

**ORDINANCE NO. 2025-85 AS AMENDED**

INTRODUCED BY MAYOR

**A PAY ORDINANCE AUTHORIZING THE EMPLOYMENT OF AN EMPLOYEE AND  
SETTING FORTH THE DUTIES AND COMPENSATION FOR THEIR POSITION AND  
DECLARING AN EMERGENCY**

**WHEREAS**, no individual shall become employed or be compensated in the Village of Oakwood without a pay ordinance; and,

**WHEREAS**, a pay ordinance shall have attached an exhibit for a job description of the employment position for which they shall be compensated that describes the following: the title of the position, employee name, the scheduled work days and hours of the position, who the position reports to, location of the position, pay scale range for the position, special requirements of the position, required roles and responsibilities to be fulfilled, and qualifications for the position as well as, any cross-training for coverage of other positions for the specific employee being hired; and,

**WHEREAS**, Quendolyn Jones was hired under authority of Amended Ordinance 2025-35 at a rate of pay of \$35,000.00 per year but increased duties require an adjustment of her pay to \$36,000.00 per year for the year 2025 only.

**NOW THEREFORE, BE IT ORDAINED** by the Council of the Village of Oakwood, County of Cuyahoga, and State of Ohio that:

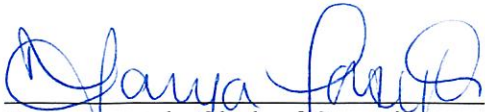
**SECTION 1.** Council hereby authorizes the employment of Quendolyn Jones to the position of Accounts Payable.

**SECTION 2.** Quendolyn Jones shall be responsible for the duties and paid as set forth in the job description attached as Exhibit A.

**SECTION 3.** Amended Ordinance No. 2025-35 and the Exhibit attached to it be and hereby are repealed to the extent applicable to the year 2025 but shall remain in force in the year 2026 and thereafter until amended or repealed.

**SECTION 4.** This Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety, and welfare of the inhabitants of the Village, the reason for the emergency being the same that relates to the daily operation of a municipal department and the ability of the village to provide uninterrupted services to the citizens of the Village given, therefore, provided it receives the two-thirds vote of all members of Council elected thereto. Said ordinance shall be in full force and effect immediately upon its adoption by this Council and approval by the Mayor, otherwise from and after the earliest period allowed by law.

PASSED: 12.9.25

  
Tanya Joseph, Clerk of Council

  
Eloise Hardin, President of Council

Presented to the Mayor: 12.10.25

Approved: 12.10.25

  
Erica Nikolic, Mayor

I, Tanya Joseph, Clerk of Council of the Village of Oakwood, County of Cuyahoga, and State of Ohio, do hereby certify that the foregoing Ordinance No. 2025-85 was duly and regularly passed by this Council at the meeting held on 9<sup>th</sup> day of December, 2025.

  
Tanya Joseph, Clerk of Council

### **POSTING CERTIFICATE**

I, Tanya Joseph, Clerk of Council of the Village of Oakwood, County of Cuyahoga, and State of Ohio, do hereby certify that Ordinance No. 2025-85 was duly posted on the 10<sup>th</sup> day of dec, 2025, and will remain posted in accordance with the Oakwood Village Charter.

  
Tanya Joseph, Clerk of Council

DATED: 12.10.25