

VILLAGE OF GEORGETOWN, OHIO

RESOLUTION 1228

**A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH HELEN KATHRYNN MCELROY TO SERVE AS INCOME TAX CLERK FOR THE VILLAGE OF GEORGETOWN, OHIO**

**WHEREAS**, Helen Kathryn McElroy has served as Income Tax Clerk for the Village of Georgetown (the "Village) since August 2014; and

**WHEREAS**, the Village seeks to enter into an agreement with Helen Kathryn McElroy to continue her services for the Village; and

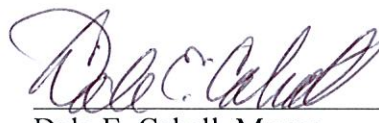
**BE IT RESOLVED**, By the Council of the Village of Georgetown, Brown County, Ohio, a majority or more of all members thereof concurring as follows:

**SECTION 1:** The Mayor is authorized to enter into and execute an Agreement with Helen Kathryn McElroy to serve as Income Tax Administrator for the Village of Georgetown, OH. A copy of the Agreement is attached as Exhibit A.

**SECTION 2:** That the Council hereby finds and determines that all formal actions relative to the passage of this Resolution were taken in an open meeting of the Council, and that all deliberations of this Council and of its Committees, if any, which resulted in formal action, were taken in meetings open to the public, in full compliance with applicable legal requirements, including section 121.22 of the Ohio Revised Code.

**SECTION 3:** This Resolution shall be in full force and effect from and after the earliest date allowed by law.

Passed and adopted at a legally convened meeting of Council held on the 13th day of August, 2020.



Dale E. Cahall, Mayor

ATTEST:



Natalie K.R. Newberry, Fiscal Officer

## AGREEMENT

This Agreement is made by and between the Village of Georgetown, Brown County, Ohio (“Village”) and Kathryn McElroy (“McElroy”) (the “Agreement”):

## WITNESSETH

**WHEREAS**, the Village is a non-charter municipal corporation of the State of Ohio situated in Brown County; and

**WHEREAS**, the Village seeks to contract with McElroy to serve as the Income Tax Clerk for the Village and perform the duties associated with that position.

**NOW THEREFORE**, in consideration of the foregoing, the parties hereto do agree as follows:

1. **Term.** McElroy shall serve as the Income Tax Clerk for the Village of Georgetown beginning July 2, 2020, and until such time as the Village determines her services are no longer needed, or she notifies the Village of her intention to no longer serve in this position. Any notice of termination shall be provided in writing to the other party with thirty (30) days advance notice.
2. **Duties of the Income Tax Clerk.** It shall be the duty of the Income Tax Clerk to act as the Tax Administrator in accordance with the provisions of Section 718.24 of the Ohio Revised Code. The Income Tax Clerk agrees to conduct regular office hours of at least sixteen (16) hours per week, unless authorized time off is approved by the Mayor.
3. **Employee Status.** The Income Tax Clerk shall be considered as a part-time employee of the Village. As a part-time employee, the Income Tax Clerk shall NOT be entitled to participate in any employment benefit plan but shall be entitled to participate in the Ohio Public Employees Retirement System. McElroy shall be entitled to all rights, indemnifications and immunities granted by the Ohio Revised Code while serving as Income Tax Clerk.
4. **Compensation.** The Village agrees to pay the Income Tax Clerk for her services rendered as follows:

- a. For the period from July 2, 2020 through December 31, 2020, a bi-weekly salary of seven hundred fifty-one dollars and fifty-five cents (\$751.55), less withholding for taxes and deductions required by law.
- b. For the period from January 1, 2021 through the time this agreement is terminated, the Income Tax Clerk will receive an annual salary increase equal to the average cost-of-living wage percent increase provided to all other Village employees.

**IN WITNESS WHEREOF**, the parties hereto have executed this Agreement this 27<sup>th</sup> day of August, 2020.

THE VILLAGE OF GEORGETOWN

ATTEST:

BY Natalie K.R. Newberry  
Natalie K.R. Newberry, Fiscal Officer

BY Dale E. Cahall  
Dale E. Cahall, Mayor

APPROVED AS TO FORM:

Kathrynn McElroy  
Kathrynn McElroy

Joseph Braun  
Joseph Braun, Village Solicitor