

AMENDED ORDINANCE NO. 90 - 06

By: Mr. Lampke

An Ordinance to establish the intermittent position of Office Assistant; to establish the salary range, benefits, job responsibilities and qualifications for this position, ~~to appropriate \$6,000.00 from the unencumbered General Fund~~ and to declare an emergency.

Whereas, Ordinance No. 1-05 permitted the hiring of an "Office Assistant" to act as a floater filling positions during employee illnesses and absences; and,

Whereas, a job description and salary range was not established; and,

Whereas, money was not appropriated in the City Hall budget to cover the position. **NOW, THEREFORE,**

**BE IT ORDAINED BY THE COUNCIL OF THE CITY OF BEXLEY, OHIO:**

Section 1. That the intermittent position of Office Assistant is established with the job responsibilities and qualifications as provided for in the attached job description, with a salary range of \$10.00 - \$15.00 per hour, as determined by job responsibilities and benefits as provided for part-time employees.

~~Section 2. That the amount of \$6,000.00 is appropriated from the unencumbered General Fund for the purpose of paying for the position for the year 2006.~~

~~Section 3. That this Ordinance is an emergency ordinance necessary for the immediate preservation of the public health and safety, the emergency being the need to fill the position as soon as possible, and shall take effect upon its signing by the Mayor~~

Passed: 12-12-06, 2006

Helen MacMurray  
President of Council

Attest: [Signature]  
Clerk of Council

Approved: 12/12, 2006

[Signature]  
David H. Madison, Mayor

12-12-06 Amended Ordinance substituted at third reading. Passed