



MIKE BICKLEY
Councilmember

PATTY DELAND
Councilmember

TIM MCILRATH
Councilmember

PAM CROSBY
Mayor

CARLA ROSPERT
Councilpresident

NATE SHAFER
Councilmember

STEFAN TAYLOR
Councilmember

VILLAGE COUNCIL – COUNCIL WORK SESSION

Thursday, March 11, 2021 @ 6:00 P.M.

Village Council Chambers

11 S. Main Street

Milan, Ohio 44846

Livestream information In light of the current situation with the Covid-19 virus until further notice, the Village feels that it is in the best interest and safety of the residents that the meeting will be open to the public via live-streaming on the Village of Milan Facebook page.

The public is free to access, observe and hear the discussions and deliberations of all members of the Village of Milan Council via the following link: [Facebook.com/milanohio](https://www.facebook.com/milanohio)

- I. Call to Order
- II. Roll Call
- III. Unfinished Business
Chapter 3 - Continued review and discussion of proposed Employee Personnel Policies
- IV. Questions for Next Meeting
- V. Adjournment



**Village of Milan
Council Work Session Meeting
March 11, 2021**

A work session for the Village of Milan Council was called to order by Mayor Pam Crosby on Thursday, March 11, 2021 at 6:00 p.m. in the Council room at 11 S. Main Street, Milan, Ohio.

Roll call: McIlrath - yes, Bickley - yes, Rospert - yes, Taylor - yes, Shafer - Absent, Deland - yes.

Also, present: Mayor Pam Crosby, Fiscal Officer Cathy Ramey, Administrator Brian Rospert, and Attorney Jim Barney.

Agenda

Continued review and discussion of Personnel Policies.

Chapter 5 Benefits – Section 5.1 Insurance - (noted from Administrator to Council, to keep in mind that the Village is referencing codes from Monroeville with Milan's codes in bold underline beneath). Changes/additions discussed are the following:

1. A change from Clerk/Treasurer will now state Fiscal Officer and change from due to an event will now state, a qualifying event. It will be the responsibility of the employee to provide the proper paperwork necessary to inform the insurance company of such qualifying event.
2. Pursuant to the Affordable Care Act, the Village offers health insurance to employees who work an annual average minimum of thirty (30) hours per week.
5. Village will check into this section with COBRA.

C. OHIO PUBLIC EMPLOYEES RETIREMENT SYSTEM (OPERS)

1. All full-time employees including part-time Police Officers are required to participate in the Ohio Public Employees Retirement System (OPERS).
2. An employee may choose to leave his/her contribution in the fund and receive eligible benefits upon qualification.

Section 5.2 Vacation

The following will be placed in the Personnel Policy

Village of Milan vacation breakdown:

<u>Years of Service</u>	<u># of Vacation Days</u>
*Less than 1 year= shall be eligible for vacation At the rate of 6.666 hours per month of continuous employment in the proceeding calendar year.	Example: July-December = 6 x 6.666 = 40 hours
* After 1 year of continuous service	2 weeks/80 hours
* After 8 years of continuous service	3 weeks/120 hours
* After 15 years of continuous service	4 weeks/160 hours
* After 22 years of continuous service	5 weeks/200 hours

D. Length of service for the purpose of calculating vacation accrual rates will include all prior service with the State of Ohio and any political subdivision of the State. This provision will not apply to an employee who has been removed from public service due to a felony conviction. A current employee will earn service credit for each bi-weekly pay period during which he/she works.

E. Employees of the Village shall take vacation time off during the year following the year in which it is accrued, except for as provided in the first year in how it was accrued; however, an employee may carry over up to two weeks, ten working days, of vacation to the following year when mutually agreed between the employee and the Mayor or the Village Administrator, whichever shall have control over the employee. Such vacation carry-over shall be authorized in writing.

(a) Village Council is reviewing and will make changes on this section over the employees of the Village who have not completed one year of continuous service with the Village before January 1, shall be eligible for vacation, at the rate of 6.666 hours of vacation per month of continuous employment in the preceding calendar year.

G. Vacation leave may be denied during a specific period if workloads dictate

H. Upon separation or termination from the Village, an employee is entitled to compensation for any earned but unused vacation leave credit at the time of separation.

Section 5.4 – Sick Leave

F. With the notification and approval of the Administrator or Mayor, an employee may use vacation or take as unpaid certain religious holidays not included in the regular holiday schedule. Sick leave may not be used for holiday observances.

Section 5.4 – Sick Leave – cont.

G. Seasonal, intermittent, temporary, and part-time employees are not eligible for holiday pay.

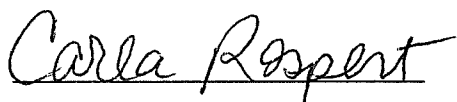
Questions for Next Meeting

None

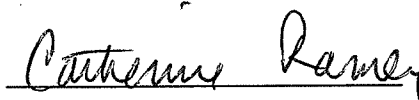
Adjournment

Motion by DeLand, seconded by Taylor, to adjourn tonight's meeting.

Roll call: Bickley - yes, McIlrath - yes, Rospert – yes, Taylor – yes, Shafer - absent, DeLand – yes.



Carla Rospert, Council President



Catherine Ramey, Fiscal Officer