

VILLAGE OF CARROLLTON, OHIO
ORDINANCE NO: 2020-03

**AN ORDINANCE APPROVING AND INCORPORATING THE VILLAGE
OF CARROLLTON POLICY AND PROCEDURE MANUAL AND
REPEALING ANY POLICY AND PROCEDURE MANUALS
ADOPTED PRIOR TO THIS DATE,
AND DECLARING IT AN EMERGENCY**

WHEREAS, the Council of the Village of Carrollton, Ohio has consulted with Clemans, Nelson & Associates, Inc., a consulting firm, to aid in drafting updates to the Policy and Procedure Manual for employees of the Village of Carrollton, Ohio; and:

WHEREAS, said Council desires that the updated Manual be effective retroactively to January 1, 2020 in that passage of the Ordinance will promote a system of equitable policy and treatment among officials and employees of the Village of Carrollton, Ohio.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL FOR THE VILLAGE OF CARROLLTON, OHIO THAT:

SECTION 1: The updated Village of Carrollton Policy and Procedure Manual is hereby approved and shall become effective retroactively on January 1, 2020. A copy of said Manual is attached hereto and incorporated herein as if fully rewritten.

SECTION 2: The updated Village of Carrollton Policy and Procedure Manual approved herein shall supercede any and all provisions of the Ohio Revised Code which may lawfully be so superceded and shall supercede all prior ordinances, agreements and/or customs and practices whether formal, informal, written or verbal with regard to any and all matter addressed by said Manual, with the exception of Ordinance 1992-22, Section Eight, which shall remain in effect.

SECTION 3: Any Village of Carrollton Policy and Procedure Manual adopted prior to the effective date of this Ordinance is hereby repealed.

SECTION 4: The Mayor is hereby authorized and directed to make any and all adjustments to any employment contracts and/or agreements retroactively to January 1, 2020 which may be necessary in order to comply with the terms and provisions of the updated Village of Carrollton Policy and Procedure Manual.

SECTION 5: No exceptions shall be made to the terms and provisions of the updated Village of Carrollton Policy and Procedure Manual unless specifically made by Ordinance.

SECTION 6: This ordinance is declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety and welfare of the employees and residents of the Village of Carrollton to ensure compliance with the Ohio Revised Code and to ensure the continued efficient and equitable operation of the Village, and shall become effective at the earliest date allowed by law.

PASSED this 13th day of January, 2020.

| | | |
|---------|-------------------------------|-----------------------------|
| Attest: | <u>/s/ Darla Tipton</u> | <u>William J. Stoneman</u> |
| | Darla Tipton, Clerk-Treasurer | Mayor - William J. Stoneman |
| | Village of Carrollton, Ohio | Village of Carrollton, Ohio |

This Instrument Prepared by:
Clark E. Battista,
Village Solicitor
80 Second St. SW
Village of Carrollton, Ohio
Carrollton, OH 44615

Published on the Village of Carrollton website from Jan. 15, 2020
thru Dec. 31, 2020.