portion of the Village Administrator salary paid from the Cemetery Fund exceed \$8,000, unless subsequent amendments to the wage and salary ordinance are approved by Council.


**Section 5.** A lump sum payment equivalent to \$307.69 per pay period, beginning from May 6, 2024, until the effective date of this ordinance, shall be paid out for cemetery sexton duties from the Cemetery Fund.

**Section 6.** All ordinances, policies, provisions, and conditions amended hereby or inconsistent with this ordinance are hereby repealed.

**Section 7:** It is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this Ordinance were adopted in an open meeting of this Council and that all deliberations of this Council and of any other committees that results in such formal action were in meetings open to the public in compliance with all legal requirements including Section 121.22 of the Revised Code of Ohio.

Vote on Passage: 4 Yeas 0 Nays 0 Abstentions

Passed this 17<sup>th</sup> day of June, 2024

  
President of Council

  
Mayor

ATTEST:

  
Fiscal Officer

#### CERTIFICATION

I HEREBY CERTIFY THIS TO BE A TRUE AND ACCURATE COPY OF THE VILLAGE OF WESTON ORDINANCE NUMBER 2024-10 AND THAT THERE IS NO NEWSPAPER PUBLISHED IN THE VILLAGE OF WESTON, AND THAT PUBLICATION OF THIS ORDINANCE WAS MADE BY POSTING IT AT THE FIVE PUBLIC PLACES DESIGNATED BY ORDINANCE 2023-1 ON June 17, 2024.

  
CLERK, VILLAGE OF WESTON