

ORDINANCE NO. 3 - 82

AN ORDINANCE AMENDING THE SALARY ORDINANCE  
OF 1982 SO AS TO MAKE UNIFORM VACATION,  
HOLIDAYS, COMPENSATION TIME AND  
HOSPITALIZATION POLICIES FOR EMPLOYEES  
OF THE VILLAGE OF SPENCER AND TO DECLARE  
AN EMERGENCY

BE IT ORDAINED, by the Council of the Village of  
Spencer, Ohio, three-fourths (3/4) of its members con-  
curring herein as follows:

1. That the salary ordinance of the Village of  
Spencer for 1982, being Ordinance No. ~~1-81~~, is hereby  
amended, retroactive to January 1, 1982 by the addition  
of the following sections:

"SECTION 18: Full time employees of the Village of  
Spencer in non-elective offices shall be entitled to paid  
vacations under the following schedule:

One years completed service - 1 week vacation

One to five years completed service - 2 weeks  
vacation

Five and more years completed service - 3 weeks  
vacation

Application for vacation time in accordance with the  
above schedule must be submitted to the employees supervisor  
not less than fourteen (14) days prior to the commencement  
of the requested vacation unless vacation time off upon a  
shorter notice is approved by the employee's supervisor.  
Part time employees are not eligible for paid vacations.

SECTION 19: Additional salary for overtime work will not be paid to Village employees but where a Village employee works more than forty (40) hours per week in any seven (7) day period from Monday to Monday, then such employee will be excused from his or her regular duties for a time equal to the overtime worked in said seven (7) day period. The compensation time off shall be approved by the supervisor of the employee. Any compensation time which has not been taken within one year of the date it was accrued shall lapse and be deemed to have been waived by the employee.

SECTION 20: Full time Village employees shall have the following paid holidays: New Years Day, Memorial Day, July 4, Labor Day, Thanksgiving Day and Christmas Day. Part time Village employees shall be excused from working on said holidays but they shall not be entitled to receive any compensation for said holidays. Part time employees who work on any of said holidays shall be compensated at their regular rate for the time worked on said holidays. Any full time Village employee who is required to work on any of said holidays shall be entitled to additional compensation time off in an amount equal to one and one-half (1-1/2) times the actual time worked on said holidays in accordance with the provisions of Section 18 hereof.

SECTION 21: All full time employees of the Village of Spencer in non-elective offices shall be entitled to hospitalization insurance under a policy of insurance selected by the

Village in its sole discretion and paid for by the Village under the terms and conditions set forth in said policy of insurance and according to rules and regulations approved by the Village Council."

2. This Ordinance is hereby declared to be an emergency measure necessary for the public peace, health, safety and welfare of the Village of Spencer, Ohio and for the specific reason that the foregoing vacation, holiday, compensation time and hospitalization policies are immediately necessary to continue proper public services in the Village of Spencer, and that this Ordinance shall be in full force and effect from and after its passage.

PASSED: April 28, 1982

Sidney E. Dooy  
Mayor

ATTEST:

Dulores M. Wey  
Clerk