

CITY OF STRUTHERS
Ordinance

NO. 19-064

AN ORDINANCE CREATING THE POSITION OF CLERK OF COUNCIL AND PROVIDING FOR APPOINTMENT OF MEGAN R. SHORTHOUSE FOR A PERIOD COMMENCING JANUARY 1, 2020 AND ENDING DECEMBER 31, 2021, DEFINING HER DUTIES, PROVIDING FOR COMPENSATION WORKING SCHEDULE REPEALING ORDINANCE NO. 19-022 AND DECLARING 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 commencing January 1, 2020 and ending December 31, 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.

SECTION 2: That Megan R. Shorthouse is hereby appointed to the position of Clerk of Council for a period commencing January 1, 2020 and ending December 31, 2021.

Said Clerk shall be paid as follows:

<u>Effective January 1, 2020</u>	<u>\$33,151.08</u>
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SECTION 3: CLERK OF COUNCIL

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 4: 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 current 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.

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.

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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 5: VACATION PROVISIONS

In all cases where employees are governed by classified service status, vacation leave and holiday pay must be governed by the provisions of the Ohio Revised Code. In all other cases, this vacation provision shall be applicable. Vacation periods governing the above-mentioned officials, employees, and appointees shall be regulated in accordance with the following provisions:

- A. Two weeks vacation with pay after rendering one (1) year of service.
- B. Three weeks vacation with pay for those who have worked for a period of five (5) years.
- C. Four weeks with pay for those who have worked for a period of ten (10) years. Five weeks vacation for those who have worked for a period of fifteen (15) Years or more. Provided, however, any employee, official or appointee who is entitled to additional vacation leave over and above the minimum of two weeks shall not be permitted to take said extra vacation leave during regular vacation leave period, but said extra vacation leave shall be postponed to such a time so as not to interfere with the regular vacation schedule and so that the Department Heads do not find it necessary to hire additional help. Furthermore anyone who is entitled to a vacation under the provisions of this ordinance shall not be permitted by Statute, if such leave or vacation is greater than defined herein. One additional personal day vacation with pay after fifteen (15) years of service and an additional day vacation with service, which occur after the first fifteen (15) years of service. This privilege shall be exercised upon request of the employee and upon the approval of the Department Head.

SECTION 6: 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 7: 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.

SECTION 8: NEW HIRE LANGUAGE

Should any full-time position become vacant; the salary for a new replacement employee will be set at 80% of the base salary the 1st year, 90% of the base salary the second year and 100% of the base salary in the 3rd year with all increases to be effective on the hire date and any subsequent pay increases become effective on January 1st after the 3rd year.

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SECTION 9: 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 10: 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 11: EFFECTIVE DATE

That this Ordinance shall be effective January 1, 2020.

SECTION 12: REPEALING

That Struthers City Ordinance No. 19-022 is hereby repealed.

SECTION 13: 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 that the Clerk of Council position must be filled immediately, and Council must enact legislation to appoint said Clerk, and, as such this Ordinance shall take effect immediately upon its passage and approval by the Mayor.

PASSED IN COUNCIL THIS 11th DAY OF December, 2019.

Megan R. Shorthouse
CLERK OF COUNCIL

Henry D. Franceschelli, Sr.
PRESIDENT OF COUNCIL

FILED WITH THE MAYOR THIS 12th DAY OF December, 2019.

Megan R. Shorthouse
CLERK OF COUNCIL

APPROVED BY THE MAYOR THIS 12th DAY OF December, 2019.

Terry P. Stocker
MAYOR

PUBLISHED IN THE HOMETOWN JOURNAL

DATE: 12/19/2019-12/26/2019

Megan R. Shorthouse
CLERK OF COUNCIL