

**CITY OF STRUTHERS**  
**Ordinance**

NO. 21-023

**AN ORDINANCE GRANTING AND ESTABLISHING THE SALARY FOR THE POSITION OF CLERK OF COUNCIL, RETROACTIVE TO JANUARY 1, 2021, DEFINING HER DUTIES, PROVIDING FOR COMPENSATION WORKING SCHEDULE, AND REPEALING ORDINANCE NO. 19-022 AND ANY ORDINANCE INCONSISTENT HERewith AND DELCARING AN EMERGENCY.**

NOW, THEREFORE, BE IT ORDAINED, by the Council of the City of Struthers, Ohio,  $\frac{3}{4}$ 's of all members elected thereto concurring:

**SECTION 1:** Council hereby declares it necessary to create a position of Clerk of Council who shall serve for a period retroactive to January 1, 2021. As Clerk of Council, said Clerk shall prepare all legislative requests, maintain notices and perform such other duties as outlined by the Council of the City of Struthers, Ohio. Said Clerk shall work from 8:00 a.m. to 4:00 p.m., during each day that the City Hall is open for business.

1. CLERK OF COUNCIL
2. HOSPITALIZATION & INSURANCE
3. VACATION PROVISIONS
4. FUNERAL LEAVE
5. BIRTHDAY OFF
6. NON-CLASSIFIED SERVICE
7. NEW HIRE LANGUAGE
8. BOND REQUIREMENT
9. COMPTIME
10. EFFECTIVE DATE
11. REPEALING
12. EMERGENCY CLAUSE

**CLERK OF COUNCIL**

That Megan R. Shorthouse is hereby appointed to the position of Clerk of Council for a period retroactive to January 1, 2021.

Said Clerk shall be paid as follows:

<b>Effective January 1, 2021</b>	<b><u>\$38,814.10</u></b>
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Said Clerk shall be paid in accordance with the City's employees' pay schedule and shall be entitled to hospitalization, sick leave, vacation periods and such other fringe benefits, which are granted to other secretaries and clerks serving in the various departments of the City of Struthers, Ohio.

**SECTION 2: HOSPITALIZATION AND INSURANCE BENEFITS**

The City of Struthers will provide major medical/health care/hospitalization and ancillary coverage(s) (i.e., dental, vision, etc.) for all employees eligible for such benefit. All full time employees and elected officials are eligible for benefits.

The insurance committee shall recommend a base insurance plan as prescribed by currant union contracts that require it. The employer shall offer additional plans. The employer shall select appropriate carriers/providers and otherwise determine the method of provision, plan eligibility criteria, and coverage levels. The costs and/or terms and conditions of said insurance shall be at the discretion of the employer and may be subject to change. The participating employee may select either single, with spouse, with child, family or other coverage offered under the plan. The same plan/plans shall be offered to all eligible employees.

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Unless otherwise stated in employees union contracts, the employee will contribute twenty percent (20%) of the premium cost for medical/health care/hospitalization and ancillary coverage(s) (i.e., dental, vision, etc.). The premium contribution shall be deducted from the employees' payroll. At any time the employee does not receive a pay they are responsible for making the monthly payment.

All spouses of eligible employees shall be afforded the City of Struthers Health Insurance Plan provided that no other insurance is available to them by any other source, or which would cost them out-of-pocket premium expenses of more than thirty-five (35%) of the current City of Struthers' premium cost for the applicable coverage for either Medical, Dental, or Vision Care Insurance. Said insurance plan should be reasonable in comparison to the current city plan. In the event that either Medical, Dental, or Vision Care Insurance is available to the spouse at an out of pocket premium expense less than 35% of the current City of Struthers premium cost for applicable insurance coverage the spouse shall not be eligible for coverage under the city insurance plan. (Struthers City Ordinance No. 18-002)

**SECTION 3: VACATION PROVISIONS**

<u>Years of Service</u>	<u>Annual Vacation</u>
Less than one (1) year	None
One (1) to Four (4)	80 hours (2 weeks)
Five (5) to Nine (9)	120 hours (3 weeks)
Ten (10) to Fourteen (14)	160 hours (4 weeks)
Fifteen (15) or more	200 hours (5 weeks)

**Service in excess of fifteen (15) Years:**

Employee with more than Fifteen (15) years of continuous full-time service with the City will receive an additional eight (8) hours of vacation leave annually. Thereafter, for each five (5) year period of service beyond the first fifteen (15) years, an employee shall receive an additional eight (8) hours of vacation leave annually. (i.e., Twenty (20) years or more - 208 hours; Twenty-five (25) years or more - 216 hours; Thirty (30) years or more – 224 hours; etc.)

**SECTION 4: FUNERAL LEAVE**

When death occurs in any of the above-mentioned department employee's immediate family, the employee, upon request, will be excused for up to two (2) consecutive scheduled workdays. The employee shall receive pay for any such excused scheduled weekday, provided; it is established that he/she attended such funeral. An employee will not receive funeral pay when it duplicates pay received for time not worked for any other reason. Immediate family is herein defined as spouse, child, mother, father, sister, brother, grandmother, grandfather, mother-in-law, or father-in-law.

**SECTION 5: BIRTHDAY OFF**

That all employees in the above mentioned departments shall have his/her birthday off with pay. This personal day off to be taken on any day of the year, upon the request of the employee and the ensuing approval of the Department Head, provided, that this day off will not result in the Department Head calling out another employee to work at overtime pay scale.

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**SECTION 6: NON-CLASSIFIED SERVICE**

Said position is non-classified service and is appointed by the Struthers City Council.

**SECTION 7: NEW HIRE LANGUAGE**

Should any full-time position become vacant; the salary for a new replacement employee will be set at 85% of the base salary the 1<sup>st</sup> year, and 100% of the base salary in the 2<sup>nd</sup> year with all increases to be effective on the hire date and any subsequent pay increases become effective on January 1<sup>st</sup> after the 2<sup>nd</sup> year. Unless vacancy is filled with an already existing full-time city employee in which the employee will receive 100% of the salary.

**SECTION 8: BOND REQUIREMENT**

As Clerk of Council said Megan R. Shorthouse shall be sworn to perform the duties of the Office and shall likewise file a \$100.00 bond covering the performance of the Office.

**SECTION 9: COMPTIME**

Said Clerk shall receive not less than two hours time off for all City Council meetings attended, and time for time in excess of two hours to be taken before the next regular scheduled council meeting. If unable to take time off during the allotted time period it is up to the discretion of the President of Council.

**SECTION 10: EFFECTIVE DATE**

That this Ordinance is retroactive to January 1, 2021.

**SECTION 11: REPEALING**

That Struthers City Ordinance No. 19-022 and any ordinance inconsistent herewith are hereby repealed.

**SECTION 12: EMERGENCY CLAUSE**

This ordinance is hereby declared to be an emergency measure necessary for the preservation of public peace, health and safety of the inhabitants of the City of Struthers, Ohio. Said emergency exists by reason of the fact and full-time employee gets paid retroactive to January 1, 2021, as such, this ordinance shall take effect upon its passage and approval by the Mayor.

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PASSED IN COUNCIL THIS 28<sup>th</sup> DAY OF April, 2021.

Megan R. Shorthouse  
CLERK OF COUNCIL

Michael S. Patrick  
PRESIDENT OF COUNCIL

FILED WITH THE MAYOR THIS 28<sup>th</sup> DAY OF April, 2021.

Megan R. Shorthouse  
CLERK OF COUNCIL

APPROVED BY THE MAYOR THIS 28<sup>th</sup> DAY OF April, 2021.

Mayor Catherine Cercone Miller  
MAYOR

PUBLISHED IN THE HOMETOWN JOURNAL

DATE: 05/06/2021-05/13/2021

Megan R. Shorthouse  
CLERK OF COUNCIL