

CITY OF STRUTHERS
Ordinance

NO. 25-036

**AN ORDINANCE ESTABLISHING THE POSITION, SALARY AND
EMPLOYMENT OF CLERK OF COUNCIL. A NON-CLASSIFIED SERVICE
APPOINTED BY STRUTHERS CITY COUNCIL. RETROACTIVE TO
JANUARY 1, 2025 FOR SAID EMPLOYEE, REPEALING ORDINANCE NO.
24-040 AND ANY ORDINANCE INCONSISTENT HERewith AND
DECLARING AN EMERGENCY.**

WHEREAS, Council has determined it appropriate and necessary to provide for a wage adjustment as outlined below, and, as such, it is necessary to enact the following ordinance.

NOW, THEREFORE, BE IT ORDAINED, by the Council of the City of Struthers, Ohio, ³/₄'s of all members elected thereto concurring:

SECTION 1: Council deems it necessary to create said position. Classifying all salaries payable as per pay schedule and vacations for non-elected appointees in the following, to wit:

1. CLERK OF COUNCIL
2. HOSPITALIZATION & INSURANCE BENEFITS
3. VACATION PROVISIONS
4. FUNERAL LEAVE
5. BIRTHDAY OFFP
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 beginning with the 1st day of January 2025, the annual salary and per hour compensation of Clerk of Council is hereby fixed as follows:

That Megan R. Shorthouse is hereby appointed to the position of Clerk of Council for a period effective January 1, 2025.

EFFECTIVE JANUARY 1, 2025.....\$43,236.77 PER YEAR*
***WITH THE EXCEPTION OF NEW HIRES AS THEY ARE ADDRESSED IN SECTION SEVEN.**

Council hereby declares it necessary to create a position of Clerk of Council who shall serve for a period effective January 1, 2025. 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.

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.

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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. 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.

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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.

SECTION 6: NEW HIRE LANGUAGE

Should any full-time position in the City of Struthers become vacant; the salary for a new replacement employee will be set at 90% of the base salary in the first year. The employee will receive the full wage for said position after the employee completes one year of continuous, full-time service with the city in the new position. Any current, full-time employee of the City of Struthers, who has more than one year of continuous full-time service with the City, shall not be subject to a new hire schedule if he or she accepts a lateral transfer from one position to another with the City. In such instances, the current full-time employee shall be eligible for the full-rate immediately after accepting a lateral transfer to the new position. Said new hire provisions shall apply to Department Heads. (This Section maybe overridden by act of Council based on qualification of said new hire.)

SECTION 7: 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 8: 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 9: EFFECTIVE DATE

That this Ordinance is effective January 1, 2025.

SECTION 10: REPEALING

That Struthers City Ordinance No. 24-040 and any ordinance inconsistent herewith are hereby repealed.

SECTION 11: 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, 2025, as such, this ordinance shall take effect upon its passage and approval by the Mayor.

