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ORDINANCE 2018-~~23~~

**TO PROVIDE FOR COMPENSATION INCREASES  
TO EMPLOYEES OF THE VILLAGE**

**WHEREAS**, Council has reviewed a wage, salary and benefits of Village employees; and

**WHEREAS**, Council has determined it appropriate that Village employees have their pay adjusted for 2019 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 2019 are fixed in conformance with R.C. §731.13 as follows:

- A. The Utility Billing Clerk shall be paid on a salary basis for performing the Village's utility billing functions as a part-time employee. The Utility Billing Clerk's annual salary for 2018 was **\$12,503.00**. For 2019, the pay range for the Utility Billing Clerk shall be between the range of \_\_\_\_\_ and \_\_\_\_\_, payable bi-weekly. The Utility Billing Clerk's salary for 2019 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, 2018 on Exhibit A attached hereto.
  
- B. The hourly rate of the Utility Worker I for 2018 was **\$14.00** per hour (Stockmaster), and **\$14.21** per hour (McDonald). For 2019, the pay range for the Utility Worker I shall be between the rate of \_\_\_\_/hour and \_\_\_\_/hour, payable bi-weekly. The Utility Worker I's pay rate for 2019 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, 2018 on Exhibit A attached hereto.
  
- D. The hourly rate of Utility Worker II for 2018 was \_\_\_\_\_ per hour. For 2019, the pay range for the Utility Worker II shall be between the rate of \_\_\_\_/hour and \_\_\_\_/hour, payable bi-weekly. The Utility Worker II's pay rate for 2019 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, 2018 on Exhibit A attached hereto.
  
- E. The hourly rate of Utility Worker III for 2018 was **\$19.14** per hour (Hawk). For 2019, the pay range for the Utility Worker III shall be between the rate of \_\_\_\_/hour

and \_\_\_\_/hour, payable bi-weekly. The Utility Worker III's pay rate for 2019 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, 2018 on Exhibit A attached hereto.

- F. The hourly rate of the Utilities Superintendent for 2018 was \$\_\_\_\_ per hour. For 2019, the pay range for the Utilities Superintendent shall be between \_\_\_\_/hour and \_\_\_\_/hour, payable bi-weekly. The Utilities Superintendent's pay rate for 2019 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, 2018 on Exhibit A attached hereto.
- G. The hourly rate of the Deputy Clerk for 2018 was **\$16.30** per hour. For 2019, the pay range for the Deputy Clerk shall be between the range of \_\_\_\_/hour and \_\_\_\_/hour, payable bi-weekly. The Deputy Clerk's hourly rate for 2019 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, 2018 on Exhibit A attached hereto.
- I. The salary of the Mayor for the term from 2016 through 2019 shall be **\$7,200** per year, payable bi-weekly.
- J. If the Clerk-Treasurer and Village Administrator fail to provide a certification of pay rates to Council at Council's first regular meeting of 2019 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 unless the budget warrants a similar decrease for all employees.
- M. Budgeted compensation for 2019 shall be increased by \_\_\_\_ (\_\_\_\_%) for 2019 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 reimbursement for uniform expenses of up to \$165 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 2019, with said longevity payments being made to the eligible employees by no later than January 31.

<b>Years of Service</b>	<b>Longevity Pay</b>
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 2019 calendar year. Pay increases for license/certifications received before the passage of this Ordinance are already incorporated in to the hourly rates for said employees.

<b>Approved License/Certification</b>	<b>Pay Increase</b>
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 certain Village employees are required to provide a cell phone as part of their duties for the Village and thus, said employees shall receive a monthly cell phone allowance as follows:

Position	Allowance
Mayor, Village Administrator, Utilities Superintendent	\$40/month
Employees whose position includes on call status	\$20/month

**Section 8.** 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 2019.

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

DATE PASSED 12-3-2018

ATTEST SIGNATURE ON FILE  
CLERK OF COUNCIL

SIGNATURE ON FILE

PRESIDENT OF COUNCIL

SIGNATURE ON FILE

MAYOR

DATE APPROVED 8/3/21

APPROVED AS TO FORM:

SIGNATURE ON FILE  
LEGAL COUNSEL

I hereby certify that the ordinance or a summary of the ordinance was published once a week for two consecutive weeks on December 10, 2018 and December 17, 2018 in the *Mount Vernon News* in conformance with the Ohio Revised Code.

SIGNATURE ON FILE  
CLERK-TREASURER

**EXHIBIT A**  
**CERTIFICATION OF WAGE RATES FOR 2019**

Effective beginning on the first day of the first full pay period of 2019, the specific rates of pay for the Village Employees shall be fixed as follows:

Utility Billing Clerk: The Utility Billing Clerk's annual salary of \$\_\_\_\_\_ shall be increased by \_\_\_\_\_ ( ) or \_\_\_\_\_ annually to the annual salary \_\_\_\_\_.

Utility Worker I: The hourly rate of the Utility Worker I of \_\_\_\_\_ per hour shall be increased by \_\_\_\_\_ ( ) per hour to the rate of \_\_\_\_\_ per hour.

Utility Worker II: The hourly rate of the Utility Worker II of \_\_\_\_\_ per hour shall be increased by \_\_\_\_\_ ( ) per hour to the rate of \_\_\_\_\_ per hour.

Utility Worker III: The hourly rate of the Utility Worker III of \_\_\_\_\_ per hour shall be increased by \_\_\_\_\_ ( ) per hour to the rate of \_\_\_\_\_ per hour.

Utilities Superintendent: The hourly rate of the Utilities Superintendent of \_\_\_\_\_ per hour shall be increased by \_\_\_\_\_ ( ) per hour to the rate of \_\_\_\_\_ per hour.

Deputy Clerk: The hourly rate of the Deputy Clerk of \_\_\_\_\_ per hour shall be increased by \_\_\_\_\_ ( ) per hour to the rate of \_\_\_\_\_ per hour.

I hereby certify the above wage rates for 2019 in conformance with Ordinance 2018-15.

\_\_\_\_\_  
CLERK-TREASURER

\_\_\_\_\_  
VILLAGE ADMINISTRATOR

**Exhibit A**  
**Certification of Wage Rates for 2019**

Effective beginning on the first day of the first full pay period of 2019, the specific rates of pay for the Village employees shall be fixed as follows:

- |                           |  |
|---------------------------|--|
| Utility Billing Clerk     | The annual salary for the Utility Billing Clerk (Nina Campbell) shall be increased by one and three-tenths percent (1.3%), or \$163, from \$12,503 to the annual salary of 12,666.   |
| Utility Worker I:         | The hourly rate of pay for Utility Worker I (Brandon McDonald) shall be increased from \$14.21 per hour by two percent (2.0%), or \$.28 per hour, to the rate of \$14.49 per hour.<br><br>The hourly rate of pay Utility Worker I Jacob Stockmaster remains at \$14.00 per hour. |
| Utility Worker II:        |  |
| Utility Worker III:       | The hourly rate of pay for Utility Worker III Wes Hawk shall be increased from \$19.14 per hour by two per-cent (2.0%), or \$.38 per hour, to the rate of \$19.52 per hour.  |
| Utilities Superintendent: |  |
| Zoning Administrator:     | The hourly rate of pay for the part-time position of Zoning Administrator is authorized at \$12.00 per hour.   |
| Deputy Clerk:             | The hourly rate of pay for the Deputy Clerk (Molly Thompson) shall be increased from \$16.30 per hour by two and sixty-four one-hundredths percent (2.64%), or \$.43 per hour, to the rate of \$16.73 per hour.  |

I hereby certify the above wage rates for 2019 are in conformance with Ordinance 2018-15.

SIGNATURE ON FILE

Clerk-Treasurer

SIGNATURE ON FILE

Village Administrator