

ORDINANCE NO. 2 -84

BY: J. Schmidt

To establish hours of work, working conditions, rates of pay and fringe benefits, for all employees of the City, effective as of January 1, 1984, and to declare an emergency.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF BEXLEY, OHIO:

Section 1. That the elected officials of the City of Bexley are to be paid in the manner prescribed by the Charter and Ordinances. All other pay rates shall be set by the Mayor with the consent of Council.

- A. That the Police Officers will be paid according to Schedule I.
- B. That all full-time salaried employees (except elected officials) will be paid according to Schedule II.
- C. That all hourly employees will be paid according to Schedule III.
- D. That all part-time salaried employees will be paid according to Schedule IV.
- E. That all part-time, temporary and casual employees other than salaried employees, will be paid according to Schedule V.

Section 2.

SCHEDULE I

All police officers will be paid 26 pays per year. The annual salaries effective January 1, 1984, will be paid from the following schedule. This pay shall become effective at the start of the two week pay period following each patrolman's anniversary date.

PATROLMEN

Beginning 1st year	\$ 15,254.00
Beginning 2nd year	17,682.00
Beginning 3rd year	19,722.00
Beginning 4th year	21,762.00
Beginning 5th year	23,803.00

SERGEANT

\$ 26,524.00

LIEUTENANT

\$ 29,924.00

CHIEF

\$ 34,003.00

Any new officers hired after January 1, 1984, will start at an annual salary of \$15,254.00 and will be paid this amount during their first year of employment.

All police officers, from patrolman to and including the rank of Chief, shall be entitled to longevity pay effective on each officer's anniversary date, which is the date he or she started working for the City. Such longevity pay shall be paid annually and will be included in the next regular pay following the officer's anniversary date as follows:

Beginning 10th year	\$ 300.00
Beginning 15th year	450.00
Beginning 20th year	600.00

All officers shall be furnished insurance as follows: Blue Cross, Blue Shield, and Major Medical effective the first day of the month following date of hire; Dental Insurance, and Life Insurance of \$10,000 until age 70, effective after thirty (30) days of employment.

Holidays for the police officers and radio dispatchers will be: New Years Day, Lincoln-Washington's Birthday, Memorial Day, Independence Day, Labor Day, Columbus Day, Veteran's Day, Thanksgiving Day, and Christmas Day. Compensation for the preceding holidays will be figured as an extra paid day and will be included in the regular payroll in which the holiday occurs, except that any person absent the working day before or after a holiday, without prior approval, shall not be paid for that holiday.

The vacations, with pay, will be granted on the anniversary date of hire on the following basis:

- A. Two (2) calendar weeks after one year of continuous service.
- B. Three (3) calendar weeks after seventh year of continuous service.
- C. Four (4) calendar weeks after fourteenth year of continuous service.
- D. Five (5) calendar weeks after twenty-first year of continuous service.

A calendar week is defined as five (5) working days. Vacations must be taken within twelve (12) months following the date that the vacations are earned. Vacations cannot be accumulated from one anniversary year to the next anniversary year.

Each officer of the Police Department is hereby authorized and empowered to purchase various articles of clothing to be worn as part of his or her uniform as prescribed by the Mayor, not exceeding the sum of \$400.00 per calendar year. This allowance includes members of the plain-clothes division. That the invoices for all such purchases be made to the City of Bexley; that the Auditor be, and he hereby is, authorized and directed to honor such invoices up to the amount of \$400.00 per calendar year for each uniformed member of the Police Department and up to the amount of \$400.00 per calendar year for each member of the plain-clothes division and issue proper vouchers for the payments of the same; provided, however, that the sum shall be increased to a maximum of \$700.00 during the first year of employment for any member of the Police Department.

Officers of the Police Department shall be entitled to sick leave as stipulated in Ordinance No. 22-81.

Any officer working overtime shall be paid for any hours in excess of forty (40) hours per week, excluding the change of "trick time", at a rate of one and one-half (1½) times his or her hourly rate as set forth in the above schedule; except that in the case of Bexley Mayor's Court appearances a minimum of two (2) hours overtime will be paid, and in the case of all other Court appearances a minimum of three (3) hours overtime will be paid. In the case of an officer's overtime resulting from attendance at a regularly scheduled training or educational school, class or clinic, overtime will be calculated at one and one-half (1½) times the number of hours worked, and the officer will have the choice of paid overtime or compensatory time which will be scheduled subject to the approval of the Chief. Selected compensatory time cannot be accumulated from one calendar year to the next without approval of the Chief of Police; however, in no case shall the extended accumulated time exceed sixteen (16) hours carry-over to the next calendar year.

The following civilian members of the Police Department will be paid as follows:

A. RADIO DISPATCHERS (4):

Beginning 1st year	\$ 12,712.00
Beginning 2nd year	14,961.00
Beginning 3rd year	16,322.00

The radio dispatchers will receive the same employment benefits as previously stated in Schedule I, except that the clothing allowance will be \$300.00 per year and longevity compensation does not apply.

B. PARKING CONTROL OFFICER:

Beginning 1st year	\$ 12,712.00
Beginning 2nd year	14,961.00
Beginning 3rd year	16,322.00

C. DOG WARDEN:

Beginning 1st year	\$ 12,712.00
Beginning 2nd year	14,961.00
Beginning 3rd year	16,322.00

The parking control officer and the dog warden will receive the same employment benefits as previously stated in Schedule I, except that the clothing allowance will be \$300.00 per year, any holidays and overtime worked will be compensated in compensatory time off, and longevity compensation does not apply. Compensatory time will be calculated at one and one-half (1½) times the overtime hours worked.

Police officers and radio dispatchers will receive two (2) personal days per year, at the discretion of the Chief of Police. These personal days are non-accumulative and are not considered sick days or holidays, and, therefore, are not subject to the officer receiving pay in lieu of the days off.

All full-time police personnel who serve on military duty or jury duty, at less than their regular rate of pay, shall be paid the difference by the City.

SCHEDULE II

Assistant Service Director	\$ 20,000 - \$ 30,046
Deputy Auditor	15,000 - 22,500
Director of Recreation	19,000 - 27,883
Superintendent of Maintenance	19,000 - 27,883
Superintendent of Streets & Service	16,000 - 23,122
Sanitation Supervisors (2)	12,500 - 19,061
Superintendent of Parks	12,500 - 19,166
Supervisor of Recreation	16,000 - 18,226
Parks Supervisor	12,500 - 17,682
Superintendent of Water	15,000 - 19,440
Recreation Leader #1	4,500 - 8,569
Service Consultant	--- - 5,500
Administrative Assistant to Mayor	11,880 - 16,700
Code Enforcement Officer	16,000 - 18,040

The following positions will be paid based on the stated longev-schedule: Secretary to the Mayor, Secretary to the Building Department, Secretary to the Recreation Department, Assistant Deputy Auditor, Secretary to the Police Department, and Clerk of Courts/Administrative Aide to the Chief of Police:

Starting Rate	\$ 11,880.00
After 1st year	13,636.00
After 2nd year	14,214.00
After 3rd year	15,254.00

Any additional meeting time required by the job is being compensated for by the above salary schedule, except for Civil Service Commission meetings which will be compensated at an additional \$25.00 per meeting.

All elected officials and salaried employees shall be furnished insurance as follows: Blue Cross, Blue Shield, and Major Medical effective the first day of the month following date of hire; Dental Insurance, and Life Insurance of \$10,000 until age 70, effective after thirty (30) days of employment.

Holidays for salaried employees will be: New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, and Christmas Day. In addition, salaried employees shall be entitled to three (3) personal holidays to be taken during the calendar year at the discretion of the employee upon approval by the Department Head. Said personal holidays shall be accrued based on the number of months of continuous municipal service in each calendar year as follows: one personal holiday after one months service; one personal holiday after six months service; and one personal holiday after eight months service. If salaried employees work any sanctioned holidays, excluding personal holidays, they will be compensated in compensatory time off. Any employee absent the working day before or after a holiday, without prior approval, shall not be paid for the holiday.

The City will pay the entire cost of a basic cotton uniform for each employee as follows: Superintendent of Maintenance, Superintendent of Streets & Service, Superintendent of Parks, Parks Supervisor, Superintendent of Water Service, Assistant Service Director. In addition, each of the above will receive \$200.00 allowance each year for boots, gloves, parkas and other clothing required for the job. Invoices should be made to the City of Bexley and the Auditor is authorized to pay said invoices up to \$200.00 for each person per year.

That vacations with pay will be granted on the anniversary of hire, unless otherwise approved by the Mayor and the Auditor, on the following basis:

- A. Two (2) calendar weeks after first year of continuous service.
- B. Three (3) calendar weeks after seventh year of continuous service.
- C. Four (4) calendar weeks after fourteenth year of continuous service.
- D. Five (5) calendar weeks after twenty-first year of continuous service.

Vacations must be taken within twelve (12) months following the anniversary dates. A calendar week is defined as five (5) working days. Vacations cannot be accumulated from one anniversary year to the next anniversary year.

All salaried employees who serve on jury duty or military duty, at less than their regular rates of pay, shall be paid the difference by the City.

Salaried employees shall be entitled to sick leave as stipulated in Ordinance No. 22-81.

All salaried personnel will be paid 26 pays per year from the previous schedule of rates. Salaried employees who are required to work overtime (in excess of forty (40) hours per week) will receive compensatory time off at the discretion of the Mayor and Auditor. Such compensatory time will be calculated at one and one-half (1½) times the overtime hours worked.

The Parks Supervisor may live on the Jeffrey grounds in quarters assigned to him, at the expense of the City.

The Superintendent of Streets and Service may reside in quarters in the Jeffrey Mansion, at the expense of the City.

SCHEDULE III

REFUSE COLLECTOR

Starting Rate	(Step 1)	\$ 5.51
After 120 days	(Step 2)	6.10
After 1 year	(Step 3)	7.02
After 18 months	(Step 4)	8.21

VEHICLE & ELECTRICAL MAINTENANCE SPECIALIST

Starting Rate	(Step 1)	\$ 5.72
After 120 days	(Step 2)	6.32
After 1 year	(Step 3)	7.24
After 18 months	(Step 4)	8.43

WATER SERVICE SUPERVISOR

Starting Rate	(Step 1)	\$ 5.72
After 120 days	(Step 2)	6.32
After 1 year	(Step 3)	7.24
After 18 months	(Step 4)	8.43

MAINTENANCE MECHANIC

Starting Rate	(Step 1)	\$ 5.51
After 120 days	(Step 2)	6.10
After 1 year	(Step 3)	7.02
After 18 months	(Step 4)	8.21

PUBLIC SERVICE WORKER

Starting Rate	(Step 1)	\$ 5.51
After 120 days	(Step 2)	6.10
After 1 year	(Step 3)	7.02
After 18 months	(Step 4)	8.21

WATER METER READER

Starting Rate	(Step 1)	\$ 5.51
After 120 days	(Step 2)	6.10
After 1 year	(Step 3)	7.02
After 18 months	(Step 4)	8.21

STREET MAINTENANCE SUPERVISOR

Starting Rate	(Step 1)	\$ 7.02
After 120 days	(Step 2)	7.67
After 1 year	(Step 3)	8.67
After 18 months	(Step 4)	9.31

CUSTODIAL WORKER

Starting Rate	(Step 1)	\$ 5.29
After 120 days	(Step 2)	5.94
After 1 year	(Step 3)	6.91
After 18 months	(Step 4)	7.97

HOUSEKEEPER

Starting Rate	(Step 1)	\$ 4.10
After 120 days	(Step 2)	4.64
After 1 year	(Step 3)	5.43

All hourly employees shall be furnished insurance as follows: Blue Cross, Blue Shield, and Major Medical effective the first day of the month following date of hire; Dental Insurance, and Life Insurance of \$10,000 until age 70, effective after thirty (30) days of employment.

All hourly employees will be paid weekly. The regular work week will be from 12:00 A.M. Thursday to 12:00 Midnight Wednesday, and the normal straight-time work week of employees will include five (5) days of eight (8) hours each.

One and one-half ($1\frac{1}{2}$) times the basic rate of pay will be paid for all work performed in excess of eight (8) hours in any one day or in excess of forty (40) hours per week, whichever overtime hours are greater, but not for both. Compensatory time may be used in lieu of cash payment at the option of the employee with the approval of the supervisor. Compensatory time will be calculated at one and one-half ($1\frac{1}{2}$) times the overtime hours worked.

For hourly employees, the City will pay the entire cost of a basic cotton uniform for each City employee using a uniform; in addition, the Meter Reader and Water Service Supervisor will receive a two hundred (200) dollar per year additional clothing allowance. Invoices should be made to the City of Bexley and the Auditor is authorized to pay said invoices.

All Schedule III employees of the City of Bexley shall be paid for their longevity, in addition to the hourly rate, at the following rates:

- A. In excess of five (5) years - \$.05 per hour;
- B. In excess of ten (10) years - .10 per hour;
- C. In excess of fifteen (15) years - .15 per hour;
- D. In excess of twenty (20) years - .20 per hour;

with the provision, however, that subsequent longevity increases in accordance with said schedule shall be made effective as of the anniversary date.

Vacations with pay will be granted on the anniversary date of hire, unless otherwise approved by the Mayor and Auditor, on the following basis:

- A. Two (2) calendar weeks after first year of continuous service.
- B. Three (3) calendar weeks after seventh year of continuous service.
- C. Four (4) calendar weeks after fourteenth year of continuous service.
- D. Five (5) calendar weeks after twenty-first year of continuous service.

Vacations must be taken within twelve (12) months following the anniversary date. A calendar week is defined as five (5) working days. Vacations cannot be accumulated from one anniversary year to the next anniversary year.

Hourly employees' holidays will be the same as those shown for salaried employees in Schedule II. Any classified hourly employee will receive double-time for any hours worked on a sanctioned holiday, as defined in Schedule II, and the extra pay will be included in the regular payroll in which the holiday occurs, except that any person absent the working day before or after a holiday, without prior approval, shall not be paid for that holiday.

The pay of the City Sanitarian shall be calculated at \$5.00 per hour to be paid periodically as invoiced, not to exceed \$2,600.00 per year, at the discretion of the Mayor and Auditor.

Hourly employees shall be entitled to sick leave as stipulated in Ordinance No. 22-81.

SCHEDULE IV

The salary of the City Solicitor shall be fifteen thousand eight hundred thirty two (\$15,832.00) dollars per year, to be paid monthly, or at the discretion of the Auditor. This annual salary does not include representation in litigation involving the City of Bexley or the Bexley School District.

The salary of the Health Commissioner shall be twenty-six hundred (\$2,600.00) dollars per year, to be paid monthly, or at the discretion of the Auditor. The City will pay the malpractice insurance of the Commissioner, not to exceed twelve hundred (\$1,200.00) dollars per year.

SCHEDULE V

PARKS AND RECREATION DEPARTMENT

Supervisors	\$ 3.35 to 8.00/hr.
Arts/Crafts Supervisors	3.35 to 10.00/hr.
Performing Arts Supervisor	3.35 to 10.00/hr.
Instructors	3.35 to 10.00/hr.
Specialists	3.35 to 10.00/hr.
General Recreation Leaders	3.35 to 6.00/hr.
Umpires/Referees	7.50 to 15.00/game
Scorekeepers	2.00 to 4.00/game
Park Attendants	3.35 to 6.00/hr.
Teen Center Attendants	3.35 to 5.00/hr.
Adult Education	5.00 to 20.00/hr.
Adult Recreation	3.35 to 25.00/hr.

ALL OTHER DEPARTMENTS, IF NOT LISTED ABOVE

Casual \$ 1.90 to 5.00/hr.

The official master file of pay records, including wages, vacations, holidays, overtime, sick time, etc., will be maintained in the Auditor's office and the departments will notify the Auditor of any changes in employee status on a pay period basis.

Section 3. That this ordinance shall be effective as of January 1, 1984.

Section 4. That all ordinances or parts of ordinances inconsistent herewith are hereby repealed as of January 1, 1984, and this ordinance is an emergency measure, necessary for the immediate preservation of the public peace, health and safety, said emergency being that these adjustments have been promised to employees as of January 1, 1984, and this ordinance shall go into force and effect upon its passage and approval by the Mayor.

Passed: February 14, 1984

John W. Bagley
President of Council

Attest: John W. Bagley
Clerk of Council

Approved: Feb 14, 1984

David H. Madison
David H. Madison
Mayor

*Feb 14, 1984 - First reading
Rules suspended
and adopted*