

# RECORD OF RESOLUTION

Resolution No. 2020-R-06

Passed July 27, 2020  
YEAR

## VILLAGE COUNCIL OF NORTH FAIRFIELD, OHIO RESOLUTION NO. 2020-R-06

### ADJUSTMENT POLICY

A RESOLUTION ADOPTING AN ADJUSTMENT POLICY ESTABLISHING ALLOWABLE ADJUSTMENTS, AN ADJUSTMENT PROCESS AND ADJUSTMENT LIMITATIONS.

WHEREAS, the Fiscal Officer reports that the auditor has recommended that the village adopt an adjustment policy; and

WHEREAS, although effective internal control procedures reduce the probability that errors will occur, it does not eliminate the possibility. Therefore, corrections and adjustments may have to be made and they should be clearly identified and explained. [See OHIO VILLAGE OFFICER'S HANDBOOK, Ohio Auditor of State, (March 2019). Chapter Six: Accounting Procedures, Section III, Corrections and Adjustments]

WHEREAS, the Fiscal Officer recommends the adoption of this general adjustment policy.

NOW THEREFORE, BE IT RESOLVED, BY COUNCIL, THE LEGISLATIVE AUTHORITY OF THE VILLAGE OF NORTH FAIRFIELD, STATE OF OHIO, (RC 731.18) to wit:

SECTION 1. That Village Council hereby adopts the following written adjustment policy:

#### VILLAGE OF NORTH FAIRFIELD, OHIO ADJUSTMENT POLICY

*PURPOSE: The legislative authority wishes to establish an adjustment policy establishing allowable adjustments, an adjustment process and adjustment limitations.*

*SCOPE: This Policy implemented to provide for corrections and adjustments and to assure they are clearly identified and explained.*

*POLICY: Proposed adjustments shall be submitted by the Fiscal Officer to village Council.*

*Adjustments shall be approved by Motion of council upon majority affirmative vote of members present. Council shall consider and approve allowable adjustments along with the process and limitations.*

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Effective the 27 day of July, 2020 by Resolution No.: 2020-R-06

SECTION 2. Any and all previous adjustment policies are hereby rescinded and repealed.

SECTION 3. The clerk is instructed to compile and organize this and all active village policies into a manual or handbook of its general policies and procedures and reference the contents with a table of contents.

SECTION 4. PUBLIC MEETING. That it is found and determined that all formal actions of this public body concerning or relating to the passage of this Resolution / Ordinance were adopted in a public meeting open to the public at all times, and that all deliberations of the public body and any of its committees that resulted in such formal action, were in public meetings open to the public, in compliance with all legal requirements including all lawful ordinances and any applicable provisions of Section 121.22 of the Ohio Revised Code.

WHEREFORE, this legislation shall be in full force and effect from and after the earliest period allowed by law.

PASSED AND ADOPTED on this 27 day of July, 2020.

## AUTHENTICATION and ATTESTATION (RC 731.20)

We hereby attest and affirm that the foregoing Ordinance/Resolution received the necessary affirmative roll call votes required for passage by R.C. 731.17.

John A. Rosol  
MAYOR

Shellie Cherry  
FISCAL OFFICER

Vote on the passage was taken by yeas and nays and entered upon the journal as follows R.C. 731.17(A)(3):

YEAS: 4 NAYS: 0 ABSTAIN: 0

First Reading: June 29, 2020  
Second Reading: July 14, 2020 [may be dispensed by a vote of at least three-fourths of members. R.C. 731.17(A)(2)]  
Third Reading: July 27, 2020 [may be dispensed by a vote of at least three-fourths of members. R.C. 731.17(A)(2)]

APPROVED AS TO FORM:

[Signature]  
VILLAGE SOLICITOR, Steve Palmer

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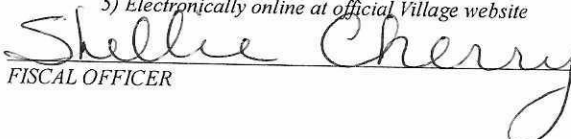
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## CERTIFICATE OF POSTING

(RC 731.25)

I hereby certify that pursuant to R.C. 731.25, a succinct summary of the above legislation was posted in not less than five of the most public places in the municipal corporation as determined by the legislative authority (Sec Ord 2019-O-12) for a period of not less than fifteen days prior to the effective date at the following locations:

- 1) Fiscal Officer Office, 3 East Main St., North Fairfield, Ohio; and
- 2) North Fairfield Village Hall, 3 East Main St., North Fairfield, Ohio; and
- 3) North Fairfield Public Library, 5 East Main St., North Fairfield, Ohio; and
- 4) North Fairfield Post Office, 1 North Main St., North Fairfield, Ohio; and
- 5) Electronically online at official Village website

  
FISCAL OFFICER