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ORDINANCE NO 2016-52

AN ORDINANCE PROVIDING FOR THE WAGES AND BENEFITS OF THE PART-TIME HOURLY MEMBERS OF THE POLICE DEPARTMENT OF THE CITY OF WILLOUGHBY HILLS; REPEALING CONFLICTING LEGISLATION AND DECLARING AN EMERGENCY.

WHEREAS, Section 3.32 of the Charter of the City of Willoughby Hills requires that the Council fix by Ordinance the compensation of every officer and employee of the Municipality; and

WHEREAS, Section 2.27 of the Charter of the City of Willoughby Hills states "Though Council has the power to fix salaries as defined in Section 3.32, the Mayor shall have the duty and responsibility to recommend to Council the amount of pay for various positions and shall also have the responsibility to review existing pay scales; and

WHEREAS, Ordinance Numbers 2016-50, 2016-51, and 2016-52 adopted by the Council of the City of Willoughby Hills on December 2, 2013, provided for the terms of employment with respect to wages, hours and other terms and conditions of employment for all full-time employees employed in the Police Department, occupying the position of Police Officer, Police Sergeant and Police Dispatcher respectively, excluding all part-time, seasonal, temporary and probationary employees; and

WHEREAS, the Council and Mayor of the City of Willoughby Hills deems it to be in the best interest of the City to continue harmonious and cooperative relations with part-time and probationary members of the Police Department by providing for fair and just wages to ensure the orderly and uninterrupted efficient operations of the government while promoting individual efficiency and service to the city of Willoughby Hills; and

WHEREAS, pursuant to the Mayor's Interoffice Memo to the Council Clerk, dated October 18, 2016, consisting of one (1) page and attached hereto as the "Exhibit A", the Mayor requested legislation be prepared for pay adjustments to include part-time hourly members of the Police Department, to be effective retroactively to April 10, 2016, in the amount of a three percent increase and that said pay adjustments are to reflect an amendment to Schedule A of Section 157.01 – Compensation.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF WILLOUGHBY HILLS, COUNTY OF LAKE, STATE OF OHIO, THAT:

SECTION 1. In accordance with Section 3.32 of the City Charter, Council has fixed the compensation for the **Part-Time Hourly Members of the Police Department** as follows:

Classification of and Compensation for the Part-Time Hourly Members of the Police Department:

Patrol Class 1	\$24.45
Patrol Class 2	\$22.45
Patrol Class 3	\$20.80
Patrol Class 4 (Off Probation)	\$19.15
Patrol Probationary	\$16.64
Dispatch Class 1	\$20.01
Dispatch Class 2	\$18.53
Dispatch Class 3	\$17.16
Dispatch Class 4	\$15.89
Dispatch Probationary	\$14.71

SECTION 2. Part-time hourly members of the Police Department are to receive overtime pay upon the completion of more than eighty-six (86) hours worked in a two (2) week pay period.

SECTION 3. The probationary period for part-time hourly members of the Police Department will be in effect from the date of hire and will continue for a period of twelve (12) months after being released from their field training program.

SECTION 4. Part-time hourly members of the Police Department shall be paid one and one-half times their regular hourly rate for all hours worked on Christmas Day (December 25th), Thanksgiving Day (4th Thursday of November), New Year's Day (January 1st), Labor Day, the Fourth of July, and for any other holiday for which Full-Time Police receive one and one-half times pay.

SECTION 5. Uniform Allowance – On or before April 1st of each year, the Police Chief shall, using his discretion, recommend to the Safety Director uniform allowances for part-time hourly members of the Police Department, in accordance with the schedule in this section. The Safety Director shall review the Police Chief's recommendations and approve or disapprove payment to each part-time member recommended by the Police Chief and shall submit his/her approved list to the Mayor for approval or disapproval. Part-time members shall receive uniform allowance payment in accordance with the attached schedule:

- A. After six (6) full months of scheduled duty - \$525.00
- B. Part-time members who worked less than one thousand five hundred sixty (1,560) hours in the previous calendar year - \$525.00
- C. Part-time members who worked more than one thousand five hundred sixty (1,560) hours in the previous calendar year - \$1050.00

This clothing allowance shall be paid in two equal installments. Payments shall be made with the first pay in May and the first pay in September. Any initial startup uniform allowance purchase will be deducted from the first pay received after six months of employment.

SECTION 6. Leave – Part-time hourly members of the Police Department are not entitled to vacation, sick or holiday leave. After one year of service, part-time members of the Police Department who have worked at least one thousand five hundred sixty (1,560) hours in the previous calendar year will be entitled to thirty-two (32) hours of paid personal leave commencing on January 1st of the current year. All personal leave shall be taken during the calendar year of entitlement. Unused personal leave shall not accrue from year to year and may not be paid out in cash. Such compensation is to be paid at the part-time member’s normal hourly rate of pay. The use of personal leave shall be scheduled in advance and subject to the approval of the Chief of Police based upon the staffing needs of the Police Department.

SECTION 7. All compensation shall be by direct deposit. However, should an employee be disadvantaged by direct deposit as determined in the sole discretion of the Mayor, the Mayor shall provide an exemption from direct deposit.

SECTION 8. When a part-time hourly member of the Police Department is required to appear in Court pertaining to departmental matters, he or she is to be paid for a minimum of four (4) hours at the established hourly rate for said part-time member. For other call-ins, members shall receive a minimum of three (3) hours’ pay.

SECTION 9. Part-time hourly members have the option to enroll in the City’s Deferred Compensation Program.

SECTION 10. Part-time hourly members are automatically enrolled in the Public Employees’ Retirement System (PERS).

SECTION 11. Hospitalization – Part-time members of the Police Department are entitled to hospitalization insurance in accordance with the requirements of the Federal Affordable Care Act.

SECTION 12. All ordinance or parts thereof in conflict with the provisions of this Ordinance are hereby repealed as of the effective date of this Ordinance.

SECTION 13. All the actions of this Council concerning and relating to the passage of this legislation were conducted in an open meeting of this Council and that all deliberations of this Council and any of its committees that resulted in such formal action were held in compliance with all legal requirements, including Chapter 107 of the Codified Ordinances of the City of Willoughby Hills.

SECTION 14. This Ordinance constitutes an emergency measure in that the same provides for the immediate preservation of the public peace, safety and welfare of the inhabitants of the City of Willoughby Hills, insofar as it provides for the usual daily operation of the Police Department, and also provides for an increase in compensation for the part-time hourly members of the Police Department, who are active employees at the time of passage of this Ordinance, with said pay increases to become effective retroactive to April 10, 2016; wherefore this Ordinance shall be in full force and effect from and after its adoption and approval by the Mayor.

PASSED: _____, 2016

Nancy E. Fellows
President of Council

Submitted to the Mayor for his approval on this
_____ day of _____, 2016.

Approved by the Mayor:
_____, 2016

ATTEST:

Victoria Ann Savage, CMC
Clerk of Council

Robert M. Weger
Mayor