**ORDINANCE NO. 8-2020**

**PROVIDING A TEMPORARY ASSISTANT TO THE CURRENT POLICE CLERK, AND DECLARING AN EMERGENCY**

**WHEREAS,** Jill Kessler served as Police Clerk for many years; and

**WHEREAS,** following Ms. Kessler’s resignation, the Council of the Village of Fairfax confirmed Carrie Minton as the Police Clerk beginning on November 11, 2019; and

**WHEREAS,** the Village of Fairfax holds Mayor’s Court in regular session twice per month; and

**WHEREAS,** given the volume and complexity of Mayor’s Court responsibilities required of the Police Clerk, including, but not limited to, the preparation, conduct, and aftermath of each court session and related paperwork and payment processing, it is appropriate to provide Ms. Minton with additional support for her transition to the position of Police Clerk; and

**WHEREAS,** it is, therefore, necessary and appropriate for Ms. Kessler to support Ms. Minton as a temporary assistant to the Police Clerk for a period of six months;

**NOW, THEREFORE, BE IT ORDAINED** by the Council of the Village of Fairfax, State of Ohio, that:

**SECTION I:** Jill Kessler shall serve as a temporary assistant to the Police Clerk for all regular Village of Fairfax Mayor’s Court sessions held from January 1, 2020 through June 30, 2020, not to exceed two sessions per month. Any such work performed before the effective date of this ordinance is hereby ratified and approved. Notwithstanding the foregoing anticipated dates of employment, the position of temporary assistant to the Police Clerk is an at-will position, held subject to the discretion of the Mayor in consultation with the Chief of Police. Ms. Kessler shall be compensated at the rate of one hundred dollars ($100.00) per Mayor’s Court session worked. The Chief of Police shall determine the hours Ms. Kessler works as a temporary assistant for each Mayor’s Court session, but such hours shall not exceed ten hours per session such that her effective hourly rate of pay falls below ten dollars ($10.00) per hour.

**SECTION II:** This ordinance is hereby declared to be an emergency measure necessary for the preservation of the public peace, health, safety, and general welfare and shall be effective immediately. The reason for said declaration of emergency is the immediate need to have a properly staffed police department at all times and operate the Village Mayor’s Court effectively and efficiently.

Passed this 21st day of January, 2020.

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Mayor

ATTEST:

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Fiscal Officer

**CERTIFICATE**

I hereby certify this to be a true and correct copy of Ordinance No. 8-2020, passed at a meeting of the Council of the Village of Fairfax on this 21st day of January, 2020.

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