

**RESOLUTION NO. 2022-30**

**A RESOLUTION AMENDING THE JOB DESCRIPTION FOR THE POSITION  
OF THE JOINT SEWER PLANT OPERATOR AND DECLARING AN  
EMERGENCY.**

**WHEREAS**, this Council has determined that the position of the Joint Sewer Plant Operator shall be a full-time, hourly position; and

**WHEREAS**, the Joint Sewer Plant Operator job description must be revised in order to reflect these changes.

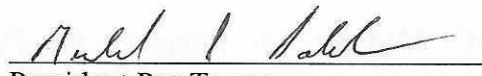
**NOW, THEREFORE, BE IT ORDAINED** by the Council of the Village of DeGraff, Logan County, Ohio and the Village of Quincy, Logan County, Ohio two-thirds or more of the members elected thereto concurring, that:

**SECTION 1:** The job description of the Joint Sewer Plant Operator for the Village of DeGraff and Village of Quincy is hereby adopted as set forth in "Exhibit A", attached hereto and incorporated herein by reference.


**SECTION 2:** It is hereby found that all formal actions of both Councils concerning and relating to the passage of this Resolution were adopted in an open meeting of the Councils, and that all deliberations of the Councils and of any of its committees/boards that resulted in such formal action were in meetings open to the public in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

**SECTION 3:** This Ordinance is hereby declared to be an emergency measure, in Order to establish revised guidelines relating to the position of the Joint Sewer Plant Operator at the earliest possible time, in light of the fact that a new Joint Sewer Plant Operator is being hired, and shall take effect immediately upon the affirmative vote of two-thirds of the members of the DeGraff Village Council, and to further ensure the health, safety, and morals of the Village of DeGraff.

  
Mayor

  
President Pro Tempore

I, Kassandra Staley, Fiscal Officer of the Village of DeGraff, Ohio do hereby certify that the foregoing is a true and correct copy of Resolution 22-30 Passed by Council of said Village on the 2 day of August, 2022

  
Fiscal Officer

**Village of DeGraff, Ohio**  
**ORDINANCE NO. 2022-29**

**“EXHIBIT A”**

**JOB DESCRIPTION**  
**POSITION:**  
**Joint Sewer Plant Operator**

**POSITION TITLE:** Joint Sewer Plant Operator

**HOURS AND RATE OF PAY:** The Joint Sewer Plant Operator is contemplated to be a full-time position of 40 hours per week. The Joint Sewer Plant Operator must work at a minimum 4 hours per day 5 days a week. However, additional hours may be required, and employee is required to be on-call 24 hours per day. Rate of pay shall be as follows:

Starting: Hourly rate shall be \$33.65 per hour. Periodically pay may be reconsidered within the limits set forth by the Village of DeGraff and Village of Quincy Joint Sewer Board

**TRANSFER OF SICK LEAVE:** The Village of DeGraff and the Village of Quincy find it in the best interest of the Sewage plant to only allow a Joint Sewer Plant Operator to transfer maximum 960 hours of earned sick leave from a previous worked municipality.

**OVERTIME:** The Joint Sewer Plant Operator is encouraged not to work overtime. If there comes a time where overtime is unavoidable the operator is encouraged to cut the hours in the week within the overtime was worked. If the operator is unable to cut overtime hours in the week it was earned comp time will be given for the hours.

In the event that Comp Time is earned it should be taken within 30 days of being earned. Comp time can be redeemed in hourly increments, up to 16 hours once every month.

**SUPERVISION:** The Joint Sewer Plant Operator shall be under the general supervision and control of the Joint Sewer Board, and shall have such other powers and duties as are prescribed by ordinance or by law and which are not inconsistent with the relevant laws of the State of Ohio.

**DISCLAIMER:** The foregoing Job Description does not constitute an Employment Contract. The position of Joint Sewer Plant Operator is “at will”, and the Joint Sewer Plant Operator serves at the pleasure of the Joint Sewer Board.

The requirements listed are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. This Job Description is intended to identify and illustrate the kinds of duties that may be assigned to an employee holding such a position and is not to be interpreted as describing all of the duties that may ever be required of such an

employee, or be used to limit the nature and extend of assignments such individuals may be given.

**BENEFITS:** As a full-time employee of the Village of DeGraff, the Joint Sewer Plant Operator is entitled to the benefits offered to the full-time employees of the Village.

I acknowledge that I have received, read, and understand the contents of this Job Description.

  
Signature

8-4-2022  
Date

Steven Coy  
Printed Name