

ORDINANCE 2013- 20

**TO PROVIDE FOR COMPENSATION INCREASES
TO EMPLOYEES OF THE VILLAGE AND TO DECLARE AN EMERGENCY**

WHEREAS, Council has reviewed wages, salaries, and benefits of Village employees; and

WHEREAS, Council has determined it appropriate that Village employees have their pay adjusted for 2014 for the services rendered by said employees on behalf of the Village; and

NOW THEREFORE, be it ordained by the Council of the Village of Centerburg as follows:

Section 1: That the compensation ranges of pay for positions of employment within the Village for calendar year 2014 are fixed in conformance with R.C. §731.13 as follows:

- A. The Water Clerk shall be paid on a salary basis for performing the Village's water billing functions as a part-time employee. The Water Clerk's annual salary for 2013 was \$11,718.00. For 2014, the pay range for the Water Clerk shall be between the range of \$10,510.00 and \$12,260.00, payable bi-weekly. The Water Clerk's salary for 2014 shall be determined by the Clerk-Treasurer in conformance with the approved budget and certified by the Clerk-Treasurer and Village Administrator before December 31, 2013 on Exhibit A attached hereto.
- B. The hourly rate of the Utility Worker I (formerly Water Department Worker) for 2013 was \$15.47 per hour. For 2014, the pay range for the Utility Worker I shall be between the rate of \$13.72/hour and \$16.02/hour, payable bi-weekly. The Utility Worker I's pay rate for 2014 shall be determined by the Village Administrator in conformance with the approved budget and certified by the Clerk-Treasurer and Village Administrator before December 31, 2013 on Exhibit A attached hereto.
- C. **The 2013 annual salary of the full-time Village Administrator of \$52,642 shall be increased by ___ percent (___%) to the sum of \$___, payable bi-weekly for 2014.**
- D. The hourly rate of Utility Worker II for 2013 was \$16.79 per hour. For 2014, the pay range for the Utility Worker II shall be between the rate of \$14.39/hour and \$16.79/hour, payable bi-weekly. The Utility Worker II's pay rate for 2014 shall be determined by the Village Administrator in conformance with the approved budget and certified by the Clerk-Treasurer and Village Administrator before December 31, 2013 on Exhibit A attached hereto.
- E. Utility Worker III was a new position for 2013. Effective 9/4/2013, the rate of pay for Utility Worker III was \$18.00 per hour. For 2014, the pay range of Utility Worker III shall be

between the rate of 16.58/hour and 19.13/hour, payable bi-weekly. The Utility Worker III's pay rate for 2014 shall be determined by the Village Administrator in conformance with the approved budget and certified by the Clerk Treasurer and Village Administrator before December 31, 2013 on Exhibit A attached hereto.

- F. The hourly rate of the Utilities Superintendent for 2013 was \$22.00 per hour. For 2014, the pay range for the Utilities Superintendent shall be between the rate of \$18.89/hour and \$21.45/hour, payable bi-weekly. The Utilities Superintendent's pay rate for 2014 shall be determined by the Village Administrator in conformance with the approved budget and certified by the Clerk-Treasurer and Village Administrator before December 31, 2013 on Exhibit A attached hereto.
- G. The hourly rate for the part-time position of Zoning Administrator is authorized at a rate of \$12.00 per hour.
- H. The hourly rate of the Deputy Clerk for 2013 was \$14.29 per hour. For 2014, the pay range for the Deputy Clerk shall be between the range of \$11.86/hour and \$14.65/hour, payable bi-weekly. The Deputy Clerk's hourly rate for 2014 shall be determined by the Clerk-Treasurer in conformance with the approved budget and certified by the Clerk-Treasurer and Village Administrator before December 31, 2013 on Exhibit A attached hereto.
- I. **The 2013 annual salary of the Clerk/Treasurer of \$18,711 per year shall be increased by ____ (____%) to the sum of \$ _____ per year, payable bi-weekly for 2014.**
- J. The annual salary of the Mayor for the term from 2012 through 2015 shall be \$7,200 per year, payable bi-weekly.
- K. If the Clerk-Treasurer and Village Administrator fail to provide a certification of pay rates to Council at Council's first regular meeting of 2014 in the form set forth in Exhibit A attached hereto, then Council shall determine the pay rates for the Employees in conformance with the approved budget and the above pay ranges.
- L. The compensation of any existing employee shall not be reduced from the prior year without documentation of the employee's failure to meet performance standards or unless the budget warrants a similar decrease for all employees.
- M. Budgeted compensation for 2014 shall be increased by two percent (2.0%) for 2014 and any pay increases determined by the Clerk-Treasurer or Village Administrator shall be in conformance with the Budget.

Section 2. That Employees who are eligible and who are not covered by, or choose not to accept, the health insurance coverage provided by the Village, will receive a monthly payment of 10% of what said Employee's monthly health insurance premiums would have been, based on eligibility for family or single coverage, as additional compensation up to a maximum amount of \$150.00, which amount shall be payable as a lump sum payment on the second pay period of each month so long as said employee continues to decline Village health insurance coverage.

Section 3. That Employees who perform work related to water treatment, sewer, streets, utilities or maintenance shall receive annual reimbursement of up to \$150.00 for uniform expenses upon employee providing documentation of expenditures, which amount shall be paid in a one time payment.

Section 4. That, pursuant to Codified Ordinance §145.22, Longevity Pay, Council approves the following schedule of longevity payments based on years of service. Longevity payments shall be made to all eligible employees in the employment of the Village as of January 1 of 2013, with said longevity payments being made to the eligible employees by no later than January 31.

Years of Service	Longevity Pay
Five to nine years	\$200
Ten to fourteen years	\$400
Fifteen to nineteen years	\$600
Twenty or more years	\$800

Section 5. That, pursuant to Codified Ordinance §145.23, Council approves the following list of Approved License/Certifications and a one-time corresponding pay increase for each approved certification or license obtained by Employees during the 2014 calendar year. Pay increases for license/certifications received before the passage of this Ordinance are already incorporated into the hourly rates for said employees.

Approved License/Certification	Pay Increase
Water Distribution I	\$0.20/hour
Water Distribution II	\$0.40/hour
Water Operator I	\$0.35/hour
Waste Water Collection I	\$0.20/hour
Waste Water Collection II	\$0.40/hour
Waste Water Operator I	\$0.35/hour
Waste Water Operator II	\$0.70/hour

Section 6. That, pursuant to Codified Ordinance §145.29, Tuition Reimbursement, upon an Employee meeting the requirements thereof, the Village shall reimburse the employee up to an amount of \$1,000.00 per calendar year.

Section 7. That this Ordinance is determined to be an emergency arising out of the necessity to provide timely increases in compensation to the employees of the Village of Centerburg effective for the first full pay period in January, 2013.

WHEREFORE, this Ordinance shall take effect and be in force from and after its passage and approval by the Mayor.

DATE PASSED _____

PRESIDENT OF COUNCIL

ATTEST _____
CLERK OF COUNCIL

MAYOR

DATE APPROVED _____

APPROVED AS TO FORM:

LEGAL COUNSEL

I hereby certify that the ordinance or a summary of the ordinance was published once a week for two consecutive weeks on _____, 201__ and _____, 201__ in the *Mount Vernon News* in conformance with the Ohio Revised Code.

CLERK-TREASURER

**EXHIBIT A
CERTIFICATION OF WAGE RATES FOR 2014**

Effective beginning on the first day of the first full pay period of 2014, the specific rates of pay for the Village Employee's shall be fixed as follows:

Water Clerk: The Water Clerk's annual salary of \$11,718 shall be increased by _____ () or \$_____ annually to the annual salary \$_____.

Utility Worker I: The hourly rate of the Utility Worker I (f/k/a Water Department Worker) of \$15.47 per hour shall be increased by _____ () or \$_____ per hour to the rate of \$_____ per hour.

Utility Worker III: The hourly rate for the Utility Worker III of \$18.00 per hour shall be increased by _____ () or \$_____ per hour to the rate of \$_____ per hour.

Utilities Superintendent: The hourly rate for the Utilities Superintendent of \$22 per hour shall be increased by _____ () or \$_____ per hour to the rate of \$_____ per hour.

Zoning Administrator: The hourly rate for the part-time position of Zoning Administrator is authorized at a rate of \$12.00 per hour.

Deputy Clerk: The hourly rate of the Deputy Clerk of \$14.29 per hour shall be increased by _____ () or \$_____ per hour to the sum of \$_____ per hour.

I hereby certify the above wage rates for 2014 in conformance with Ordinance 2013-_____.

CLERK-TREASURER

VILLAGE ADMINISTRATOR