

ORDINANCE NO. 8-95

CITY OF CENTERVILLE, OHIO

SPONSORED BY COUNCIL MEMBER J.V. Stanton ON THE 19<sup>th</sup> DAY OF June, 1995.

AN EMERGENCY ORDINANCE TO AMEND ORDINANCE NUMBER 33-94 AND TO ESTABLISH CLASS TITLES, PAY RANGES, GRADES, RATES OF PAY, AND REGULATIONS FOR EMPLOYEES ASSOCIATED WITH THE FOOD SERVICE, MAINTENANCE AND/OR GOLF OPERATIONS OF THE GOLF CLUB AT YANKEE TRACE, CITY OF CENTERVILLE, OHIO.

THE MUNICIPALITY OF CENTERVILLE HEREBY ORDAINS:

Section 1. General

That Ordinance Number 33-94 is hereby amended with the bracketed portions deleted and the italicized portions added.

Section 8. Employee Benefits

A. Seasonal and Temporary employees shall not be eligible for any fringe benefits except as otherwise specified herein.

B. Employees who work under 30 hours per week on a consistent basis shall not be eligible for any fringe benefits, *except as otherwise specified herein.*

C. The following classes of employees, who work a minimum of 30 hours per week on a consistent year-round basis, shall be eligible for the benefits designated below: Class I, II, III, IV[ and V] Yankee Trace Employees.

D. Those Yankee Trace employees designated above shall be eligible for the following benefits:

Vacation - according to the following schedule, accrued each pay period. *Vacation shall not be paid if employment terminates prior to one year of service.*

after 1 year but less than 2 years -	4 hours/month
after 2 years but less than 5 years -	6 hours/month
after 5 years but less than 10 years -	8 hours/month
after 10 years but less than 15 years -	10 hours/month
after 15 years + -	12 hours/month

Sick Leave - all eligible employees, after one year of service shall receive [4 days] *32 hours* of sick leave per year, to be accrued each pay period. *Sick leave shall not be paid if employment terminates prior to one year of service.*

Holidays - all eligible employees shall receive compensation for Christmas Day and New Year's Day. Pay shall be calculated on average hours worked per day over the previous 30 day period.

Employees shall be paid time and one half for hours worked on Easter and Thanksgiving Day, only if the scheduled hours are worked before and after the holiday.

Health Insurance - eligible employees who wish to be covered by the City's designated health insurance carrier for Yankee Trace employees, shall pay ½ the monthly premium for single or family coverage if they work from 30 - 39 hours per week and 1/3 the monthly premium for single or family coverage if they work 40 hours and over per week. *Health insurance shall be effective immediately for employees in Class I, II and III. There shall be a 90 day waiting period for employees in Class IV.*

*Life Insurance - each eligible employee shall receive a \$15,000 group term life insurance policy. The City shall pay the premium for such life insurance and the City Manager is hereby authorized to enter into a contract for such insurance. Life insurance shall be effective immediately for employees in Class I, II and III. There shall be a 90 day waiting period for employees in Class IV.*

*Family Leave - any Yankee Trace employee employed over 19 hours an week who has worked 1250 hours the previous year and who required leave for themselves or to care for a spouse, child or parent with a serious illness, or for the birth or adoption of a child, shall be entitled to unpaid family leave for up to 90 days. Upon approval of the City Manager, employees may use any accrued vacation or sick leave in order to be compensated during this time off.*

*Bereavement Leave - any Yankee Trace employee, upon authorization of the Department/Division Head, may receive one day of paid leave for the death of a relative.*

**Attachment A**

**C. Full-Time Yankee Trace Employees Class III**

All employees in Class III shall be paid within the designated pay range. Ranges and individual wages will not be affected by the annual wage adjustment. Each employee shall receive a six month evaluation and will be eligible for up to a 5% merit increase once per year, up to the maximum amount of the pay range. Each employee in Class III is eligible for benefits described in Section 8 of this Ordinance.

	min.	max.
Kitchen Manager	28,000	33,000
Sales and Banquet Coordinator	28,000	33,000
[Office Manager	22,000	27,000]
<i>Secretary to the Director of Food Service</i>	<i>18,000</i>	<i>24,000</i>
Dining Room/Banquet Supervisor	20,000	25,000
Golf Shop Manager	19,000	24,000
Yankee Trace Mechanic	19,000	24,000
Yankee Trace Groundskeeper	17,000	22,000
<i>Sous Chef</i>	<i>18,000</i>	<i>24,000</i>

D. Yankee Trace Employees Class IV

All employees in Class IV shall be paid within the designated scale. The scale and individual wages will not be affected by the annual wage adjustment. Each employee shall receive an evaluation at 30 days, 60 days and at one year, or as warranted, and if rated above average during the evaluations, shall receive an increase as provided for below. Each year thereafter, each employee will be eligible for up to a 5% merit increase. Each employee in Class IV who works an average of 30 hours per week on a consistent year-round basis, is eligible for benefits described in Section 8 of this Ordinance, *however, there shall be a 90 day waiting period for health and life insurance.*

[Title	Step 1	Step 2	Step 3	Step 4
Saute Cook	7.50	7.75	8.00	8.25
Dining Room Server	2.01	2.25	2.50	2.75
Head Bartender	6.75	7.00	7.25	7.50
Bartender	6.00	6.25	6.50	6.75
Broiler Cook	6.00	6.25	6.50	6.75
Banquet Set-up	6.00	6.25	6.50	6.75
Prep Cook	5.75	6.00	6.25	6.50
Salad Cook	5.75	6.00	6.25	6.50
Banquet Server	5.50	5.75	6.00	6.25
Server Assistant	4.50	4.75	5.00	5.25
Utility	4.50	4.75	5.00	5.25]

<i>Title</i>	<i>Step 1</i>	<i>Step 2</i>	<i>Step 3</i>	<i>Maximum</i>
<i>Broiler Cook</i>	<i>6.00</i>	<i>6.25</i>	<i>6.50</i>	<i>8.00</i>
<i>Saute Cook</i>	<i>8.00</i>	<i>8.25</i>	<i>8.50</i>	<i>10.00</i>
<i>Dining Room Server</i>	<i>2.01</i>	<i>2.25</i>	<i>2.50</i>	<i>2.75</i>
<i>Head Bartender</i>	<i>6.75</i>	<i>7.00</i>	<i>7.25</i>	<i>7.50</i>
<i>Bartender</i>	<i>6.00</i>	<i>6.25</i>	<i>6.50</i>	<i>6.75</i>
<i>Prep/Salad Cook</i>	<i>5.75</i>	<i>6.00</i>	<i>6.25</i>	<i>7.75</i>
<i>Banquet Server</i>	<i>5.50</i>	<i>5.75</i>	<i>6.00</i>	<i>6.25</i>
<i>Server Assistant</i>	<i>4.50</i>	<i>4.75</i>	<i>5.00</i>	<i>5.25</i>
<i>Hobart Tech</i>	<i>4.50</i>	<i>4.75</i>	<i>5.00</i>	<i>7.00</i>
<i>Hosti Trainer</i>	<i>7.50</i>	<i>7.75</i>	<i>8.00</i>	<i>8.25</i>
<i>Hosti</i>	<i>4.50</i>	<i>4.75</i>	<i>5.00</i>	<i>6.00</i>
<i>2nd Assistant Golf Pro</i>	<i>9.50</i>	<i>9.75</i>	<i>10.00</i>	<i>12.70</i>

The above listed food service employees may also be eligible to receive a portion of tips and gratuities collected in accordance with guidelines developed and administered by the Director of Food Service and approved by the Finance Director.

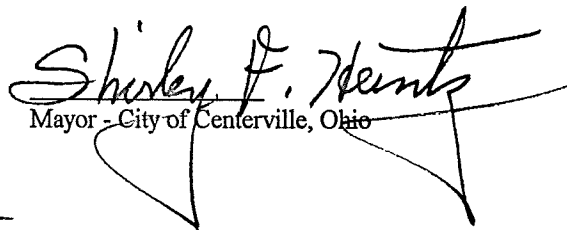
E. Seasonal Yankee Trace Employees Class V

All employees in Class V will be paid within the designated range. The range or the wages will not be affected by the annual wage adjustment. Each employee shall be evaluated as appropriate, and may receive a merit increase as appropriate. Employees in Class V shall not be eligible for any benefits. [other than health insurance. Employees who are employed an average of 30 hours per week shall be eligible for participation in the designated health insurance plan. The employee must pay the entire cost of the health insurance.]

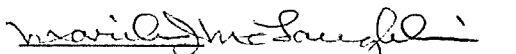
<u>Title</u>	<u>Pay Range</u>
[2nd Assistant Golf Professional	\$9.50 - 12.70]
3rd Assistant Golf Professional	\$7.50 - 10.25
4th Assistant Golf Professional	\$6.40 - 8.50
Outside Operations Supervisor	\$6.00 - 8.00
Laborer II	\$5.50 - 7.50
Clerk/Cashier	\$5.50 - 7.50
Head Starter	\$5.50 - 7.50
Bag/Cart Attendant	\$5.00 - 6.75
Yankee Trace Starter	\$5.00 - 6.75
Yankee Trace Ranger	\$5.00 - 6.75
Laborer I	\$5.00 - 6.75

Section 2. This Ordinance is hereby declared to be an emergency measure and shall become effective immediately. An emergency affecting the public welfare is declared to exist by virtue of the immediate need to reorganize the personnel of the City.

PASSED this 19<sup>th</sup> day of June, 1995.

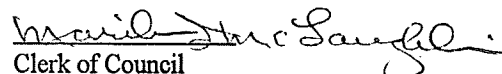
  
Mayor - City of Centerville, Ohio

ATTEST:

  
Clerk of Council of the City of Centerville, Ohio

CERTIFICATE

The undersigned, Clerk of Council of the City of Centerville, Ohio, hereby certifies the foregoing to be a true and correct copy of an ordinance passed by the Council of the City of Centerville, Ohio, on the 19<sup>th</sup> day of June, 1995.

  
Clerk of Council

Approved as to legal form and consistency  
with existing ordinances, the Charter and  
constitutional provisions.

Department of Law  
Robert N. Farquhar  
Municipal Attorney