

**Village of Mantua, Ohio**  
**ORDINANCE 2022-22**

**AN ORDINANCE AMENDING SECTION 4.4.5 OF THE VILLAGE OF MANTUA  
EMPLOYEE HANDBOOK RELATING TO ACCRUAL OF COMPENSATORY TIME.**

**WHEREAS**, this Council has previously passed Ordinance 2010-24, the Village of Mantua Employee Handbook, which contains the Village's policies and guidelines relating to employees; and

**WHEREAS**, the Service Committee has recommended that section 4.4.5 of the Employee Handbook be amended in order to increase the maximum permitted accrual of compensatory time from 40 to 80 hours.

**NOW, THEREFORE, BE IT ORDAINED**, by the Council of the Village of Mantua, Portage County, Ohio, a majority or more of the members elected thereto concurring, that:

**SECTION 1.** Existing Section 4.4.5 of Ordinance 2010-24 is hereby repealed.

**SECTION 2.** Section 4.4.5 of Ordinance 2010-24 is hereby enacted as follows:

5. All records of comp time shall be kept by the Department Head and turned in to the Fiscal Officer for approval/ payment at the end of each pay period. This is for all employees. No employee may accumulate more than 80 hours of comp time. Comp time in excess of 80 hours shall be paid in the employee's next paycheck.

**SECTION 3.** All other provisions of Ordinance 2010-24, the Village of Mantua Employee Handbook, shall remain in full force and effect.

**SECTION 4.** It is hereby found and determined that all formal action of this Council concerning and relating to the passage if this Ordinance were adopted in an open meeting of this Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in a meeting open to the public in compliance with all legal requirements, including section 121.22 of the Ohio Revised Code.

**SECTION 5.** This Ordinance shall be in full force and effect after passage by at least a majority of the Mantua Village Council at the earliest time allowed by law..

**PASSED** in Council this 21<sup>st</sup> day of June, 2022.

ATTEST:

\_\_\_\_\_  
Mayor Linda Clark

\_\_\_\_\_  
Teresa Criblez, Fiscal Officer

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I hereby certify the above Ordinance was posted at the five (5) public notice locations in the Village of Mantua, Ohio, on the \_\_\_\_\_ day of June, 2022.

\_\_\_\_\_  
Teresa Criblez, Fiscal Officer

Approved as to Legal Form:

\_\_\_\_\_  
Michele Stuck, Solicitor