

Ordinance No. 2020-16

AN ORDINANCE CREATING A VILLAGE OF NEW HOLLAND EMPLOYEE HANDBOOK, APPROVING, ADOPTING, AND ENACTING THE HANDBOOK FOR THE MUNICIPALITY OF THE VILLAGE OF NEW HOLLAND, PICKAWAY COUNTY, OHIO

WHEREAS, To clarify job descriptions, roles, and responsibilities for Village employees and to ensure the fair and equal employment practices for all of its employees.

NOW THEREFORE, IS IT ORDANED BY THE COUNCIL OF THE VILLAGE OF NEW HOLLAND, OHIO, THAT:

SECTION 1: The Village of New Holland has a consistent and definite definitions for all employees.

SECTION 2: That the creation of the Village of New Holland Employee Handbook.

SECTION 3: One copy of the Village of New Holland Employee Handbook will be kept in the Village Administrators office for his/her personal use, one copy will be kept at the Wastewater Plant Office for the employees review, one, copy will be at the Water Treatment Plant, one copy will be kept in the Mayor’s Office, and one copy in its original form will be kept in the Village of New Holland Fiscal Officers Office.

SECTION 4: This Employees Handbook cover’s all aspects of job responsibilities. Any past practices on employment is hereby repealed.

SECTION 5: That this Ordinance repeals any other existing Ordinances or parts specifically in conflict, herewith of the Village of New Holland, Ohio, are hereby repealed.

SECTION 6. This Ordinance shall go into full force and effect upon passage by the Council of the Village of New Holland, Pickaway County, Ohio.

Motion to suspend the readings made by _____ and seconded by _____

Council Votes Recorded: Yea’s _____ Nay’s _____ Abstain _____

PASSED AND ADOPTED BY THE COUNCIL OF THE VILLAGE OF NEW HOLLAND, OHIO, ON THIS _____ day of _____, 2020.

Jackie Gullette Y / N / A _____

Troy Hupp Y / N / A _____

Danny Kirkpatrick Y / N / A _____

Greg Shaw Y / N / A _____

Jimmy Thompson Y / N / A _____

Upon roll call on the adoption of this Ordinance, the vote was as follows:

Council Votes Recorded: Yea _____ Nay _____ Abstain _____

ATTEST

VILLAGE OF NEW HOLLAND,
PICKAWAY COUNTY, OHIO

BY _____
Mayor

Fiscal Officer

I the under signed, Clerk of the Council of the Village of New Holland, Ohio, do hereby certify that publication of this Ordinance was duly made by posting of a summary thereof at five public places in said municipality, as determined by the Council, each for the period of fifteen days, commencing on the _____ day of _____, _____. A complete text of the Ordinance may be obtained or viewed at the office of the Fiscal Officer of Village of New Holland.

Clerk of the Council of the Village of New Holland,