

ORDINANCE RECORD
VILLAGE OF NEWBURGH HEIGHTS, OHIO

ORDINANCE: 2022-04

Introduced by: Mayor Elkins

AN ORDINANCE CONSOLIDATING THE PAY, REMUNERATION AND BENEFITS PROVISIONS FOR ALL FINANCE DEPARTMENT PERSONNEL, AND AMENDING OR REPEALING, AS APPLICABLE, ALL ORDINANCES, RESOLUTIONS, 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 finance 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. Finance 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 2. Council hereby repeals any ordinances or resolutions in conflict herewith.

Section 3. 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.

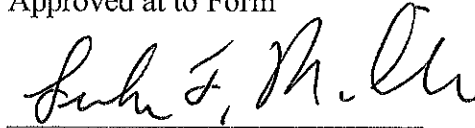
Section 4. That this Ordinance be, and hereby is declared to be an emergency measure, the emergency being the need to provide administrative clarity to finance department personnel pay rates, for ease of administration.

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

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

EXHIBIT A

PAY/REMUNERATION

Full-time Fiscal Officer

New hires shall receive an annual salary of \$40,000 - \$50,000 as approved by Council with the recommendation of the Mayor; ~~Increasing on a one time basis by 5% commencing with the first full payroll period following January 1, 2020;~~ ~~Increasing on a one time basis by 3% commencing with the first full payroll period following January 1, 2021;~~ ~~Increasing on a one time basis by 3% commencing with the first full payroll period following January 1, 2022.~~ Increasing on a one-time basis by 9% commencing with the first full payroll period following January 1, 2022. Increasing on a one-time basis by 3% commencing with the first full payroll period following January 1, 2023.

Part-time Payroll Clerk

New hires shall receive a starting rate of \$16.00 - \$25.00 per hour or paid as an annual salary of \$12,000 - \$16,000 as approved by Council with the recommendation of the Mayor.

Part-time Finance Clerk

New hires shall receive a starting rate of \$16.00 - \$25.00 per hour or paid as an annual salary of \$12,000 - \$16,000 as approved by Council with the recommendation of the Mayor.

HEALTH AND HOSPITALIZATION BENEFITS

All Finance Department employee health and hospitalization benefits shall be governed by the Village Personnel Policy Manual, any Village policy, any Village of Newburgh Heights Finance Department policy or standard operating procedure, and applicable law.

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 Finance 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 Finance Department employees conduct and discipline shall be governed by the Village Personnel Policy Manual, any Village policy, any Village of Newburgh Heights Finance 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.