

Ordinance No. 40-72

Passed June 5 19 72

ORDINANCE NUMBER 40-72
CITY OF CENTERVILLE, OHIO

Sponsored by Councilman John McIntire on the 5th day of June, 1972.

AN EMERGENCY ORDINANCE TO AMEND ORDINANCE NUMBER 13-72
FEBRUARY 21, 1972 TO ESTABLISH A TABLE OF ORGANIZATION,
PERSONNEL CLASSIFICATIONS, RATES OF PAY, AND REGULATIONS
FOR EMPLOYEES OF THE CITY OF CENTERVILLE, OHIO FOR THE
FISCAL YEAR 1972.

THE MUNICIPALITY OF CENTERVILLE HEREBY ORDAINS:

SECTION 1. TABLE OF ORGANIZATION

The following amended table of organization and pay grade designations
are hereby authorized and established:

A. Administrative Department - Administrative			
	Number Authorized	Title	Pay Grade
	1	Secretary	[8] 7
	- Department of Finance		
	Number Authorized	Title	Pay Grade
	1	Secretary	7
	- Council & Court		
	<u>1</u>	<u>Clerk</u>	<u>8</u>
B. Department of Public Safety - Division of Police			
	Number Authorized	Title	Pay Grade
	1	Chief of Police	
	1	Acting Police Lt.	17
	2	Police Sergeants	15
	3	Police Patrolmen I	[12] 11
[4]	<u>1</u>	Police Patrolmen II	<u>12</u>
[3]	<u>4</u>	Police Patrolmen III	<u>14</u>
	<u>1</u>	Police Dispatcher	<u>7</u>
	1	Police Dispatcher	6
	2	Police Dispatcher	4
C. Department of Public Service - Division of Streets			
	Number Authorized	Title	Pay Grade
	1	Street Supt.	
	1	Utility Man	9
	2	Utility Men	8
	<u>1</u>	<u>Mechanic</u>	<u>7</u>
	<u>4</u>	<u>Part-time Men</u>	<u>6</u>
	[1]	[City Engineer]	
Department of Public Service - Division of Refuse Collection			
	Number Authorized	Title	Pay Grade
	2	Truck Drivers	9
	6	Groundmen	8
	1	Clerk (Part-time)	4
	<u>2</u>	<u>Part-time Groundmen</u>	<u>6</u>
D. Department of Development - Building Division			
	Number Authorized	Title	Pay Grade
	1	Chief Building Inspector	
	1	Building, Street and Sidewalk Inspector	14
	1	Building, Street and Sidewalk Inspector	12

SECTION 2. PAY GRADES.

The following pay grades and step rates are hereby authorized and
established:

RECORD OF ORDINANCES

Johnson-Watson • Dayton Blank Book—D-3893

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PAY GRADES						
GRADES	BASIS	A	B	C	D	E
1	Year	\$ 2,803.14	\$ 2,643.45	\$ 3,083.77	\$ 3,224.08	\$ 3,364.40
2	Year	3,364.40	3,503.63	3,643.97	3,784.29	3,908.10
3	Year	3,908.10	4,064.92	4,205.23	4,345.55	4,485.86
4	Year	4,485.86	4,625.12	4,765.44	4,905.75	5,046.07
5	Year	5,046.07	5,186.38	5,326.70	5,467.01	5,607.33
6	Year	5,607.33	5,746.59	5,886.90	6,027.22	6,167.53
7	Year	6,167.53	6,252.85	6,448.16	6,588.48	6,728.79
8	Year	6,728.79	6,868.05	7,008.37	7,148.68	7,289.00
9	Year	7,289.00	7,429.31	7,569.63	7,709.94	7,850.26
10	Year	7,850.26	7,989.52	8,129.83	8,270.15	8,410.46
11	Year	8,410.46	8,550.78	8,691.09	8,831.41	8,971.72
12	Year	8,971.72	9,110.98	9,251.30	9,391.61	9,531.93
13	Year	9,531.93	9,672.24	9,812.56	9,952.87	10,093.19
14	Year	10,093.19	10,232.45	10,372.76	10,513.08	10,653.39
15	Year	10,653.39	10,793.71	10,934.02	11,074.24	11,214.65
16	Year	11,214.65	11,353.91	11,494.23	11,634.54	11,774.86
17	Year	11,774.86	11,915.17	12,055.49	12,195.80	12,336.12
18	Year	12,336.12	12,475.38	12,615.69	12,756.00	12,896.32
19	Year	12,896.32	13,036.64	13,176.95	13,317.27	13,457.58
20	Year	13,457.58	13,596.84	13,737.16	13,877.47	14,017.79
21	Year	14,017.79	14,158.10	14,298.42	14,438.73	14,579.05

WAGE SCALE STEPS

RANGE	BASIS	A	B	C	D	E
2	Hourly	\$ 1.80	\$ 1.85	\$ 1.90	\$ 1.95	\$ 2.00
3	Hourly	2.05	2.10	2.15	2.20	2.25
4	Hourly	2.30	2.35	2.40	2.45	2.50
5	Hourly	2.55	2.60	2.65	2.70	2.75
6	Hourly	2.80	2.85	2.90	2.95	3.00
7	Hourly	3.05	3.10	3.15	3.20	3.25
8	Hourly	3.30	3.35	3.40	3.45	3.50
9	Hourly	3.55	3.60	3.65	3.70	3.75
10	Hourly	3.80	3.85	3.90	3.95	4.00
11	Hourly	4.05	4.10	4.15	4.20	4.25
12	Hourly	4.30	4.35	4.40	4.45	4.50

The following employees, not hereinabove set forth, shall receive compensation as follows:

- A. City Manager \$15,825.00 Annually
- B. Director of Finance 2,300.00 Annually
- C. Municipal Attorney 1,200.00 Annually

For performing the services of attorney for the City and the officers thereof in their official capacities, to attend one

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SECTION 6. WORK WEEK.

The regular work week shall consist of five (5) consecutive eight (8) hour days for all employees except the Police Department. The Police Department shall operate on a schedule of an eight (8) hour day.

SECTION 7. BENEFITS.HOLIDAYS.

a. The following days shall be holidays for which full time employees shall receive their regular compensation: New Years Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, and Christmas Day.

b. Any employee working on a holiday will receive an extra day's compensation.

LIFE INSURANCE.

Each regular employee and Full Time Department and Division Heads of the City of Centerville, in addition to compensation itemized provided in this Ordinance, for each person requesting coverage, be provided with twenty-four (24) hour term life insurance coverage in the amount of one-half (1/2) their annual salary as rounded off to the nearest thousand dollars, including double indemnity for accidental death, and dismemberment, for each such employee and Department Head, to be effective as to each employee when he or she completes his or her first six months of employment with the City. The City shall pay the premium for such group contract life insurance, and the City Manager is hereby authorized and directed to enter into such an insurance contract. The benefits provided by this Section shall accrue at such time as Insurance Contract provided become effective.

VACATION.

a. Full time employees may receive vacation leave at the rate of ten (10) working days for one (1) year of uninterrupted service and annually thereafter, and fifteen (15) working days for ten (10) years of uninterrupted service and annually thereafter, and, twenty (20) days for twenty (20) years of uninterrupted service and annually thereafter.

b. All employees shall be expected to take the permitted vacation leave each year.

c. All vacation time must be approved by the City Manager.

d. Employees may receive vacation pay checks on last pay day before start of vacation, providing request for such pay check arrangement is submitted to Director of Finance in writing at least one week prior to last pay day preceding vacation.

e. Any employee who resigns from the City service shall be compensated for all unused vacation time accrued.

INJURY LEAVE.

At the discretion of the City Manager any employee receiving Workmen's Compensation Benefits, but not receiving Sick Leave, may be paid the difference between such compensation and his regular pay.

SICK LEAVE.

All the employees of the City of Centerville shall accumulate one and one-half days per month of employment with a maximum of ninety days to be used in the event of sickness; that said sick leave shall be computed and effective from date of employment. After three (3) days of illness a doctor's certificate shall be presented to the City Manager confirming said illness. Effective January 1, 1972, each regular full time employee may, after accumulation of 90 days unused sick leave, elect at his option to exchange excess sick leave (over and above the said 90 days) for pay at the rate of three days sick leave for one day's pay; provided, however, that said exchange may only be made after an employee is entitled to at least five days of pay as provided hereunder. To effect said exchange an employee electing same shall so notify

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the City Manager in writing whereupon said payment shall be made.

HOSPITAL AND SURGICAL PLAN.

The City of Centerville shall pay 100% of the Hospitalization (Blue Cross Comprehensive Plan) and Surgical (Blue Shield Comprehensive Plan) for all full time employees and to include Section 2C. Such employees must elect to subscribe to the above mentioned plans before such payment will be made by the City. In the event an employee should elect not to subscribe to the plan, the additional compensation shall not be paid on behalf of said employee and the pay scale provided for herein shall be the full and total compensation to be paid to said employee.

SECTION 8. EMPLOYMENT APPLICATION.

a. All persons applying for City Employment shall complete the standard job application form of the City. Each person so applying for employment shall have a police file and character check as prescribed on said form.

c. Applicants for police department employment and promotion shall be subject to additional standards and forms prescribed by the Police Department in addition to the above as set forth in Police Department Rules and Regulations and Policies.

SECTION 9. EFFECTIVE DATE.

The compensation provided for herein shall be retroactive to, and become effective on the first day of January, 1972.

SECTION 10.

All ordinances, resolutions or memorandums, or parts of same, inconsistent herewith shall be repealed, and this ordinance shall take effect from and after the earliest period allowed by law.

SECTION 11.

This ordinance is hereby declared to be an emergency ordinance and shall become effective immediately upon its adoption. A public emergency affecting health, safety and the public welfare is hereby declared to exist because the City cannot retain qualified personnel without a complete set of uniform regulations governing the classification, compensation, and advancement of employees.

PASSED this 5th day of June, 1972.

/s/ Paul C. Hoy
MAYOR - City of Centerville, Ohio

ATTEST:

/s/ Marilyn J. McLaughlin
Clerk of the Council of the City of
Centerville, Ohio

C E R T I F I C A T E

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 5th day of June, 1972.

/s/ Marilyn J. McLaughlin
Clerk

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

Department of Law
Robert N. Farquhar
Municipal Attorney