

ORDINANCE RECORD
VILLAGE OF NEWBURGH HEIGHTS, OHIO

ORDINANCE: 2022-11

Introduced by: Mayor Trevor Elkins

AN ORDINANCE CONSOLIDATING THE PAY, REMUNERATION AND BENEFITS PROVISIONS FOR ALL SERVICE 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 service department personnel into a single ordinance;

WHEREAS, the Village desires to competitively compensate its personnel;

WHEREAS, for the purposes of creating a seamless transition in the management of the Service Department, the Village wishes to create a Deputy Service Director position, and

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. Service 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 in conflict herewith.

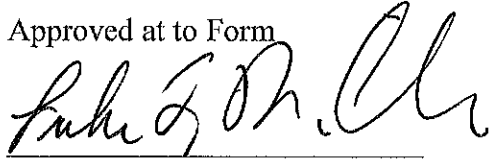
Section 3. That it is found and determined that all formal actions of this Council concerning and relating to the adoption of this Ordinance were adopted in an open meeting of this Council, and that all deliberations of this council and of any of its committees that resulted in such formal action, were 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 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

Service Director/Street Commissioner \$67,000 annual salary commencing with the first full pay period following January 1, 2019.

In addition to the fixed salary, the Service Director shall be paid at the hourly rate of time and ½ for the performance of snow plowing services and emergency weather-related services when worked above and beyond the standard forty (40) hour work week. The Service Director/Street Commissioner shall be eligible for compensatory time for hours worked for snow plowing services and emergency weather related services. Increasing by 3% with the first full payroll period commencing after January 1, 2024, and 2025.

Deputy Service Director \$55,000 annual salary.

In addition to the fixed salary, the Deputy Service Director shall be paid at the hourly rate of time and ½ for the performance of snow plowing services and emergency weather-related services when worked above and beyond the standard forty (40) hour work week. The Service Director/Street Commissioner shall be eligible for compensatory time for hours worked for snow plowing services and emergency weather related services.

FT Foreman New hires shall receive a starting rate of 26.56 - \$31.25 per hour as approved by Council with the recommendation of the Mayor; increasing on a one-time basis by 2% 3% per hour with the first full payroll period commencing after the completion of ~~eighteen (18)~~ twelve (12) months of

employment as a FT Foreman.

FT Laborer
New hires shall receive a starting rate of \$20.00 - \$22.50 per hour as approved by Council with the recommendation of the Mayor; Increasing on a 3% per hour basis with the first full pay period commencing after ~~2/1/2021~~ and 2/1/2022.

PT Laborer
New hires shall receive a starting rate of \$15.00 per hour as approved by Council with the recommendation of the Mayor.

FT Mechanic
New hires shall receive a starting rate of \$26.56 - \$36.00 per hour as approved by Council with the recommendation of the Mayor, increasing on a 3% per hour basis with the first full pay period commencing after 2/1/2022 and 2/1/2023.

PT Cleaning Person
New hires shall receive a starting rate of \$15.00 per hour as approved by Council with the recommendation of the Mayor.

CLOTHING ALLOWANCE

Service Director	\$325 annually
FT Foreman	\$325 annually
FT Laborer	\$325 annually
PT Laborer	\$200 annually
PT Cleaning Person	\$100 annually

Clothing allowance shall be paid with the second payroll of December each year with withholdings applied in accordance with law.

HEALTH AND HOSPITALIZATION BENEFITS

Service Director	Yes
FT Foreman	Yes
FT Laborer	Yes
PT Laborer	No
PT Cleaning Person	No

EMERGENCY CALL

All employees of the Service Department, except the Service Director, shall be compensated for a minimum of two (2) hours of time for any call-out to an emergency in connection with which the employee is not working a scheduled shift.

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.

All Service Department employees, except the Service Director, shall receive double time for working holidays as defined by the village personnel policy manual.

VACATION BENEFIT

The Service Director shall receive eighty (80) hours of paid vacation annually in addition to the earned vacation benefit outlined in Section 403 of the Village Personnel Policy Manual, commencing with the first full payroll after January 1, 2021.

PROBATIONARY PERIOD

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

VACCINATION POLICY

In order to provide a workplace that is safe and free from known hazards, and in acknowledgement that the job requirements for a service department employees may include, from time to time, close interaction with the general public, entry into private domiciles, and entry into public or private buildings, all Service Department Personnel shall maintain and/or receive reasonably available vaccinations against infectious disease, where public risk may be

reduced by vaccination, as determined by the Safety Director of the Village of Newburgh Heights. This policy shall be effective for all and subject to applicable law or exceptions based on sincerely held religious beliefs and/or a documented medical condition that precludes such vaccination as determined by Ordinance 2021-22.