



**Village of Milan
Council Work Session Meeting
January 13, 2022**

A work session for the Village of Milan Council was called to order by Mayor Pam Crosby on Thursday January 13, 2022 at 6:00 p.m. in the Council room at 11 S. Main Street, Milan, Ohio.

Roll call: McIlrath – yes, Bickley – on phone, Rospert – yes, Taylor – yes, Shafer – absent, McManus – yes.

Motion by Rospert, seconded by McIlrath, to excuse Nate Shafer from the work session due to his duties in the military. Roll Call: Bickley – abstain, Rospert – yes, Taylor – yes, McManus – yes, McIlrath – yes.

Motion by Taylor, seconded by McIlrath, to excuse Mike Bickley from the work session. Roll Call: Rospert – yes, Taylor – yes, McManus – yes, McIlrath – yes.

New Business

Continued review and discussion of the Personnel Policies.

Section 8.12 – DRESS STANDARDS – Change the heading to adjust to the Village of Milan and the alphabet is out of order will be in order, in the final draft.

H. (will be, C) Strike the following, steel toed footwear must be worn in designated areas and shorts, extremely loose clothing, and tennis shoes are not permitted.

I. (will be, D) and J. (will be E)

UNIFORM EXPENDITURES – take out Parks and Recs, Milan does not have this department. Keep our language and take out Monroeville’s sections L – V, but add a notation that within one or two years after the adoption of this policy all employees must wear Village logo shirts worn at all time or at the descretion of the Administrator.

Add the following in bold font. Beginning January 1, 2019 and thereafter, the Village shall provide a clothing allowance, to include pants, shirts, jackets and foot wear to each full-time employee **working with** the Streets and Parks Department, the Water and Sewer Department and Electrical Department of Four Hundred Dollars (\$400.00) per year. Such clothing allowance shall be reimbursed to the employee upon presentation of a receipt for the clothing purchased and the amount left in an employee's account shall not carry over year to year. Cashiers and Assistance Cashiers will not receive a clothing allowance.

POLICE DEPARTMENT – Keep with the Village of Milan verbiage, but take out section (b).

Section 8.13 – GAMBLING – Don't add this section.

Section 8.14 – SOLICITATION AND DISTRIBUTION – Eliminate this section.

Section 8.15 – TOBACCO FREE ENVIRONMENT – add vaping to this section. Take out purpose and procedure.

Section 8.16 – EXPOSURE TO CONTAGIOUS DISEASE AND BLOOD BORNE PATHOGENS – take out section F. Add this language suggesting that the Village follow the Center for Disease Control (CDC) recommendations for proper PPE.

Section 8.17 – CREDIT CARD POLICY – Keep with the Village of Milan credit card policy.

Chapter 9 – DRUG FREE WORKPLACE POLICY – Use the Village of Monroeville Policy to fit the Village of Milan.

Chapter 10 – DISCIPLINE – Solicitor Barney will clean this section up to adjust to the Village of Milan.

Chapter 5.8 UNPAID LEAVES

Section A. 2 – Solicitor Jim Barney will clean this section up to adjust to the Village of Milan along with the discipline policy.

Volunteer Fireman – Cathy has not gotten anything back from BWC and Jim Barney will look into this section and get back to Council.

3.6 HOURS OF WORK – Flextime and Comp Time Policy needs to be discussed yet.

Section D. **CALL-OUT DUTIES/MEETING ATTENDANCE** – Monroeville does pay their employees at regular time if they must attend a meeting out of regular work hours.

5.3 Holidays – Section D. Brian will check on this section.

Unfinished Business

None

Questions for Next Meeting

None

Adjournment

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

Roll call: McIlrath - yes, Rospert – yes, Taylor – yes, McManus – yes.

Carla Rospert

Carla Rospert, Council President

Catherine Ramey

Catherine Ramey, Fiscal Officer