

RECORD OF ORDINANCES

Ordinance No. 03-12 2620 Passed 3-24- 2020

AN ORDINANCE AMENDING SECTION 131.04 OF THE CODIFIED ORDINANCES OF THE CITY OF CIRCLEVILLE ESTABLISHING THE COMPOSITION OF THE CITY OF CIRCLEVILLE DEPARTMENT OF PUBLIC SAFETY

WHEREAS, the City of Circleville is empowered by statute to establish the composition of the employees within the Department of Public Safety; and

WHEREAS, in order to improve the efficient and effective operation of said service it is necessary to amend Chapter 131.04 of the previously enacted Codified Ordinances; and

WHEREAS, the City of Circleville has determined a need to re-name the position of Safety Forces Secretary to Administrative Assistant based on the essential job responsibilities and duties of the position; and

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF CIRCLEVILLE, STATE OF OHIO AS FOLLOWS:

SECTION I: That Section 131.04 of the Codified Ordinances of the City of Circleville is hereby amended and the position of Safety Forces Secretary is now known as Administrative Assistant.

SECTION II: This position is a full time, classified, non-union position and shall be paid in accordance with the same pay schedule established for the position of Administrative Assistant in the City of Circleville Compensation Plan effective April 19, 2020.

SECTION III: That any ordinance or resolution in conflict with this ordinance is hereby repealed.

PASSED: 3-24-2020
DATE

David M. Crawford
PRESIDENT OF COUNCIL

ATTEST: Linda McChesney
CLERK OF COUNCIL

APPROVED: 5-25-2020
DATE

Richard R. McElroy
MAYOR

APPROVED AS TO FORM: Gary D. Kenworthy
GARY D. KENWORTHY, CITY LAW DIRECTOR

REVIEWED BY LAW DIRECTOR
AND APPROVED AS TO FORM