

RECORD OF ORDINANCES

Ordinance No. 1-23-2017-1

Passed JANUARY 23 2017

**AN ORDINANCE AMENDING CHAPTER 240
(EMPLOYEE MANUAL OF PERSONNEL POLICIES AND REGULATIONS) OF
THE BALTIMORE CODIFIED ORDINANCES
AND THE DECLARATION OF AN EMERGENCY**

WHEREAS, the Village desires to amend its Employee Manual of Personnel Policies and Regulations in order to update the job description for the positions of Administrative Assistant and Water/Wastewater Administrative Assistant/Clerk of Courts; and,

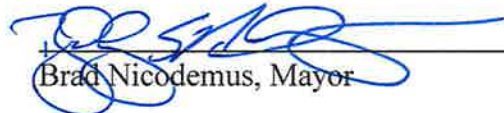
WHEREAS, Rules Committee has reviewed the updated amendments and recommends adoption of the same by the Village; and,

WHEREAS, due to the current vacancy in some of these positions and the need to fill these positions in a timely and expedient fashion, this legislation needs to be approved on an emergency basis;

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL
OF THE VILLAGE OF BALTIMORE, FAIRFIELD COUNTY,
OHIO, THREE-FOURTH'S OF ITS MEMBERS CONCURRING:

SECTION 1: That Chapter 240 of the Baltimore Codified Ordinances is amended as follows: 1) adopting an amended job description for the position of Administrative Assistant; and 2) adopting an amended job description for the position of Water/Wastewater Administrative Assistant/Clerk of Courts. Copies of the amended job descriptions are attached hereto and incorporated herein.

SECTION 2: For the reasons noted in the preamble, this ordinance is declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety, morals, and welfare of the citizens of Baltimore, Ohio. Therefore, this ordinance shall become effective upon its passage by Council.


Brad Nicodemus, Mayor

DATE OF PASSAGE: 1-23-2017

EFFECTIVE DATE: 1-23-2017

ATTEST: 
Kathryn E. Jenkins, Fiscal Officer

SPONSOR: **KELLER**

APPROVED AS TO FORM: 
Jeffrey Feyko, Village Solicitor