

ORDINANCE NO. 6-2017

MODIFYING ORDINANCE NO. 8-2016, AS AMENDED, PROVIDING FOR A LABOR AND CUSTODIAN FORCE FOR THE VILLAGE OF FAIRAX, OHIO; ESTABLISHING CLASSIFICATIONS OF THE LABOR AND CUSTODIAN FORCE AND RATES OF COMPENSATION THEREFOR; ESTABLISHING OTHER TERMS AND CONDITIONS OF EMPLOYMENT FOR SAID POSITIONS; AND REPEALING SECTIONS I AND V OF ORDINANCE NO. 8-2016, AS AMENDED AND DECLARING AN EMERGENCY

BE IT ORDAINED by the Council of the Village of Fairfax, State of Ohio that:

SECTION I: The Labor and Custodian Force of the Village of Fairfax shall consist of the following permanent classifications: Full-Time Permanent Maintenance Foreman; Permanent Maintenance Person; Permanent Part-time Maintenance Person and Buildings Custodian.

The Village Administrator may, at her discretion, hire temporary seasonal maintenance Employees during period of peak work load from March 1 through June 1, June 1 through September 30, October 1 through November 30, and December 1 through February 29 of any calendar year. The Village Administrator may also hire at her discretion any such temporary employees as are necessary to compensate for a vacancy in any permanent classification until the vacancy is filled. The Labor and Custodian Force shall be under the direction and supervision of the Village Administrator, including hiring, discharge and suspension.

SECTION II: The normal work week for permanent members of the Labor and Custodian Force shall be forty (40) hours during the period Monday through Friday, and the normal work day shall be eight (8) hours. Permanent members of the Labor and Custodian Force shall be entitled to overtime at the rate of time and one-half after working a normal forty hour week, except if any permanent member of the Labor and Custodian Force works on Sunday the rate of pay shall be double-time. In determining time worked, paid holidays shall be considered time worked, but not when a holiday fall on a Saturday or Sunday and the employee does not in fact work on either of those days. Overtime shall be restricted to use only during extreme emergencies, and otherwise at the discretion of the Village Administrator. In lieu of receiving overtime pay, permanent members may elect to receive equal accumulated time up to one hundred (100) hours during a calendar year, to be taken during the year at period mutually

agreeable to the worker and the Village Administrator. Any accumulated time remaining at the end of each year shall be converted to monetary compensation and paid in the first pay period in each succeeding year. If during a calendar year, the worker accumulates more than one hundred (100) hours of accumulated time for the year, compensation must be taking in pay during the pay period earned.

SECTION III: The rate of pay for any Full-Time Permanent Maintenance Person or Building Custodian shall be no less than eighteen (\$18.00) and not more than twenty-five dollars (\$25.00) per hour, the hourly rate to be determined by the Village Administrator.

SECTION IV: That the rate of pay for any Permanent Maintenance Foreman shall be no less than twenty-three dollars (\$23.00) and no more than twenty-eight dollars (\$28.00), the hourly rate to be determined by the Village Administrator.

SECTION V: Any permanent part-time employee, including a Permanent Part-time Maintenance person or any temporary seasonal employees hired by the Village Administrator shall be paid at a rate of not less than nine dollars (\$9.00) and not more than seventeen dollars (\$17.00) per hour based on qualifications and experience. Any temporary replacement maintenance employees hired by the Village Administrator shall be paid at the rate of not less than sixteen dollars (\$16.00) and not more than nineteen dollars (\$19.00) per hour. In the event of an emergency requiring the services of maintenance personnel, the Village Administrator is authorized to request the services of a temporary seasonal maintenance employee.

SECTION VI: The Village Administrator is hereby authorized to requisition any equipment necessary for the proper performance of the work of the Labor and Custodian Force at a price not to exceed the maximum amount set by Ohio law at which contract need not be in writing and for which advertisements for bids are not required. Each permanent member of the Labor and Custodian Force shall be furnished uniform and equipment items at the initial time of employment. Issues thereafter shall only be replacements of worn out uniforms upon authorization of the Village Administrator who has reviewed the uniforms to be replaced and determined such replacement necessary. Such uniforms

must be turned into the Village Administrator.

SECTION VII: Any worker of the Labor and Custodian Force, permanent or temporary, may be assigned to any job duty of the Labor and Custodian Force at the discretion of the Village Administrator.

SECTION VIII: That Sections I and V of Ordinance No. 8-2016, as amended, are hereby repealed.

SECTION IX: This Ordinance is hereby declared to be an emergency measure necessary for the preservation of the public peace, health, safety and welfare and shall be effective immediately. The reason for said declaration of emergency is the immediate need to establish necessary positions for the operation of the Village of Fairfax Maintenance Department.

Passed this 21st day of February, 2017.

Mayor

ATTEST:

Clerk-Treasurer

CERTIFICATE

I hereby certify this to be a true and correct copy of Ordinance No. 6-2017 passed at a meeting of the Council of the Village of Fairfax on this 21st day of February, 2017.

ORDINANCE NO. 13-2021

AMENDING ORDINANCE NO. 6-2017, AS AMENDED, PROVIDING FOR A LABOR AND CUSTODIAN FORCE FOR THE VILLAGE OF FAIRFAX, OHIO; ESTABLISHING CLASSIFICATIONS OF THE LABOR AND CUSTODIAN FORCE AND RATES OF COMPENSATION THEREFOR; ESTABLISHING OTHER TERMS AND CONDITIONS OF EMPLOYMENT FOR SAID POSITIONS, AND DECLARING AN EMERGENCY

WHEREAS, the Village of Fairfax, Ohio (the "Village") previously adopted Ordinance No. 6-2017, as amended, providing for a Labor and Custodian Force for the Village; and

WHEREAS, it is necessary to revise certain authority and requirements for the Labor and Custodian Force in light of changes in policy and practice made since 2017, including, but not limited to, the revision of an employee handbook; and

WHEREAS, it is necessary to implement such revisions promptly, in light of the Village's interest in timely and appropriate administration and pay for such force;

NOW, THEREFORE, BE IT ORDAINED by the Council of the Village of Fairfax, State of Ohio, that:

SECTION I: Section I of Ordinance No. 6-2017, as amended, is hereby amended further by the addition of the following subsections following the existing text:

(A) All employees on the Labor and Custodian Force shall be at-will employees of the Village, hired by, and removable at the discretion of, the Village Administrator.

(B) All employees on the Labor and Custodian Force are employed subject to the terms and conditions set forth in the Employee Handbook of the Village, as revised and supplemented, or as otherwise set forth by ordinance or Village policy, including, but not limited to, all benefits, vacation, sick leave or other leave, holidays, and overtime. This Ordinance controls over any conflict with the Employee Handbook or policy established other than by ordinance.

(C) Council may change the hourly rates of pay or any other compensation for employees on the Labor and Custodian Force by subsequent resolution adopted from time-to-time.

SECTION II: Section III of Ordinance No. 6-2017, as amended, is hereby amended further to read as follows:

SECTION III: Any full-time Permanent Maintenance Person or Building Custodian shall be paid as follows: twenty four dollars and thirty nine cents

(\$24.39) per hour for the first six months of service in that position; twenty five dollars and eighty nine cents (\$25.89) per hour for the second six months of service in that position; and twenty seven dollars and thirty nine cents (\$27.39) per hour for all years following one year of service in that position.

SECTION III: Section IV of Ordinance No. 6-2017, as amended, is hereby amended further to read as follows:

SECTION IV: Any full-time Permanent Maintenance Foreman shall be paid as follows: twenty nine dollars and eighty five cents (\$29.85) per hour for the first six months of service in that position; thirty one dollars and thirty five cents (\$31.35) per hour for the second six months of service in that position; and thirty two dollars and eighty five cents (\$32.85) per hour for all years following one year of service in that position.

SECTION IV: Section V of Ordinance No. 6-2017, as amended, is hereby amended further to read as follows:

SECTION V: Any permanent part-time employee, including a Permanent Part-Time Maintenance Person, hired by the Village Administrator shall be paid at a rate of not less than nine dollars and twenty seven cents (\$9.27) and not more than twenty dollars and sixty cents (\$20.60) per hour based on qualifications, experience, and need. Any temporary seasonal employees hired by the Village Administrator shall be paid at a rate of not less than nine dollars and twenty seven cents (\$9.27) and not more than seventeen dollars and fifty one cents (\$17.51) per hour based on qualifications, experience, and need. Any temporary replacement maintenance employees hired by the Village Administrator shall be paid at the rate of not less than sixteen dollars and forty eight cents (\$16.48) and not more than nineteen dollars and fifty seven cents (\$19.57) per hour based on qualifications, experience, and need. In the event of an emergency, the Village Administrator may request the services of one or more additional temporary seasonal maintenance employees.

SECTION V: Sections III, IV, and V of Ordinance No. 6-2017, as amended above, shall take effect as of the pay period beginning March 28, 2021.

SECTION VI: The existing Sections III, IV, and V of Ordinance No. 6-2017, as amended, shall be and are hereby repealed as of the pay period beginning March 28, 2021.

SECTION VII: This Ordinance is hereby declared to be an emergency measure necessary for the preservation of the public peace, health, safety, and general welfare and shall be effective immediately. The reason for said declaration of emergency is the immediate need to provide for a fully-staffed and appropriately managed Labor and Custodian Force at all times.

Passed this 19th day of April, 2021.

Mayor

ATTEST:

Fiscal Officer

CERTIFICATE

I hereby certify this to be a true and correct copy of Ordinance No. 13-2021, passed at a meeting of the Council of the Village of Fairfax on this 19th day of April, 2021.

Fiscal Officer

RESOLUTION NO. R3-2026

MODIFYING THE COMPENSATION FOR THE LABOR AND CUSTODIAN FORCE

WHEREAS, the Council ("Council") of the Village of Fairfax, Ohio (the "Village") previously adopted Ordinance No. 6-2017, providing for a Labor and Custodian Force and establishing compensation for such positions; and

WHEREAS, Council adopted Ordinance No. 13-2021, amending Ordinance No. 6-2017 and modifying the compensation for the Labor and Custodian Force, and providing further that Council may change such compensation by subsequent resolution adopted from time-to-time; and

WHEREAS, Council subsequently modified such compensation in Resolution No. R3-2025; and

WHEREAS, it is necessary to revise such compensation promptly, in light of the Village's interest in timely and appropriate administration and pay for such positions;

NOW, THEREFORE, BE IT RESOLVED by the Council of the Village of Fairfax, State of Ohio that:

SECTION I: The current Permanent Maintenance Foreman, Joe Huskey, shall be paid a salary of eighty-four thousand four hundred thirteen dollars and seventeen cents (\$84,413.17) annually based on his experience and qualifications.

SECTION II: Any full-time Permanent Maintenance Person or Building Custodian shall be paid as follows: twenty-nine dollars and sixty-five cents (\$29.65) per hour for the first six months of service in that position; thirty-one dollars and fifteen cents (\$31.15) per hour for the second six months of service in that position; and thirty-one dollars and seventy-five cents (\$31.75) per hour for all years following one year of service in that position.

SECTION III: Any permanent part-time employee, including a Permanent Part-Time Maintenance Person, hired by the Village Administrator shall be paid at a rate of not less than eleven dollars and two cents (\$11.02) and not more than twenty dollars and sixty cents (\$20.60) per hour based on qualifications, experience, and need.

SECTION IV: The foregoing compensation shall take effect as of the pay period beginning March 22, 2026. Until such time, the existing compensation provided by Resolution No. R3-2025 shall remain in effect. This Resolution does not alter any other provision of Ordinance No. 6-2017 or 13-2021.

Passed this 16th day of March, 2026.

Mayor

ATTEST:

Fiscal Officer

CERTIFICATE

I hereby certify this to be a true and correct copy of Resolution No. R3-2026 passed by the Council of the Village of Fairfax at its regular meeting held on the 16th day of March, 2026.

Fiscal Officer