

RECORD OF ORDINANCES

BEAR GRAPHICS 800-325-8094 FORM NO. 30043

Ordinance No. _____ Passed _____, 20_____

ORDINANCE L-21

An Ordinance amending Section 151.03(d)(6)(B) of the Codified Ordinances of the City of Orrville, Ohio, relating to employee leave, and declaring an emergency.

BE IT ORDAINED by the Council of the City of Orrville, Ohio:

Section 1: That Section 151.03(d)(6)(B) of the Codified Ordinances of the City of Orrville, Ohio, shall be amended as follows:

151.03 EMPLOYEE LEAVE

(d) Sick Leave for Police Department Personnel.

- (1) All regularly working full-time employees of the Police Department shall be entitled to pay for that amount of time equivalent to ten hours per month accumulated to an unused maximum of 960 hours. Sick leave may be used due to illness of the employee, the employee's spouse or the employee's minor or otherwise unemancipated children who live with the employee. Sick leave may also be used to care for the employee's parent(s) in cases where the parent requires assistance for transportation to medical appointments, or for physical or emotional care in cases of illness/injury or hospitalization.
- (2) Upon the death of any full-time employee of the Department, a lump sum payment of the portion of unused sick leave which such employee has accumulated, up to a maximum of 960 hours shall be paid to his or her surviving spouse, or if none, to his or her estate.
- (3) Any full-time employee of the Department who is eligible for retirement according to the applicable State statutes of rules and regulations of the applicable state Retirement Board, and who does so retire shall be paid the accumulated sick leave to his or her credit, not to exceed 960 hours accumulated sick leave in a lump sum amount upon his or her retirement.
- (4) After an employee of the Police Department has accumulated 960 hours of sick leave, such employee shall be entitled to one personal day for every (3) month period when no sick leave is taken. Said three-month period is defined as January 1st through March 31st, April 1st through June 30th, July 1st through September 30th, and October 1st through December 31st each calendar year. Personal days may be accumulated to a maximum of eighty (80) hours. Any hours beyond eighty (80) will be forfeited. Personal days shall not be deducted from the employee's accumulated sick leave. Police Department employees shall be entitled to one additional personal day in calendar year 2004 only.
- (5) After an employee of the Police Department has accumulated 96 hours of sick leave, but less than 960 hours of sick leave, such employee shall be entitled to one personal day for every four month period when no sick leave is taken. Said four-month period is defined as January 1st through April 30th, May 1st through August 31st, September 1st through December 31st, each calendar year. Personal days may be accumulated to a maximum of eighty (80) hours. Any hours beyond eighty (80) will be forfeited. Personal days shall not be deducted from the employee's accumulated sick leave. Police Department employees shall be entitled to one additional personal day in calendar year 2004 only.

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- (6) Days off chargeable to sick leave shall be deducted from the total sick days accumulated at the time. In the event of illness or injury to a full-time employee of the Police Department or said employee's immediate family member (herein defined as current spouse or an employee's child, to include stepchild) said employee is eligible to receive donated leave. In order to be eligible to receive donated leave, the employee must have exhausted all paid sick leave.
 - A. The decision of individual employees whether or not to donate leave time to another employee is to be free and voluntary and no employee shall pressure or coerce any other employee directly or indirectly to donate leave.
 - B. Employees may donate sick leave to another employee. Any donated leave must be in minimum units of eight (8) hours. No member of the OPBA may donate more than eighty hours (80) in a calendar year. ~~No member of the Police Department shall be permitted to receive greater than 240 hours of donated leave during their service to the City.~~
 - C. An employee proposing to donate leave time (hereinafter "Donor") must have written authorization in the form of an agreement with the City in advance of donated leave to be used by another employee (hereinafter "Donee"). Said agreement shall include both the identity of the Donee and a statement that the Donor is forever waiving his or her right and claim to such leave. Upon receipt of the fully executed agreement by the City, such leave shall be credited to the leave balance of the Donee with the donated time. The Donee may not use the leave to cover any absence prior to the City's receipt of the fully executed agreement. Donated leave shall be credited to the Donee in the order it is received, to the extent practical.
 - D. The City incurs no additional liability because of the differences in rank or pay grade and the donor employee understands and acknowledges that the donated leave shall be credited at the rate equal to the current hourly pay rate of the Donor or the Donee, whichever is less.

Section 2: All legislation inconsistent herewith is hereby repealed.

Section 3: That this Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety, and general welfare of the City of Orrville, and for the further reason that it is necessary to comply with the labor contracts effective as of January 1, 2022. Therefore, this Ordinance shall be in full force and effect immediately after its passage by Council and approval by the Mayor.

Passed this 20 day of December 2021.

Paul Owen
President of Council

Attest:
Jeanne Bauer
Clerk of Council

Approved:
David Hendrick
Mayor

12/20/21
Date