

City of Willoughby Hills

ORDINANCE NO. 2019-48

AN ORDINANCE CONFIRMING THE APPOINTMENT OF AND FIXING THE COMPENSATION FOR THE POSITION OF PART-TIME RECREATION COORDINATOR; REPEALING CONFLICTING LEGISLATION AND DECLARING AN EMERGENCY.

WHEREAS, Section 2.21 states that the Mayor shall appoint the heads of all Departments of the Municipality, including but not limited to the Department of Law, Department of Finance, Department of Public Safety, Police Department, Fire Department, Department of Public Service, the City Engineer, the Road Supervisor, Recreation Coordinator, City Prosecutor and Building Commissioner subject to confirmation of such appointment by an affirmative vote of four (4) or more members of Council...; 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, 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, the Council of the City of Willoughby Hills has fixed by this Ordinance the compensation for the position of Part-Time Recreation Coordinator and hereby provides to the Mayor, CEO and Head of the Administrative Branch of the Municipal Government, said compensation.

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

SECTION 1. Pursuant to Charter Section 2.21, the City Council hereby confirms the appointment of Darlene Soeder to serve as Part-Time Recreation Coordinator for the City of Willoughby Hills.

SECTION 2. In accordance with Section 3.32 of the City Charter, Council has fixed the compensation for the position of **Part-Time Recreation Coordinator** as follows:

2.1	<u>Job Title</u>	<u>Hourly Salary</u>
	Part-Time Recreation Coordinator	\$ 13.25

The 2019 Operating Budget specifically provides for the compensation of the position of the Part-Time Recreation Coordinator: 50% from the General Fund #110 and 50% through the Recreation Operation Fund #280.

2.2 Health Insurance. In accordance with the requirements of the Affordable Care Act, part-time members of the City of Willoughby Hills who work less than 30 hours per week are not entitled to health insurance. The position of part-time Recreation Coordinator shall not exceed 29 hours per week and therefore, does not meet the criterion for healthcare and as such are not eligible for coverage.

2.3 Holidays. The Part-Time Recreation Coordinator, shall be entitled to the following holidays payable at the rate of 5.8 hours per holiday:

- | | |
|------------------|------------------------|
| New Year's Day | Labor Day |
| MLK Day | Veterans Day |
| Good Friday | Thanksgiving Day |
| Memorial Day | Day after Thanksgiving |
| Independence Day | Christmas |

Should any of the recognized holidays fall on Sunday, the following Monday shall be observed as the holiday. Should any of the recognized holidays fall on Saturday, the preceding Friday shall be observed as the holiday. To be entitled to holiday pay, an employee must be on the active payroll (i.e. in a pay status) each day during the week in which the holiday falls.

The Part-Time Recreation Coordinator will also be entitled to earn paid time off at a rate of 2.3 hours earned per eighty (80) hours worked. When paid time off is used, it shall be deducted from the employee's credit on the basis of one-hour for every-hour of absence from scheduled work.

SECTION 3. All Ordinances, or parts thereof in conflict with the provisions of this Ordinance be, and are hereby repealed as of the effective date of this Ordinance; specifically, Ordinance No. 2018-45-Amended, Ordinance No. 2014-74 and Section 2, Section 5 and Section 6 of Ordinance No. 2011-6.

SECTION 4. 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 5. 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 a municipal department, and further being to confirm the appointment and fix the compensation of the Part-Time Recreation Coordinator with said compensation to commence with the first pay period following the passage of this ordinance. Wherefore, this ordinance shall be in full force and effect from and after its adoption and approval by the Mayor.

PASSED: May 23, 2019

Nancy E. Fellows
Nancy E. Fellows
President of Council

Submitted to the Mayor for his approval

on this 23 day of May, 2019

Approved by the Mayor
Robert M. Weger May 23, 2019

ATTEST:

Victoria Ann Savage
Victoria Ann Savage, CMC
Clerk of Council

Robert M. Weger
Robert M. Weger
Mayor