

ORDINANCE NO. 4-09

**AN ORDINANCE AMENDING SECTIONS 7, 9, AND 13 OF
ORDINANCE NO. 1-09 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, 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 \$4,000.00 per annum, payable semi-annually, effective the first pay of 2009.

SECTION 2: The salary of the Village Fiscal Officer/Clerk of Council of the Village of Spencer shall be \$18,540 per annum, payable once every two (2) weeks effective the first pay of 2009. The Village Fiscal Officer/Clerk shall be entitled to one week's paid vacation.

The Village Fiscal Officer/Clerk of Council must attend all Council and finance meetings and shall have an up-to-date financial report prepared for all Council and Board of Public Affairs meetings.

The Village Fiscal Officer shall work a minimum of twenty (20) hours per week. The Village Fiscal Officer's office shall be open Monday through Friday from 9:30 a.m. to 1:30 p.m.

The Village Fiscal Officer's office may be closed on all Village holidays.

SECTION 3: The salary of the Council members of the Village of Spencer shall be \$100.00 per month, payable semi-annually, effective the first pay of 2009.

SECTION 4: The salary of the members of the Board of Public Affairs shall be \$70.00 per month, payable semi-annually, effective the first pay of 2009.

SECTION 5: The salary of the Village Solicitor for ordinary services shall be \$9,629.14 per annum, payable \$2,407.29 quarterly, plus out-of-pocket expenses and advancements, effective the first pay of 2009. 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 \$85.00 per hour, payable monthly upon presentation by the Solicitor of a written statement of charges.

SECTION 6: The salary of the Village Solicitor, who shall handle all Village prosecutions and such other duties assigned by the Village Solicitor, shall be \$6,229.32 per annum, payable \$1,557.33 quarterly, effective the first pay of 2009.

Distribution System and at the direction of the Mayor. Volunteer help shall not work more than forty (40) hours per week.

SECTION 9: The hourly wage of the part-time general help shall be \$9.02 per hour, payable once every two (2) weeks, effective the first pay of 2009. Fifty percent (50%) of the part-time general help's hourly wage shall be chargeable to the Water Fund and fifty percent (50%) to the Sewer Fund. The Village shall annually furnish to the part-time general help uniforms consisting of two (2) sweatshirts, two (2) t-shirts, and one (1) hat. The part-time general help shall be required to wear the Village of Spencer uniform to work each day.

SECTION 10: The Village Fiscal Officer assistant/trainer shall be paid once every two (2) weeks effective the first pay of 2009, in accordance with the following hourly pay scale not to exceed fifty (50) hours per pay period:

General Fund. \$16.48

SECTION 11: The hourly wage of the part-time water/sewer clerk (which includes collecting and sending out water/sewer bills, calculating penalties, notifying shutoffs, taking telephone messages if the Fiscal Officer is not in the office, attending all Board of Public Affairs meetings, and taking and typing minutes of Board of Public Affairs meetings) shall be \$12.36 per hour, payable once every two (2) weeks effective the first pay of 2009. The work hours of the

part-time water/sewer clerk shall not exceed fifty (50) hours per pay period unless approved by the Mayor.

SECTION 12: The salary of the collector of water and sewer rents shall be \$700.00 per annum, payable semi-annually, effective the first pay of 2009.

SECTION 13: The hourly wage of the Village Street and Maintenance Superintendent shall be \$15.91 per hour, effective the first pay of 2009, and payable once every two (2) weeks. The Village shall annually furnish to the Maintenance Superintendent uniforms consisting of five (5) sweatshirts, five (5) t-shirts, five (5) pairs of jeans, and one (1) hat. The Superintendent shall also receive \$50 annually toward a pair of work boots and \$50 every three (3) years toward a winter coat. The Superintendent shall purchase the work boots and the winter coat out-of-pocket and then be reimbursed by the Village up to the \$50 limit as set forth above. The Maintenance Superintendent shall be required to wear the Village of Spencer uniform to work each day.

SECTION 14: The salary of the Chief of Police for the Village of Spencer shall be \$48,000.00 per annum, effective the first pay of 2009, payable once every two (2) weeks. The Chief of Police shall not be entitled to hospitalization benefits; however, if the Chief of Police determines that he wants the Village of Spencer to provide hospitalization benefits, he may request hospitalization benefits, and the Chief of Police's salary will be renegotiated at that point

in time. The Chief of Police shall receive an annual \$500.00 uniform allowance. The Chief of Police shall receive no overtime pay.

SECTION 15: The hourly wage of the full-time patrolmen for the Village of Spencer Police Department shall be payable once every two (2) weeks, commencing the first pay of 2009, as follows: \$14.00 per hour for the first six months of service and \$15.00 per hour for the second six months of service. The full-time patrolmen shall receive an additional annual \$500.00 uniform allowance. The full-time patrolmen shall be entitled to hospitalization insurance under a policy of insurance selected and paid for by the Village of Spencer, subject to the terms as set forth in Section 23 of this Ordinance.

SECTION 16: All officers other than the Chief of Police and full-time patrolmen are considered Special Patrolmen. The Special Patrolmen shall be paid \$1.00 per year.

Special Patrolmen shall be compensated for emergencies, court appearances, and regular duty as assigned by the Chief of Police, a total not to exceed sixty (60) hours per pay period and to be paid once every two (2) weeks, according to the following schedule, effective the first pay of 2009:

<u>Time in Service</u>	<u>Hourly Wage</u>
0 - 4 years	\$10.61
4 - 10 years.	\$11.04
10 or more years.	\$12.41

and are entitled to \$250.00 uniform allowance after completion of 240 hours of service. Every effort shall be made to spread hours to all available officers.

SECTION 17: Certain other Village employees shall be paid once every two (2) weeks in accordance with the following hourly pay schedule, effective the first pay of 2009, to-wit:

Winter and summer help for Park and Street Department duties. . . .	\$9.02
Cleaning person	\$9.02
Project construction inspectors . .	\$9.02

SECTION 18: The hourly wage of the part-time Police Department office administrator for the Village of Spencer shall be \$9.27 per hour, for thirty (30) hours, not to exceed sixty (60) hours per pay period without the Chief of Police's prior approval, effective the first pay of 2009, payable once every two (2) weeks.

SECTION 19: The Village Zoning Inspector shall receive a salary of \$200.00 per month effective the first pay of 2009.

SECTION 20: For full-time employees, other than employees in the Police Department, a forty (40) hour work week constitutes work hours from 7:00 a.m. to 3:30 p.m., Monday through Friday, with one-half (1/2) hour for lunch.

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 of hire. 1 week vacation

Two to five years completed
 service from date of hire2 weeks vacation

Five to ten years completed
 service from date of hire3 weeks vacation

Over ten years.3 weeks vacation plus
 1 day for each year
 after completing ten
 years of service with a
 maximum of six weeks
 vacation

The Village Fiscal Officer shall be entitled to paid vacation
 under the following schedule:

One year completed service
 from date of hire. 1 week vacation

Two to five years completed
 service from date of hire. . . . 1 week, 2 days vacation

Five to ten years completed
 service from date of hire. . . . 1 week, 3 days vacation

Over ten years.1 week, 3 days vacation
 plus 2 hours for each
 year after completing
 ten years of service
 with a maximum of
 six weeks vacation

Application for vacation time in accordance with the above
 schedule must be submitted to the employee's supervisor and Village
 Fiscal Officer not less than fourteen (14) days prior to the
 commencement of the requested vacation, unless vacation time off upon

it shall take effect and be in full force immediately upon its passage.

PASSED:



TOMMY RAMEY, Mayor

ATTEST:



SHERI RAMEY, Village Fiscal Officer