

## **Record of Ordinances**

**Ordinance No.: 2015-33**

**Passed:** December 21, 2015

AN ORDINANCE ESTABLISHING 2015 PAY SCHEDULE FOR THE VILLAGE OF WEST LAFAYETTE AND REPEALING ORDINANCES AND RESOLUTIONS IN CONFLICT THEREWITH.

BE IT ORDAINED by the Council of the Village of West Lafayette, State of Ohio as follows:

### **Section 1. Pay Schedules**

- A. The rates of compensation of various officials and officers and employees of the Police Department of the Village of West Lafayette shall be and herewith are established as follows:

1. Chief of Police: \$38,228 per year
2. Patrolmen Class II \$13.62 per hour (Full-Time)
3. Patrolmen Class II \$12.00 per hour (Full-Time - Probationary)
4. Patrolmen Class I \$12.00 per hour (Part-Time)
5. Patrolmen Class I \$10.50 per hour (Part-Time – Probationary)

- B. The rates of compensation of various positions and classes of the Street, Water and Sewer Departments of the Village of West Lafayette shall be and herewith are established as follows:

1. Class II Labor \$13.18 per hour (Full-Time)
2. Class II Labor \$11.56 per hour (Full-Time - Probationary)
3. Class I Labor \$10.50 per hour (Part-Time)

- C. The rates and compensation for administrative and office employees of the Village of West Lafayette shall be and herewith are established as follows:

1. Village Administrator \$49,800  
Includes all adjustments for O-EPA Water/Sewer Licenses and no health insurance benefits.
2. Fiscal Officer \$32,740 per year
3. Office Manager/Tax Administrator \$13.55 per hour (Full-Time)
4. Office Manager \$10.30 per hour (Probationary)
5. Mayor \$5,500.00 annual salary.
6. Council member \$2,004.00 annual salary.



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- D. A one (1) time supplemental payment in addition to their annual salary to be paid on or before December 31<sup>st</sup> 2015 to the following employees in the amount of:
- |                       |            |
|-----------------------|------------|
| a. Chief of Police    | \$1,470.00 |
| b. Village Administer | \$1,915.00 |
| c. Fiscal Officer     | \$1,259.00 |
- E. Council Members missing scheduled Committee Meetings shall have their compensation reduced \$83.50 for every two unexcused absences. The Committee Chairman is responsible for granting the excused absence and shall report any unexcused absences to the Fiscal Officer.
- F. Council Member - \$10.00 per special meeting attended.
- G. For non-exempt employees over-time shall be paid at the rate of one and one half (1½) times the regular per hour rate:
1. Hours in excess of forty (40) hours worked within a scheduled pay week.
  2. Hours in excess of eight (8) hours worked in a scheduled work day.
  3. Any village employee scheduled to work on a holiday shall receive 1.5 times their regular rate in addition to his regular holiday pay.
  4. If an employee is called back to work after leaving the workplace at the completion of their normal scheduled shift. Over-time pay will stop at the beginning of the normal scheduled shift or when the employee leaves the workplace when the work/task is completed.
  5. There shall be no compounding of overtime hours.
- H. Employee requested changes to their normal scheduled shift shall not create any Over-time pay. This does not apply to an employee using Vacation, Personal Leave, or Sick Time.
- I. Un-worked holidays will be considered as time worked for the purpose of computing overtime when the holiday falls on a regularly scheduled worked day. Un-worked holidays will not be considered as time worked for the purpose of computing overtime when the holiday falls on a regularly scheduled day off.
- J. For the purposes of computing over time hours; Vacation, Personal Leave, Death in the Family, or Sick Days will be considered time worked.



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- K. If an employee has eligible "paid time off" (Vacation, Personal, Death in the Family, or Sick Leave) it must be used before an employee can request "no pay".
- M. The rate of compensation of the Fire Chief, Assistant Fire Chief of the Village of West Lafayette and bonus payment of the Volunteer Fire Fighter officers and firemen of the Fire Department of the Village of West Lafayette shall be and herewith are established as follows:
- a. Fire Chief \$2,000.00 per year to be paid annually
  - b. Assistant Chief \$1,000.00 per year plus \$10.00 per run,  
to be paid annually
  - c. Assistant Chief \$1,000.00 per year plus \$10.00 per run,  
to be paid annually
  - d. Volunteer Firemen \$10.00 per fire run
  - e. Notes: The per fire run payment does not apply to the Fire Chief
    - i. The Volunteer Firemen will be paid annually per reports provided by the Fire Chief
    - ii. The bonus payment for the purpose of this ordinance shall be defined as compensation for services rendered in reporting to emergency calls. The bonus payment is paid only when the person reports to and arrives at the fire station.
- N. A village employee may also serve as a village volunteer fireman. A village employee may not be paid for a fire run simultaneously with his pay for village work. If the fire run commences before the end of the village employee's work shift, the employee may be paid for his village shift work and the fire run if the fire run lasts for any period of time after the end of the employee's work shift.
- O. Non-exempt employees in the Police Department working Special Events will be paid at a rate of 1.5 times their normal straight time rate for working said event. A Special Event is defined as an event whereby the Village is reimbursed by the third party sponsoring the Special Event. The Police Chief will negotiate a rate with the third party event sponsor to include all costs incurred by the Village.



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### Section 2. Applicable Time Periods

- A. This ordinance shall be applicable to all employees of the Village of West Lafayette, Ohio, on and after January 1, 2015 in regard to all employee benefits covered herein. Pursuant to Ohio Revised Code Section 9.44 it is herewith declared that the anniversary date of employment is the anniversary date of the most recent hiring as a full time employee.
- B. All provisions of Ordinances and Resolutions inconsistent with the provisions herein shall be and herewith are amended to the extent they otherwise would be applicable to the pay rates of the above pay categories and classifications on and after January 1, 2015, otherwise however, they shall remain in full force and effect.

### Section 3.

- A. All provisions of Ordinances and Resolutions in conflict with the provisions and terms of this ordinance shall be and is herewith amended in accordance with this ordinance.
- B. That this resolution shall be and is hereby declared to be an emergency measure for reason that the Village needs to establish pay rates, and for reason thereof this ordinance shall be effective immediately upon passage, signing by the Mayor, and posting.

Passed on this 21<sup>st</sup> day of December, 2015

Attest:

Sara Warne  
Sara Warne, Fiscal Officer

Jack L. Patterson  
Jack L. Patterson, Mayor



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### **This Revision Log is for reference only and is not part of the Ordinance**

#### **Revision Log:**

<u>Date:</u>	<u>Revision:</u>
6/22/15	Changed Ordinance Number from 2014-31 to 2015-09.
6/22/15	Page 1, Section, Paragraph C Changed adding Tax Administrator to Office manager indicating rate of pay to \$13.05 per hour
8/10/15	Changed Ordinance Number from 2015-09 to 2015-12.
8/10/15	Changed Section 1, Paragraph A Item 2, Paragraph B Item 1, and Paragraph C item 3 to reflect \$0.50 pay raise.
8/10/15	Page 2, added Council Special Meeting Pay in Section E
8/10/15	Page 2, Added Section F.2. Overtime for 8 hours in a day.
8/10/15	Page 2, changed Section I from: "For the purposes of computing over time hours; Vacation, Personal Leave, Death in the Family, or Sick Days will not be considered time worked. This section (1G) does not apply to Section 1D3" to "For the purposes of computing over time hours; Vacation, Personal Leave, Death in the Family, or Sick Days will be considered time worked".
8/10/15	On Page 3, changed last sentence of Section O from "The Police Chief will negotiate a rate" to "The Police Chief will negotiate a rate with the third party event sponsor to include all costs incurred by the Village".
8/10/15	On Page 2, Section K Removed
8/10/15	On Page 3, Section L Removed
11/12/15	Page 3, Section M, Item A, added plus \$10.00 per run, Item B, revised from Assistant Chief to Operations Officer \$1,000.00 per year plus \$10.00 per run, to be paid annually, Item C, added Finance Officer, \$1,000.00 per year plus \$10.00 per run, to be paid annually
11/12/15	Page 3, Section M, Paragraph E, changed from: The per fire run payment does not apply to either the Fire Chief or the Assistant Chief to The per fire run payment does not apply to the Fire Chief
12/21/2015	On page 2, Added section 1 Paragraph D.
12/21/2015	On Page 3, Section M, Item B, Revised Operations Officer to Assistant Chief, Revised Finance Officer to Assistant Chief.