

THE CITY COUNCIL OF NORTH ROYALTON, OHIO

ORDINANCE NO. 24-39

INTRODUCED BY: Mayor Antoskiewicz

AN ORDINANCE ESTABLISHING VARIOUS BENEFITS FOR REGULAR PART TIME NON-UNION EMPLOYEES OF THE CITY OF NORTH ROYALTON, AMENDING ORDINANCE 21-181 BY ADDING A NEW SECTION 7 OVERTIME PAY, AND RENUMBERING, AND DECLARING AN EMERGENCY

WHEREAS: The City of North Royalton desires to establish benefits for regular part-time non-union employees of the City of North Royalton and amend Ordinance 21-181

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF NORTH ROYALTON, COUNTY OF CUYAHOGA AND STATE OF OHIO, THAT:

Section 1. An employee covered by this ordinance shall be defined as a regular part time employee who is not covered by any collective bargaining agreement. Temporary or seasonal (summer) employees shall not be entitled to any benefits under this ordinance.

Section 2. Regular part time employees shall be entitled to accrue sick leave, on a pro-rata basis and funeral leave for immediate family only. *Funeral leave is three (3) days paid time leave for scheduled hours only, as the result of a death in the immediate family.

*(Retroactive to November 16, 2021)

Section 3. Sick leave shall be defined as an absence with pay necessitated by: (1) illness or injury to the employee; (2) exposure by the employee to a contagious disease communicable to other employees; and/or (3) serious illness, injury or death in the employee's immediate family.

Section 4. Any abuse of sick leave or the patterned use of sick leave shall be just and sufficient cause for discipline as may be determined at the sole discretion of the employer.

Section 5. When the use of sick leave is due to illness, injury or death in the immediate family, "immediate family" shall be defined to only include the employee's spouse and children, parents and parents in law, brother, sister and grandparents.

Section 6. Vacation and Personal Time

Regular part time employees that average a minimum of twenty-two hours (22) hours per week per year and have 1 year of continuous service with a minimum total of 1,144 hours worked, shall be awarded vacation and personal time as long as they remain eligible (average 22 hours of work per week) based on length of service as follows:

Vacation Credit for permanent part time employees

After one (1) year of employment	24 hours
After three (3) years of employment	48 hours
After five (5) years of employment	72 hours

Personal days

24 hours of personal time.

Earned vacation shall be awarded on the employee's anniversary date but will be available for use in the calendar year on January 1st. Employees who retire/separate from service and who have used vacation leave before their anniversary date of earned vacation shall have their final salary adjusted/reduced for such advanced vacation pay.

Vacation time shall be taken at a time approved of by the Department Head based upon staffing needs, any full-time employee leave, or seniority will govern. Vacation time shall be used in 8 hours increments. Personal time may be utilized in one-hour increments.

Any vacation time or personal time that is unused shall be deemed forfeited unless otherwise approved by the Mayor due to staffing issues or other extreme circumstances.

Section 7. Overtime Pay

Regular part time employees shall receive one and one-half (1 ½) times their regular hourly rate, or at the employee's option, compensatory time at the rate of time and one half for all hours actually worked in excess

of eight (8) hours per day, or forty (40) hours her week. No employee shall accumulate more than twenty-four (24) hours of compensatory time. Any unused compensatory time accumulation shall be paid to the employee on the first day after December 31st of each year at the employee's regular rate of pay on Dec 31st.

Section-8. A regular part time employee who has in excess of ten (10) years of continuous service with the city and is eligible to receive payments from a state pension plan shall, upon retirement, receive a cash payment equal to his/her hourly rate of pay at retirement multiplied by one-half (1/2) the total number of accumulated and unused sick leave hours earned by the employee as certified by the Finance Director, not to exceed three hundred fifty (350) such sick leave hours.

The retirement sick leave cash payment benefit is also authorized for any similarly situated regular part time employee who is subject to the provisions of a collective bargaining agreement if agreed upon by the union and the city per a Memorandum of Understanding executed by both parties.

Section 9. Holidays

Regular permanent part time employees that average a minimum scheduled twenty-two hours (22) hours per week and have one year of continuous service with a minimum total of 1,144 hours worked shall be entitled to four and one half (4.5)- 8-hour floating holidays per year (not applicable to seasonal (summer) employees.

Section 10. Uniform allowance

Nonunion part time fire, SRO police officers and building inspectors are eligible for a clothing allowance as follows:

Fire inspector -\$300 yearly
Building inspector -\$150 yearly

Part-time SRO - \$500 yearly; and if applicable, an additional \$425.00 (every 5 years) towards the cost of individual bullet proof vest providing that such individual(s) receiving such contribution shall be required to wear the vest or refund such monies to the Employer. Vests will be replaced every five (5) years or as approved by the Employer.

Yearly uniform allowance payments are paid one half in January and second payment in July. Employees are entitled to the uniform allowance provided that they remain actively employed for the payment period. In the event an employee leaves employment, for any reason, prior to the end of the uniform allowance period the employee shall return on a prorated basis the advanced uniform allowance.

Section 11. Permanent regular part-time employees called for jury duty or subpoenaed as a witness in work related matters shall be granted a leave of absence for the period of jury service or work related witness service and will be compensated at their regular pay for work absences necessarily caused by the jury duty or work related witness duty. To be eligible for jury duty pay or witness pay, an employee shall turn in to the City a jury pay voucher or a witness pay voucher showing the period of jury service or witness service and the amount of jury pay or witness pay received.

Regular pay for work absences necessarily cause by the jury duty or witness duty shall be defined as any posted or regularly scheduled work which is missed due to jury or work related witness duty. Any jury or witness duty pay that is included in the voucher, which corresponds to a non-scheduled work day, shall be refunded to the employee.

Section 12. This Ordinance shall supersede all previously adopted Ordinances in direct conflict herewith.

Section 13. It is found and determined that all formal actions of this Council concerning and relating to the adoption of this Ordinance were adopted 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 in meetings open to the public in compliance with all legal requirements.

Section 14. This Ordinance is hereby declared to be an emergency measure immediately necessary for the preservation of the public peace, health, safety and welfare of the city, and for the further reason that it is immediately necessary to establish benefits for regular part time employees.

THEREFORE, provided this Ordinance receives the affirmative vote of two-thirds of all members elected to Council, it shall take effect and be in force immediately upon its passage and approval by the Mayor; otherwise, from and after the earliest period allowed by law.



PRESIDENT OF COUNCIL

APPROVED: 

MAYOR

DATE PASSED: February 20, 2024

DATE APPROVED: Feb. 20, 2024

ATTEST: 
ACTING CLERK OF COUNCIL

First reading
Second reading
Third reading February 20, 2024

YEAS: Marnecheck, Nickell, Barath, Krejci,
Gorjanc, Webber, Wos

NAYS: none

- Amended by 22-86 on May 4, 2022
- Amended by 22-194 on December 20, 2022
- Amended by 23-91 on September 5, 2023
- Amended by 23-92 on September 5, 2023
- Amended by 24-39 on February 20, 2024