

City of Middleburg Heights, Ohio

Ordinance No. 2022-100

Introduced by: Mayor Matthew Castelli

**AN ORDINANCE
AMENDING SECTION 139.02 "HOLIDAYS"
OF THE MIDDLEBURG HEIGHTS CODIFIED ORDINANCES**

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF MIDDLEBURG HEIGHTS, CUYAHOGA COUNTY, STATE OF OHIO, AS FOLLOWS:

Section 1: That Section 139.02 of the Middleburg Heights Codified Ordinances, "Holidays" is hereby amended as follows:

139.02 HOLIDAYS.

All salaried officers, employees and full-time regular hourly employees of the City, excluding all employees whose job titles are included in a bargaining unit pursuant to a collective bargaining agreement, shall have the following days off with pay: New Year's Day, Martin Luther King Day, President's Day, Good Friday, Memorial Day, **Juneteenth**, Independence Day, Labor Day, Thanksgiving Day, the Friday after Thanksgiving Day, Christmas Day, and one-half day each on Christmas Eve and New Year's Eve. If any of such holidays falls on a Saturday or Sunday, when such holiday is not being observed on the preceding Friday or succeeding Monday, such officer or employee shall receive comparable time off with pay on a date designated by the Mayor or the department or division head.

If any such officer or employee is required to work on any such holiday or is on vacation on such holiday, such officer or employee shall receive comparable time off with pay on a date designated by the Mayor or the department or division head, except that hourly paid employees in the Department of Public Service shall receive either double their regular hourly rate for the time worked on such holidays or comparable time off, to be determined by the Director of Public Service. Refusal on the part of an employee to work on a holiday when requested to do so shall result in a forfeiture of all benefits of holiday pay under this section. Failure of an employee to work on the scheduled work day preceding, and the scheduled work day succeeding, the holiday, unless excused by the Mayor or the department or division head, or unless on vacation, shall result in a forfeiture of all benefits of holiday pay under this section.

All salaried officers, employees and full-time regular hourly employees of the City, excluding all employees whose job titles are included in a bargaining unit pursuant to a collective bargaining agreement, shall, in addition to all other leave benefits, be granted ~~two~~ **four** personal leave days each year which are to be taken within the year earned. Personal days shall only be taken with the advance approval of the employee's department head and when the work staff is at sufficient strength so that the City will not be required to have another employee work for the employee requesting the day off. Unused personal days may be added to the employee's sick leave accumulation, provided that such accumulation is not at the maximum amount allowed.

(Ord. 1985-57. Passed 4-9-85; Ord. 1996-104. Passed 12-10-96.)

Section 2. That it is hereby found and determined that all formal actions of this council concerning and relating to the passage 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 actions were in meetings open to the public, in compliance with all legal requirements including chapter 107 of the Codified Ordinances and section 121.22 of Ohio Revised Code.

PASSED 12/13/22

David [Signature]
PRESIDENT OF COUNCIL

ATTEST:
M. Meola
CLERK OF COUNCIL

PRESENTED TO MAYOR 12/14/22 APPROVED ON: 12-14-22

	YEAS	NAYS
BORTOLOTTO	<u>✓</u>	_____
ALI	<u>✓</u>	_____
SAGE	<u>✓</u>	_____
MEANY	<u>✓</u>	_____
MCGREGOR	<u>✓</u>	_____
FERENCE	<u>✓</u>	_____
GRECH	<u>✓</u>	_____

Matthew [Signature]
MAYOR

I, *MaryAnn Meola* Clerk of the Council of the City of Middleburg Hts., Ohio, hereby certify that Ord. 2022-100 adopted by the Council of the City of Middleburg Hts., on 12/13/22 was posted for a period of fifteen days, beginning 12/14/22 and remained so posted for fifteen days at the two posting places as designated by Charter.
MaryAnn Meola
Clerk

CERTIFICATE
I, *MaryAnn Meola* Clerk of Council of the City of Middleburg Heights, Ohio, do hereby certify that the foregoing is a true and accurate copy of Ord. 2022-100 passed on the 13th day of December 2022 by said Council.
MaryAnn Meola
Clerk of Council