



SHELLY HUGGINS, CITY CLERK
CITY OF HERRIN
300 NORTH PARK AVENUE
HERRIN, ILLINOIS 62948
(618)942-3175 · Fax (618)988-9115
Email: shuggins@cityofherrin.com

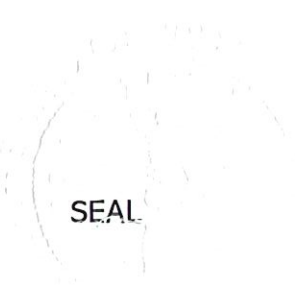
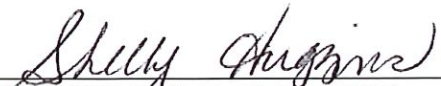
STATE OF ILLINOIS)
WILLIAMSON COUNTY)
CITY OF HERRIN)
CERTIFICATE OF PUBLICATION)

I, SHELLY HUGGINS, DO HEREBY CERTIFY that I am the duly qualified City Clerk of the City of Herrin, Illinois, Williamson County, and as such clerk I am the keeper of the records and files of the City Council of said City.

I further certify that on April 22, 2024 the Corporate Authorities of the above municipality passed and approved Ordinance 4-2024 Amending Chapter 15, Article II, Section 1, Subsection (l) of the Herrin Revised Code of Ordinances.

The pamphlet form of Ordinance 4-2024, included the Ordinance and a cover sheet thereof, was prepared and a copy of such Ordinance was posted in the municipal building and on the municipality's website, commencing on April 23, 2024 and continuing for at least 10 days thereafter. Copies of such Ordinance were also available for public inspection upon request in the office of the City Clerk.

IN WITNESS WHEREOF, I have hereunto set my hand and the official seal of the City of Herrin, Illinois at my office this 23rd day of April, 2024.

SHELLY HUGGINS, CITY CLERK
HERRIN, ILLINOIS

SEAL

CITY OF HERRIN
ORDINANCE NO. 4-2024

AMENDING CHAPTER 15, ARTICLE II, SECTION 1, SUBSECTION (I) OF
THE HERRIN REVISED CODE OF ORDINANCES

ADOPTED BY THE CITY COUNCIL OF THE
CITY OF HERRIN, ILLINOIS, APRIL 22, 2024

PUBLISHED IN PAMPHLET FORM BY AUTHORITY OF THE CITY COUNCIL OF
THE CITY OF HERRIN, WILLIAMSON COUNTY, ILLINOIS, THIS 23RD DAY OF
APRIL, 2024.

Shelly Huggins
City Clerk

ORDINANCE 4-2024

AN ORDINANCE AMENDING CHAPTER 15, ARTICLE II, SECTION 1, SUBSECTION (I) OF THE HERRIN
REVISED CODE OF ORDINANCES

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF HERRIN, ILLINOIS AS
FOLLOWS:

Section 1. That Section 15-2-1(I) be removed and the following inserted in lieu of:

15-2-1 Compensation for Department Directors & Employees

(I) Deputy City Clerk

Annual Salary: \$35,000.00

Deputy City Clerk must reside within Ten (10) miles of the intersection of South
Park Avenue and Walnut Street and within Williamson County.

The following benefits will also be provided to the Deputy City Clerk:

IMRF Pension

The City will provide the single rate of insurance coverage at full cost to the city. If
the Deputy City Clerk opts to not take the medical insurance, they will receive 50% of
the cost of the single rate of insurance coverage in their pay. That payment will be
made on the first pay check of each month. This insurance pay will be a non-
pensionable item, but will be considered part of their base wage.

The Deputy City Clerk will have a clothing allowance of \$600.00

The Deputy City Clerk shall receive an additional Fifty Dollars (\$50.00) for attendance at any
City meeting.

The Deputy City Clerk will receive vacation time, personal time, and sick time as
follows:

One year of service	One week vacation
Two years of service	Two weeks of vacation
Five years of service	Three weeks of vacation
After five years of service	One additional day per year for each year of service past five years up to Fifteen (15) additional days, not to Exceed thirty (30) working days total

The Deputy City Clerk may carry accrued vacation credit from year to year, if vacation is
canceled at the fault of the City.

Upon retirement, the Deputy City Clerk shall be allowed to sell back unused personal
and vacation time at the Deputy City Clerk's full current hourly rate. The city may
choose to make partial payments towards the sell back amounts as needed, so long
as the full value is paid by 90 days after the Deputy City Clerk's retirement date. The

Deputy City Clerk may request the city to delay payments for up to six months (for tax or other purposes).

The Deputy City Clerk will receive three personal days per year. If the three personal days are cancelled at the fault of the City, they may accrue the personal days from year to year.

Sick leave is as follows: One eight-hour day shall be granted to the Deputy City Clerk per month for non-work-related illness or injury to the Deputy City Clerk or member of the Deputy City Clerk's immediate family. The Deputy City Clerk will be paid for half of their sick time and half of the sick time will be credited to IMRF at the time of retirement. The amount to be paid shall be at the current rate of the Deputy City Clerk.

The Deputy City Clerk shall be considered probationary for six (6) months from the date of hire. The Employer may terminate the Deputy City Clerk without cause during the six (6) month probationary period. The Employer will provide a performance review after sixty (60) days of the date of hire.

A yearly performance review will be conducted for the Deputy City Clerk. The performance review will be conducted by the City Clerk.

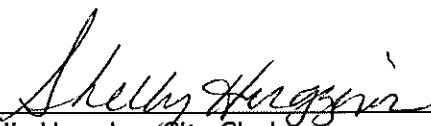
The Deputy City Clerk will receive an annual salary increase each year on May 1st beginning May 1st, 2025. The amount of the annual salary increase will be determined based on the performance review and by the cost-of-living. The raise will be at least two percent (2%) but no more than three percent (3%). The cost-of-living increase shall be based on the Inflation Index as determined by the U.S. Department of Labor.

***IN THE EVENT, THE CURRENT DEPUTY CITY CLERK STEPS DOWN OR IS TERMINATED, THIS CONTRACT WILL BE REVIEWED AND REVISED AS THE CITY SEES FIT.**

Section 2. This ordinance shall become effective upon its passage, approval and publication in accord with law.

Section 3. This ordinance is passed pursuant to the home rule authority of the City of Herrin, Illinois.

PASSED BY THE CITY COUNCIL AND APPROVED BY THE MAYOR OF THE CITY OF HERRIN, ILLINOIS ON THE 22nd DAY OF APRIL, 2024.


Shelly Huggins, City Clerk


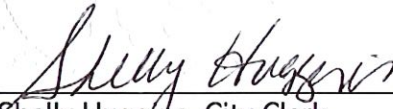
<u>NAME</u>	<u>AYE</u>	<u>NAY</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Alderman Sheila Ahlgren	x			
Alderman David Shoemake	x			
Alderman Randy Crompton	x			
Alderman Paul York	x			
Alderman Steve Miller	x			
Alderman Scott Kinley	x			
Alderman Bill Sizemore	x			
Alderman Marilyn Ruppel	x			

APPROVED BY THE MAYOR OF THE CITY OF HERRIN THIS 22nd DAY OF APRIL, 2024.



Steve Frattini, Mayor

ATTEST:

Shelly Huggins, City Clerk



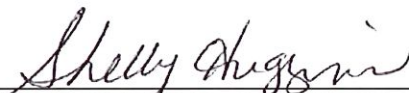
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