

ORDINANCE NO. 2023 - 18

ORDINANCE AMENDING PART ONE – ADMINISTRATIVE CODE SECTION 151.03(b)(4) CONCERNING VACATIONS AND SECTION 151.03(D) CONCERNING HOLIDAYS.

Whereas, for the health, safety, and welfare of the citizens of Lewisburg, Ohio, it is necessary and appropriate to maintain a professional workforce to provide municipal services to the citizens of the Village of Lewisburg;

And Whereas, it is necessary to regulate the fringe benefits enjoyed by employees of the Village of Lewisburg to ensure a professional workforce;

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE VILLAGE OF LEWISBURG, PREBLE COUNTY, OHIO, TO AMEND THE CODIFIED ORDINANCES OF THE VILLAGE OF LEWISBURG PART ONE:

SECTION 151.03(B)(4) AS FOLLOWS:

4. Years of Service shall be calculated for each qualified employee on the basis of the employee's anniversary hiring date or in the event of a lateral hire from another municipality, political subdivision or from private employers in the same job title or job description, credit for years of service shall include years of service the employee provided at another municipality or political subdivision, which shall be determined by the Municipal Manager at the time of the employee's hire date in conjunction with the Village's offer of employment. Paid vacation must be taken by the qualified employee within one year after the end of the first service year, or date of hire in the event of a lateral hire, to which the vacation is awarded or else it is forfeited. The Village Administrator may allow vacation to be taken within the first year of hire for a lateral hire as negotiated at the time of hire. However, qualified employees, upon giving written notice to the Fiscal Officer, may carry forward one week (or 40 hours equivalent), but no more than one week (or 40 hours equivalent) of their awarded paid vacation. Qualified employees are prohibited from working for the Village during the paid vacation period, unless requested by the Municipal Manager in an emergency for the preservation of the public, health, safety, or peace.

SECTION 151.03(d) HOLIDAYS AS FOLLOWS:

- (1) Paid Holiday, if they fall during the regular workweek of a qualified employee, shall be awarded for the following days:
- A. New Years Day;
 - B. Martin Luther King Day;
 - C. President's Day;
 - D. Memorial Day;
 - E. Juneteenth;
 - F. Independence Day;
 - G. Labor Day;
 - H. Veteran's Day;
 - I. Thanksgiving Day;
 - J. Friday after Thanksgiving Day;
 - K. Christmas Eve;
 - L. Christmas Day;
- (2) If any such holidays fall on a Saturday, the paid holiday shall be celebrated on the Friday before Saturday for fringe benefit purposes, and if any holidays fall on a Sunday, the paid holiday shall be celebrated on the Monday following the Sunday for Fringe Benefit purposes.

This Ordinance shall be effective at the earliest time permitted by law.

Dated: 11-01-2023

Marsha K. Jones
Mayor

Attest: Elizabeth A. Wagner
Clerk of Council