

ORDINANCE NO. 2 -93

AN ORDINANCE FIXING THE MAXIMUM SALARY AND/OR WAGES
OF THE OFFICIALS AND EMPLOYEES OF THE VILLAGE OF
SPENCER, OHIO, AND DECLARING AN EMERGENCY

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

SECTION 1: The salary of the Mayor of the Village of
Spencer shall be \$2,000.00 per annum, payable semi-annually
effective January 1, 1993.

SECTION 2: The salary of the Clerk-Treasurer of the Village
of Spencer Council shall be \$3,780.00 per annum, payable monthly,
effective January 1, 1993.

SECTION 3: The salary of the Clerk-Treasurer of the Board
of Public Affairs shall be \$4,536.00 per annum, payable monthly,
effective January 1, 1993.

SECTION 4: The salary of the Council members of the Village
of Spencer shall be \$600.00 per annum, payable semi-annually,
effective January 1, 1993.

SECTION 5: The salary of the members of the Board of Public
Affairs shall be \$600.00 per annum, payable semi-annually, for
terms effective January 1, 1993.

SECTION 6: The salary of the Village Solicitor for ordinary services shall be \$6,365.00 per annum, payable \$1,591.25 quarterly, plus out-of-pocket expenses and advancements effective January 1, 1993. Ordinary Solicitor's services shall include attendance at regular and special meetings of Council, preparation of all ordinances, written resolutions, and written motions of Council and related documents, any legal research necessary therefor, and legal advice and opinions rendered to the Mayor, Council, and the Board of Trustees for Public Affairs. All other services for the Village of Spencer as rendered by the Solicitor shall be compensated at the rate of \$75 per hour, payable monthly upon presentation by the Solicitor of a written statement of charges.

SECTION 7: The salary of the Assistant Village Solicitor, who shall handle all Village prosecutions and such other duties assigned by the Village Solicitor, shall be \$3,182.00 per annum, payable \$795.50 quarterly, effective January 1, 1993.

SECTION 8: The salary of the Superintendent of the Water Plant and Water Distribution System for Water Treatment shall be \$11,853.24 per annum, commencing January 1, 1993, and payable once every two weeks. The Superintendent shall also receive an annual \$125.00 clothing allowance. Whenever the Superintendent furnishes his own backhoe for Village work, he shall be paid

\$30.00 per hour for the use of said backhoe upon approval of the Board of Public Affairs.

SECTION 9: The salary of the Superintendent of the Sanitary Sewer System shall be \$10,641.96 per annum, effective January 1, 1993, and payable once every two weeks. The Superintendent shall also receive an annual \$125.00 clothing allowance. Whenever the Superintendent furnishes his own backhoe for Village work, he shall be paid \$30.00 per hour for the use of said backhoe upon approval of the Board of Public Affairs.

SECTION 10: The salary of the Technical Supervisor for the Water Plant and Water Distribution System shall be \$100.00 per month, payable monthly, commencing January 1, 1993.

SECTION 11: The salary of the Consultant for the Sanitary Sewer System shall be \$100.00 per month, payable monthly, commencing January 1, 1993.

SECTION 12: The salary of the collector of water and sewer rents shall be \$700.00 per annum, payable semi-annually, effective January 1, 1993.

SECTION 13: The salary of the Village Street and Maintenance Superintendent shall be \$19,895.05 per year, effective January 1, 1993, and payable once every two weeks. The

Superintendent shall also receive an annual \$250.00 clothing allowance.

SECTION 14: The salary of the Park and Construction Supervisor shall be \$1,773.40 per year effective January 1, 1993, and payable once every two weeks.

SECTION 15: The salary of the part-time Chief of Police for the Village of Spencer shall be \$8.36 per hour, effective January 1, 1993, payable once every two weeks. The Chief of Police shall also receive an annual \$250.00 uniform allowance.

SECTION 16: Part-Time Patrolman. The salary of a part-time patrolman for the Police Department of the Village of Spencer, Ohio, shall be an hourly wage based upon time in service, payable once every two weeks, under the following schedule, effective January 1, 1993, to wit:

TIME IN SERVICE OF VILLAGE OF SPENCER	HOURLY WAGE
0 - 1 year.....	\$6.22
1 - 2 years.....	\$6.48
2 - 4 years.....	\$6.76
over 4 years.....	\$7.00

Part-time patrolman shall also receive an annual \$250.00 uniform allowance.

SECTION 16(a): Full-Time Patrolman. The salary of a full-time patrolman for the Police Department of the Village of Spencer, Ohio, shall be \$15,171.43 per annum commencing January 1, 1993, payable once every two weeks. The full-time patrolman shall receive an additional annual \$250.00 uniform allowance.

The full-time patrolman shall not be entitled to hospitalization insurance under a policy of insurance selected by and paid for by the Village of Spencer.

SECTION 17: Part-time Special Patrolmen. The salary for the part-time special patrolmen for the Village Police Department shall be \$1.00 per year. In addition such patrolmen shall be compensated for their services in court appearances and emergencies and not more than fifteen (15) hours per week as designated by the Chief of Police according to the following schedule, effective January 1, 1993, to wit:

TIME IN SERVICE OF VILLAGE OF SPENCER	HOURLY WAGE
0 - 1 year.....	\$6.22
1 - 2 years.....	\$6.48
2 - 4 years.....	\$6.76
over 4 years.....	\$7.00

A part-time special patrolman of the Village Police Department after eighteen (18) months of special police service

shall receive a \$250.00 annual clothing allowance, which shall be paid yearly, so long as the special patrolman has worked a minimum of 240 hours the previous year.

Part-time special patrolmen assigned to regular duty when required by vacation or illness of regular duty officers shall receive hourly wages as above-designated based on time in service.

Wages of part-time special patrolmen shall be paid once every two weeks.

SECTION 18: Certain other Village employees shall be paid once every two weeks in accordance with the following hourly pay schedule, effective January 1, 1993, to wit:

Snow removal.....	\$5.50
Winter and summer help for regular Street Department duties.....	\$5.50
Winter and summer help for construction projects.....	\$5.50
Winter and summer help for Water and Sewer Department.....	\$5.50
Repair water breaks.....	\$5.50
Cleaning person and meter reader.....	\$5.50
Project construction inspectors.....	\$5.50

SECTION 19: The salary of the part-time Dispatcher-Typist for the Village of Spencer shall be \$5.95 per hour, effective January 1, 1993, payable once every two weeks.

SECTION 20: The Village Zoning Inspector shall receive a salary of one-half (1/2) of the certificate fees he collects, effective January 1, 1993. Zoning certificates in the Village of Spencer shall cost as follows:

Residential.....\$20.00

Commercial.....\$40.00

SECTION 21: Full-time employees of the Village of Spencer in non-elective offices shall be entitled to paid vacation under the following schedule:

One year completed service
from date hired.....1 week vacation

Two to five years completed
service from date hired.....2 weeks vacation

Six or more years
completed service from date
hired.....3 weeks vacation

Application for vacation time in accordance with the above schedule must be submitted to the employee's supervisor and Village Clerk 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 vacation.

SECTION 22: Additional compensation for overtime work will not be paid to Village employees except as required by the Fair Labor Standards Act or other applicable federal or state law.

When overtime compensation is required by law and to the extent only as required by law, overtime compensation shall be in the form of compensatory time if permitted by law, which compensatory time shall be computed as follows: When a Village employee works more than forty (40) hours per week in any seven (7) day period from midnight Friday to midnight Friday, then such employee will be excused from his or her regular duties for a time equal to one and one half (1 1/2) the overtime worked in said seven (7) day period. The compensatory time off shall be approved by the supervisor of the employee. Compensation time off shall be used by the Employee within thirty (30) days from date of accrual of same unless the employer extends the period of use. Otherwise, the accrued compensatory time shall be lost to the employee. This section pertaining to time and one half (1 1/2) compensatory time has been effective since April 15, 1986. However, such compensatory time is not available to any employee who receives monetary compensation for overtime as required by law. Overtime shall be avoided except for emergency reasons. Where possible, the employee shall take time off in a given forty (40) hour work week if overtime is anticipated.

SECTION 23: Full-time Village employees shall have the following paid holidays: New Year's Day, Memorial Day, July 4th, Labor Day, Thanksgiving and Christmas. Full-time employees who are required to work on any of these holidays shall be

compensated at the rate of time and one-half (1 1/2) as compared to their regular compensation for hours actually worked.

Part-time employees shall not be entitled to receive additional 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.

SECTION 24: All full-time employees of the Village of Spencer in non-elective offices, except full time patrolman as provided in Section 16(a) hereof, 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 pursuant to the terms and conditions set forth in said policy.

SECTION 25: Full-time employees of the Village of Spencer shall accrue sick pay benefits as provided for by Section 124.38 of the Ohio Revised Code, thereby receiving 4.6 hours of sick pay benefit for every eighty (80) hours worked. Part-time employees of the Village of Spencer shall not accrue any sick pay benefits.


SECTION 26: Funeral Time Off. Full-time employees of the Village of Spencer shall be entitled to three (3) days off with pay for death in the immediate family. Immediate family shall include mothers, fathers, brothers, sisters, and children of the employee and/or the employee's spouse.

SECTION 27: Full-time employees shall take one-half (1/2) hour for lunch time except in time of emergency; full-time employees shall not be paid for lunch time.

SECTION 28: Members of the Planning Commission of the Village of Spencer shall serve without compensation.

SECTION 29: This Ordinance is hereby declared to be an emergency measure necessary for the preservation of the public peace, health, safety and welfare and for the particular reason that said Ordinance provides for the payment of salaries and wages to Village employees thereby assuring to the residents of the Village of Spencer a constant and uninterrupted service from all Village Departments; and it shall take effect and be in full force immediately upon its passage.

PASSED:



GENE CLIFFORD, Mayor

ATTEST:



ROBIN M. COLEMAN, Clerk