

ORDINANCE RECORD
VILLAGE OF NEWBURGH HEIGHTS, OHIO

ORDINANCE: 2022-03

Introduced by: Mayor Trevor Elkins

AN ORDINANCE CONSOLIDATING THE PAY, REMUNERATION AND BENEFITS PROVISIONS FOR ALL BUILDING DEPARTMENT PERSONNEL, AND AMENDING OR REPEALING, AS APPLICABLE, ALL ORDINANCES OR PROVISIONS THEREIN THAT ARE INCONSISTENT WITH THE PAY, REMUNERATION AND BENEFITS SCHEDULES ADOPTED HEREBY, AND DECLARING AN EMERGENCY.

WHEREAS, for purposes of clarity and legislative and operational efficiency, the Village wishes to consolidate the pay, remuneration and benefits provisions for all building department personnel into a single ordinance;

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE VILLAGE OF NEWBURGH HEIGHTS, CUYAHOGA COUNTY, OHIO, two-thirds of all the members elected thereto concurring, that:

Section 1. Building Department personnel shall receive pay, remuneration and benefits in accordance with the pay schedule attached as Exhibit A, the terms of which are incorporated herein by reference as if fully rewritten.

Section 3. Council hereby repeals any ordinances in conflict herewith.

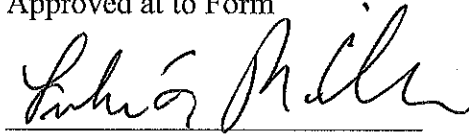
Section 4. That it is found and determined that all formal actions of this Council concerning and relating to the adoption of this Ordinance were adopted in an open meeting of this Council, and that all deliberations of this council and of any of its committees that resulted in such formal action, were in open meetings for the public, in compliance with all legal requirements, including Section 1231.22 of the Ohio Revised Code.

Section 5. That this Ordinance be, and hereby is declared to be an emergency measure, the emergency being the need to provide administrative clarity to service department personnel pay rates, for ease of administration.

WHEREFORE, this ordinance shall be in full force and effect from and immediately after its passage and approval.

PASSED: January 18, 2022

Approved at to Form



Solicitor



Trevor Elkins, Mayor
Village of Newburgh Heights, Ohio



Cathleen Nagorski, Fiscal Officer
Village of Newburgh Heights, Ohio

1ST Reading: 1/18/22
2ND Reading: 1/18/22
3RD Reading: 1/18/22

EXHIBIT A

PAY/REMUNERATION

Building Commissioner

\$52,000 annual salary commencing July 1st, 2018. ~~Increasing on a one-time basis by \$520 per year with the first full payroll period commencing after February 1, 2019; increasing on a one-time basis by \$1,050 per year with the first full payroll period commencing after February 1, 2020; increasing on a one-time basis by \$1,607 per year with the first full payroll period commencing after February 1, 2021.~~ Increasing on a one-time basis by \$4,966 per year with the first full payroll period commencing after February 1, 2022; Increasing on a one-time basis by \$1,804 per year with the first full payroll period commencing after February 1, 2023

FT Building Department
Administrative Assistant

\$18.75 per hour, increasing to \$19.38 per hour with the first full payroll period commencing after the completion of six (6) months of employment as a FT Building Department Administrative Assistant; increasing to \$19.69 per hour with the first full payroll period commencing after the completion of twelve (12) months of employment as a FT Building Department Administrative Assistant; increasing to \$20.00 per hour with the first full payroll period commencing after the completion of eighteen (18) months of employment as a FT Building Department Administrative Assistant; thereafter increasing on a one-time basis by 2% per hour with the first full payroll period commencing after the completion of twenty-four (24) months of employment as FT Building Department Administrative Assistant. On a one-time basis, commencing with the first full payroll period after January 1, 2021, the FT Building Department Administrative

Assistant shall receive a \$1.00 per hour increase. On a one-time basis, commencing with the first full payroll period after February 1, 2022, the FT Building Department Administrative Assistant shall receive a \$1.93 per hour increase. On a one-time basis, commencing with the first full payroll period after February 1, 2023, the FT Building Department Administrative Assistant shall receive a \$0.70 per hour increase.

FT Building Department
Housing Inspector

Housing Inspectors shall start at \$26.25 per hour, increasing by 3% per hour with the first full pay period commencing after the completion of twelve (12) months. FT Housing Inspectors not making \$26.25 per hour as of 1/1/2020 shall receive a 25% per hour pay increase with the first full pay period commencing after 2/1/2020 in addition to increases outlined herein. ~~Increasing on a 3% per hour basis with the first full pay period commencing after 2/1/2021 and 2/1/2022.~~ Increasing on a 9% per hour basis with the first full pay period commencing after 2/1/2022 and a 3% per hour basis with the first full pay period commencing after 2/1/2023.

OVERTIME

Overtime shall be governed by the terms of the village personnel policy manual and the Fair Labor Standards Act and shall be calculated based on the requirement of a 40-hour work week.

PROBATIONARY PERIOD

All Building Department employees shall be hired with a one (1) year probationary period. The probationary period may be extended for up to one (1) additional year with an affirmative vote of Council upon the recommendation of the Mayor.

CONDUCT

All Building Department employees conduct and discipline shall be governed by the Village Personnel Policy Manual, any Village policy, any Village of Newburgh Heights Building Department policy or standard operating procedure, and applicable law.

DISCIPLINE/TERMINATION

Any discipline and/or termination of employment for cause shall be handled in a manner consistent with Ohio law.

STATUS OF EMPLOYMENT

All Building Department personnel shall be an employee-at-will, and nothing herein shall be construed to be a promise of future employment or a promise of future compensation. The terms and pay provisions of this ordinance shall be subject to change at the sole discretion of Council and subject to any appropriate administrative and/or legislative actions taken by Council.

BENEFITS

The full-time Building Department personnel will also receive health, hospitalization, and other benefits consistent with the village ordinances, policies, and applicable law.