

ORDINANCE NO. 7 - 89

AN ORDINANCE REQUIRING ALL NON ELECTED EMPLOYEES OF THE VILLAGE OF SPENCER TO MAINTAIN ACCURATE TIME SHEETS AND TO PRESENT SAME TO THE TREASURER PRIOR TO RECEIVING SALARY PAYMENT AND TO DECLARE AN EMERGENCY

WHEREAS, the State Auditor has advised the Village Clerk that all non elected employees must keep accurate time records on forms approved by the Village Clerk and must submit such time records to the Village Clerk prior to payment to such Village employees;

NOW THEREFORE, BE IT ORDAINED, by the Counsel of the Village of Spencer, Ohio, three-fourths (3/4) of its members concurring herein as follows:

1. All non elected Village of Spencer employees shall keep complete and accurate records of the dates and times each employee works on forms approved by and presented to the Village employees by the Village Clerk. No employee shall be paid for any time period for which such time sheet has not been presented to and approved by the Village Clerk. Such time sheets shall be completed and presented to the Village Clerk as the Clerk directs.

2. This Ordinance is hereby declared to be an emergency measure necessary for the preservation of the public peace, health, safety and welfare of the Village

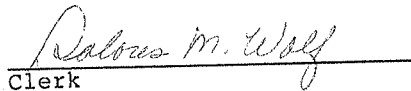
of Spencer, Ohio and for the particular reason that it is necessary to comply immediately with the direction of the State Auditor regarding time sheets of Village employees and it is further immediately necessary to ascertain that all Village employees are working the full amount of hours for which they have been hired, and that this Ordinance shall be in full force and effect from and after its passage.

PASSED: July 26, 1989

Mayor



ATTEST:

  
Clerk