

**VILLAGE OF SOUTH LEBANON, OHIO**  
**ORDINANCE NO. 2021-3**

**AN ORDINANCE SETTING RATES OF COMPENSATION OF FULL-TIME  
EMPLOYEES OF THE VILLAGE OF SOUTH LEBANON AND RECLASSIFYING  
PHIL KAUFMAN TO LEAD OPERATOR, AND DECLARING AN EMERGENCY**

**WHEREAS**, in accordance with Ohio Rev. Code § 731.13, the legislative authority of a village shall fix the compensation and bonds of all officers, clerks, and employees of the village except as otherwise provided by law; and,

**WHEREAS**, per Ordinance No. 2020-24, the Village Council adopted a revised Personnel Policy Manual, job descriptions and compensation plan; and,

**WHEREAS**, upon review of the adopted job descriptions and the duties actually performed, it is the recommendation of the Administrator that Phil Kaufman be reclassified from Water Specialist to Lead Operator; and,

**WHEREAS**, said reclassification will result in a change in pay grade for Phil Kaufman from Pay Grade 4 to Pay Grade 5; and,

**WHEREAS**, the Mayor is recommending an increase of three (3) percent to the rate of compensation of the Village's full-time employees who are currently within the pay range for their respective job classification, per Ordinance No. 2020-24; and,

**WHEREAS**, for employees whose current rate of compensation is above the pay range for their job classification, the Mayor is recommending a lump sum payment of three (3) percent of their annual base pay; and,

**WHEREAS**, for any employee(s) who would reach the maximum rate for their respective pay grade with the three (3) percent increase, the hourly rate will be increased to the maximum for the pay grade with the difference being paid in a lump sum payment; and,

**WHEREAS**, it is the recommendation of the Mayor and Administrator that the rate of pay for Amy Butler and Nicole Armstrong be increased additionally beyond the three (3) percent listed above to equitably compensate them for their job duties and performance; and

**WHEREAS**, immediate action is required to compensate the Village employees per the revised pay rate schedule beginning with the pay period commencing on February 22, 2021, and such action is necessary in order to preserve the public peace, health, safety or welfare of the Village.

**NOW, THEREFORE, BE IT ORDAINED**, by the Council of the Village of South Lebanon, Ohio, at least a majority of all members elected thereto concurring:

**Section 1.** The rate of compensation of the full-time employees of the Village of South Lebanon, beginning with the payroll period beginning February 22, 2021, shall be as follows:

**HOURLY EMPLOYEES:**

Tony Ledford	Foreman	\$ 28.67
Chris Batchelder	Maintenance Worker	\$ 23.89
Phil Kaufman	Lead Operator	\$ 25.96
Don Justison	Maintenance Worker	\$ 22.89
Michele Sizemore	Tax Administrator	\$ 22.28
Amy Butler	Utilities Clerk	\$ 19.00
Deanne Haltman	Clerk of Court	\$18.03
Richard Earl	Tax Assistant	\$19.36
Rodney Wheelen	Maintenance Worker	\$21.86

**SALARIED EMPLOYEES:**

Jerry Haddix	Village Administrator	\$ 92,881.07
Nicole Armstrong	Fiscal Officer	\$ 72,000.00

**Section 2.** That the following employees will receive a lump sum payment to be included with their pay for the payroll period beginning on February 22, 2021, due to being at the maximum level of the pay scale for their job classification:

Tony Ledford	Foreman	\$1,789.01
Chris Batchelder	Maintenance Worker	\$1,490.74
Don Justison	Maintenance Worker	\$374.40

**Section 3.** That Section 1 of Ordinance #2019-9, which set the rates of compensation for Village employees, is hereby amended accordingly.

**Section 4.** That the recitals contained within the Whereas Clauses set forth above are incorporated by reference herein.



**Section 5.** That it is found and determined that all formal actions of the Council concerning and relating to the passage of this Ordinance were conducted in an open meeting of Council in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

**Section 6.** That this Ordinance is hereby declared to be an emergency measure in accordance with Ohio Rev. Code § 731.30 for the immediate preservation of the public peace, health, safety and general welfare; and, this Ordinance shall be in full force and effective immediately upon its passage.

Approved this 18<sup>th</sup> day of Feb, 2021.

Attest:

Nicole Armstrong  
Nicole Armstrong, Fiscal Officer

James D. Smith  
James D. Smith, Mayor

Rules Suspended:    /    /    (if applicable)

Effective Date –    /    /

Vote - 5 Yeas  
      \_\_\_ Nays

First Reading –    /    /    -

Effective Date –    /    /

Second Reading –    /    /

Third Reading –    /    /

Vote - \_\_\_ Yeas  
      \_\_\_ Nays

Prepared by and approved as to form:

ANDREW P. MEIER  
VILLAGE SOLICITOR  
SOUTH LEBANON, OHIO

By: [Signature]

Date: 2/18/2021