

RECORD OF ORDINANCES

GOVERNMENT FORMS & SUPPLIES 844-224-3338 FORM NO. 30043

Ordinance No. 2025-22 Passed December 1, 2025

VILLAGE OF WESTON, WOOD COUNTY, OHIO
ORDINANCE NO. 2025-22

ORDINANCE AMENDING EMPLOYEE WAGE SCHEDULES; AND DECLARING AN EMERGENCY

WHEREAS, the Village of Weston is a statutory village located in Wood County, Ohio, and

WHEREAS, the Village of Weston has powers of local self-government pursuant to Ohio Constitution Article XVIII, Section 3, and

WHEREAS, the Council of the Village of Weston previously adopted a wage schedule for Village employees through Ordinance No. 2024-3; and

WHEREAS, the Council has reviewed the current wage classifications and determined it is necessary to amend the schedule to clarify work expectations, FLSA status, and benefit eligibility in alignment with the Employee Handbook and current operational needs; and

WHEREAS, the Council finds it necessary to amend said schedule to reflect accurate employment classifications and provide consistency across Village employment records;

NOW, THEREFORE, BE IT ORDAINED, by the Council of the Village of Weston, Wood County, Ohio, that:

Section 1: The following wage classifications, benefit eligibility statuses, FLSA designations, and work schedule expectations for Village employees are hereby established and shall be used for administrative and compensation purposes moving forward:

Position	Classification	Benefit Eligible	FLSA Status	Pay Range	Work Schedule Expectation
Village Administrator	Salaried – Benefit Eligible	Yes	Exempt	\$55,000/year	40 hours/week
Fiscal Officer	Salaried – Non-Benefit Eligible	No	Exempt	\$30,000/year	No regular schedule or hourly expectation
Clerk	Part-Time (Hourly)	No	Non-Exempt	\$22-24/hour	Less than 40 hours/week
Part-Time Maintenance Worker	Part-Time (Hourly)	No	Non-Exempt	\$16.00/hour	Less than 40 hours/week
Code Enforcement Officer	Salaried – Stipend-Based	No	Exempt	\$375/month	No regular schedule or hourly expectation
Cemetery Sexton	Salaried – Non-Benefit Eligible	No	Exempt	\$8,000/year* *May be assigned to the Village Administrator, combining both salaries.	No regular schedule or hourly expectation; duties assigned under guidance of Cemetery Board
Cemetery Maintenance	Seasonal (Hourly)	No	Non-Exempt	\$16.00/hour	Annual hours are determined by the Cemetery Board (shared); less than 40 hours/week per employee; April 1–October 31 season.

Section 2: Employee benefits, including eligibility for health insurance, leave accruals, holidays, and participation in the Ohio Public Employees Retirement System (OPERS), shall be administered in accordance with the most current version of the Village of Weston Employee Handbook. All questions of eligibility or interpretation shall defer to the policies outlined therein.

Section 3: Employee performance evaluations and any considerations for wage adjustments shall be conducted in accordance with the policies and procedures established in the Village of Weston Employee Handbook. This includes, but is not limited to, processes for longevity, skill-based, and performance-based wage considerations, as well as compliance with budgetary limitations and required approvals.

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Section 4: Employee compensation established under this ordinance shall be documented through a signed employment agreement or appointment letter specifying the agreed-upon pay amount. Current employees shall retain their existing pay rates, including any prior increases, and these rates shall not be reduced by the adoption of a new wage schedule. Any future adjustments for new or existing employees must be recorded using a designated form, signed by both the employee and the employer, and filed in the employee's personnel file. Wage adjustments shall not be applied retroactively and will take effect with the start of the nearest full pay period following execution of the agreement. Nothing in this agreement shall be construed as a guarantee of continued employment.

Section 5: All prior ordinances, resolutions, wage schedules, and provisions inconsistent with this ordinance are hereby repealed to the extent of such inconsistency.

Section 6: It is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this ordinance were adopted in an open meeting of this Council and that all deliberations of this Council and of any other committees that results 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 7: This measure is an emergency measure for the immediate preservation of the public peace, health, safety, and welfare of the citizens of Weston, and for the efficient and consistent administration of Village employee compensation and classifications. Therefore, this ordinance shall take effect immediately upon its passage by the Council.

Date: 12/1/2025

Vote on emergency: 5 Yeas 0 Nays 0 Abstentions

Vote on passage: 5 Yeas 0 Nays 0 Abstentions

absent
President of Council

Mayor

Attest:
Fiscal Officer

CERTIFICATION
I HEREBY CERTIFY THIS TO BE A TRUE AND ACCURATE COPY OF THE VILLAGE OF WESTON ORDINANCE NUMBER 2025-22, AND THAT THERE IS NO NEWSPAPER PUBLISHED IN THE VILLAGE OF WESTON, AND THAT PUBLICATION OF THIS ORDINANCE WAS MADE BY POSTING IT AT THE FIVE PUBLIC PLACES DESIGNATED BY ORDINANCE 2023-1 ON 12/1/2025.
CLERK, VILLAGE OF WESTON