

**COUNCIL CHAMBER**

**VILLAGE OF KELLEYS ISLAND, OHIO**

**ORDINANCE NO. 2025 – O - 15**

**INTRODUCED BY: MAYOR RONALD E. EHRBAR**

**AN ORDINANCE ESTABLISHING A SALARY AND HOURS FOR THE  
POSITION OF VILLAGE ADMINISTRATOR  
IN THE VILLAGE OF KELLEYS ISLAND, OHIO AND DECLARING AN  
EMERGENCY**

**WHEREAS**, Council has recognized that the position of Village Administrator now requires more time due to the nature of ongoing projects in the Village, some which will take years to complete, and the necessity of continuously searching for grant monies to administer said projects, that it is necessary to establish a new salary for the position of Village Administrator and;

**WHEREAS**, the Mayor has recommended to Council, that the salary for the position of the Village Administrator should be Forty Thousand Dollars (\$40,000.00) per annum with benefits as specified in the body of this Ordinance.

**NOW THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE VILLAGE OF KELLEYS ISLAND, COUNTY OF ERIE AND STATE OF OHIO AS FOLLOWS:**

**SECTION 1.** That the salary for the position of Village Administrator shall be established as follows: Forty Thousand Dollars (\$40,000.00) per annum based on being available a minimum of 30 hours per week. Council may, from time to time, determine what other benefits, if any, will be provided for this position. The position shall be subject to withholding in the Public Employee Retirement System (P.E.R.S.) and the Village shall be authorized to deduct the necessary amount prescribed by law from each salary payment, and the Village shall pay its contribution to P.E.R.S. based upon each salary payment. The employee shall be entitled to health insurance as provided by the Village, unless said employee has access to other medical insurance through a spouse, partner or retirement. The employee shall be entitled to two weeks paid vacation per annum in the first year, three weeks paid vacation, years two through five and four weeks paid vacation after five years of service. The employee shall be entitled to reimbursement for travel on the ferry boat or by air to and from the island, and housing when needed due to inclement weather conditions or scheduling needs. The employee will be entitled to all other benefits as outlined in the employee handbook, and will be able to bank recognized holidays as future time off, due to the necessity to be at work during certain busy holidays. Furthermore, the Council may, from time to time, change the rate of compensation or change the benefit/vacation structure for anyone holding this position by motion.

**SECTION 2.** That said salary changes and work requirements shall commence January 1, 2026.

**SECTION 3.** That it is found and determined that all formal actions of the Council of Kelleys Island concerning and relating to the adoption of this Ordinance were adopted in an open meeting of such body, and that all deliberations of the Council of the Village of Kelleys Island and any of its committees 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 4.** That this Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public health, safety and welfare of the citizens of the Village of Kelleys Island, and for the further reason that the Village wants this new salary and work requirements to commence on January 1, 2026. Therefore, this Ordinance shall be in force and effect immediately upon its passage.

**DATED THIS 13TH DAY OF DECEMBER, 2025.**



**MAYOR RONALD E. EHRBAR**

**ATTEST:**



**LISA M. KLONARIS, CLERK-TREASURER**