

ORDINANCE NO. 2021-09

**AN ORDINANCE SPECIFYING THE STAFFING AND WAGES OF
EMPLOYEES OF THE VILLAGE OF FREDERICKTOWN**

WHEREAS, it is necessary to fairly compensate the employees of the Village of Fredericktown and to pay them a fair and proper wage, thus repealing Ordinance 2020-12; and

WHEREAS, a two and one-half percent (2½%) wage increase is being approved for all pay categories, with the exception of elected officials, and the Zoning Inspector; and

WHEREAS, it is Village Council’s desire to continue to maintain all positions within the Village workforce.

NOW, THEREFORE, BE IT ORDAINED by the Council of the Village of Fredericktown, Knox County, Ohio, as follows:

SECTION 1:

The Police Department of the Village of Fredericktown shall be composed of the following officers who shall be paid at the respective rates hereinafter:

- A. The Police Department shall consist of the following (in order of rank):
 - 1. One (1) Village Marshall, designated as the Chief of Police
 - 2. One (1) Sergeant
 - 3. Four (4) full-time Patrol Officers
 - 4. Four (4) part-time Patrol Officers
 - 5. Voluntary Auxiliary Patrol Officers (the number of Auxiliary Officers shall be determined by the Mayor and Chief of Police)

Upon the approval of an agreement between the Fredericktown Local School Board of Education and Village Council, the Mayor shall designate a full-time Patrol Officer to serve as the School Resource Officer (SRO) at Fredericktown Local Schools.

- B. The Police Department of the Village of Fredericktown shall be compensated from the Police Levy Fund and General Fund as follows:

1. CHIEF OF POLICE

The annual sum of \$58,066.25, payable biweekly at the same scheduled periods as other Village employees. In addition, thereto, the Chief of Police shall receive annual/monthly leave and applicable other benefits in the same proportion as all other full-time Village employees.

2. SERGEANT

Starting Rate	\$20.37 per hour
After Six Months	\$21.25 per hour
Beginning Third Year	\$22.09 per hour
Beginning Seventh Year	\$22.79 per hour
Beginning Fifteenth Year	\$22.98 per hour

3. PATROL OFFICER

Starting Rate	\$19.87 per hour
After 6 Months	\$20.75 per hour
Beginning Third Year	\$21.59 per hour
Beginning Seventh Year	\$22.29 per hour
Beginning Fifteenth Year	\$22.48 per hour

- 4. **PART-TIME PATROL OFFICER** \$19.39 per hour
- 5. **SCHOOL RESOURCE OFFICER** Per FLS Agreement (2018-11)
- 6. **AUXILIARY PATROL OFFICER** Unpaid Volunteer

SECTION 2:

With the exception of the Police Department, employees of the Village of Fredericktown shall be staffed as follows, and shall receive their respective compensation for those approved positions hereinafter:

A. VILLAGE ADMINISTRATOR

The annual sum of \$69,297.93, payable biweekly at the same scheduled periods as other Village staff. Said sum to be apportioned twenty-five percent (25%) from the Water Fund, twenty-five percent (25%) from the Sewer Fund, and fifty percent (50%) from the Village General Fund. In addition, thereto, the Village Administrator shall receive annual/monthly leave and insurance benefits in the same proportion as all other full-time Village employees.

B. FISCAL OFFICER/CLERK OF COUNCIL

The annual sum of \$46,125.00, payable biweekly at the same scheduled periods as other Village employees. Said sum to be apportioned twenty-five (25%) from the Water Fund, twenty-five (25%) from the Wastewater Fund, and fifty percent (50%) from the Village General Fund. In addition, thereto, the Fiscal Officer shall receive annual/monthly leave and insurance benefits in the same proportion as all other full-time Village employees.

C. UTILITY CLERK (WATER & SEWER)

- 1. The rate of compensation for Utility Clerk (water and sewer) shall be as follows:
 - (a) Utility Clerk shall be apportioned fifty percent (50%) from the Water Fund, fifty percent (50%) from the Sewer Fund.

Starting Rate	\$16.25 per hour
After Six Months	\$17.35 per hour
Beginning Third Year	\$17.91 per hour
Beginning Seventh Year	\$18.40 per hour
Beginning Fifteenth Year	\$19.10 per hour

D. ZONING INSPECTOR \$3,300 per year

E. UTILITIES SUPERINTENDENT

The annual sum of \$65,334.43, payable biweekly at the same scheduled periods as other Village employees. Said sum to be apportioned thirty percent (30%) from the Water Fund, sixty percent (60%) from the Sewer Fund, and ten percent (10%) from the Village General Fund. In addition, thereto, the Utilities Superintendent shall receive annual/monthly leave and insurance benefits in the same proportion as all other full-time Village employees.

F. SERVICE DEPARTMENT FOREMAN

- 1. The rate of compensation for Service Department Foreman shall be as follows and apportioned fifty percent (50%) from the Water Fund, twenty percent (20%) from the Sewer Fund, and thirty percent (30%) from the Village general fund.

Starting Rate	\$19.59 per hour
After Six Months	\$20.68 per hour

Beginning Third Year	\$21.62 per hour
Beginning Seventh Year	\$22.44 per hour
Beginning Fifteenth Year	\$23.10 per hour

G. SERVICE DEPARTMENT WORKER

1. Rate of compensation for the Service Department Employees shall be as follows and apportioned thirty-three and one-third percent (33⅓ %) from the Water Fund, thirty-three and one-third percent (33⅓ %) from the Sewer Fund, and thirty-three and one-third percent (33⅓ %) from the Village General Fund.

Starting Rate	\$18.76 per hour
After Six Months	\$19.44 per hour
Beginning Third Year	\$20.16 per hour
Beginning Seventh Year	\$20.75 per hour
Beginning Fifteenth Year	\$21.53 per hour

H. ADDITIONAL CLASSIFICATIONS AND BASE RATE INCREASES

1. All Service Department Employees (Section 2, Items F and G) shall receive base pay plus the additional rate for the highest license held in each of the following classifications.

<u>Classification</u>	<u>License or Certificate Held</u>	<u>Additional Hourly Rate</u>
Backflow:	Certification	\$0.70
Water:	Class I Distribution	\$0.20
	Class II Distribution	\$0.40
	Class I Operator	\$0.35
	Class II Operator	\$0.70
	Class III Operator	\$1.00
Wastewater:	Class I Collection	\$0.20
	Class II Collection	\$0.40
	Class I Operator	\$0.35
	Class II Operator	\$0.70
	Class III Operator	\$1.00

2. With the approval of the Mayor or Village Administrator, the Village may pay an employee's expenses required to prepare for, test for, and to maintain any of the above OEPA classifications. If an employee fails to successfully complete the OEPA licensing procedure on their first attempt, the employee may be responsible for the costs of the future preparation and testing.

I. PART-TIME EMPLOYEES

1. Part-time workers in the Service Department shall be compensated at the hourly rate of \$10.25.

SECTION 3: LONGEVITY ADJUSTMENT

The experience, knowledge and contributions resulting from the years of public service will be recognized by an adjustment of \$.02 per hour per year of service for all categories of hourly-rated classified personnel upon anniversary date.

SECTION 4: OVERTIME

- A.** Overtime for pay purposes will be for all time worked or earned beyond the forty (40) hour work week. Only overtime approved by the Mayor and Chief of Police or Village Administrator will be compensated. Overtime shall be paid on a time and one-half basis. Overtime pay is calculated by multiplying the employee's "regular rate" by one and one-half times the number of overtime hours worked. The relevant work period is the seven (7) day work week and overtime compensation in the form of monetary compensation must be paid for work in excess of a forty-hour work week. Overtime will not be affected when an employee uses vacation, sick leave, or compensatory time in the work week. In the case of a holiday, employees will be paid their regular holiday pay.
- B.** All hourly employees may choose to be compensated for overtime by receiving monetary compensation or taking equivalent time off.
- C.** All hourly employees called in after-hours will be paid a minimum of one (1) hour.
- D.** It is the policy of the employees that changing shifts from day to day will not be considered for overtime (one may accumulate sixteen (16) hours worked in a twenty-four (24) hour period) unless the police officer has accumulated more than forty (40) hours of work in a seven (7) day work week as set forth in Section 4(B) above. If an employee is required to change shifts, he/she will be allowed at least eight (8) hours off daily.

SECTION 5: HEALTH INSURANCE & HEALTH REIMBURSEMENT AGREEMENT

All full-time employees shall be insured under a common plan of health care benefits unless an individual employee chooses to exempt themselves individually or their family, if any of the following apply:

- (1) The employee is married and his/her spouse has family health insurance coverage.
- (2) If the employee and his/her spouse sign and request to exempt themselves, their spouse and/or their dependents from the village health insurance plan.
- (3) The removal of the employee, spouse, and family is in no way detrimental to the village in premium costs or availability or to other village employees as determined at the sole and absolute discretion of the employer.

Any employee and spouse executing the exemption set forth herein shall not be required to pay for nor be entitled to any Village health insurance benefits to which other Village employees would be entitled. Any employee completing the proper exemption forms shall be entitled to an insurance compensation wage in an amount equal to the lesser of the monthly cost to the spouse's health insurance premium for the employee and his or her spouse or the Village's cost to insure the employee and his or her spouse through the village health insurance plan.

Full-time employees may apply to the Village for healthcare benefits. Employees covered under the Village healthcare plan shall pay twelve percent (12%) of the total cost of their employee healthcare premium and the Village shall cover the remaining eighty-eight percent (88%) of the cost of the said premium.

All full-time employees will have an HRA (Health Reimbursement Agreement) account (agreement in Fiscal Officers office) that is funded at One Hundred Dollars (\$100.00) per month per employee. The Fiscal Officer will administer this account.

SECTION 6: DEFINITIONS

- A. Full-time employee is defined as an employee working no less than two thousand eighty (2,080) hours per year (40 hours per week).
- B. Part-time employee is defined as an employee working less than two thousand eighty (2,080) hours per year.
- C. *Anniversary date* for an employee is defined as the date a given employee started working for the village in a full-time status.

SECTION 7: COMPENSATION FOR ELECTED OFFICIALS

Mayor \$8,700 per year Council Members \$3,000 per year

Compensation for elected officials to be apportioned thirty-three and one-third percent (33 $\frac{1}{3}$ %) from the Water Fund, thirty-three and one-third percent (33 $\frac{1}{3}$ %) from the Sewer Fund, and thirty-three and one-third percent (33 $\frac{1}{3}$ %) from the Village General Fund.

SECTION 8:

The effective date of the terms and provisions of this Ordinance shall be June 7th, 2021, and these terms and provisions shall remain in effect until they are repealed and/or replaced by the passage of relevant legislation.

SECTION 9:

Any and all ordinances and/or resolutions or portions thereof in direct conflict herewith be, and the same are herewith repealed.

PASSED: _____

Jerry L. Day, Mayor

ATTEST: _____
Suzan Graves, Fiscal Officer