

**CITY OF SOUTH LEBANON, OHIO
ORDINANCE NO. 2022-15**

**AN ORDINANCE AMENDING ORDINANCE 2020-24 REGARDING THE CITY'S
OBSERVED HOLIDAY SCHEUDLE AS DEFINED IN SECTION 6.01 OF THE CITY
OF SOUTH LEBANON'S PERSONNEL POLICY AND PROCEDURE MANUAL,
AND DECLARING AN EMERGENCY**

WHEREAS, with the assistance of human resources consultant Clemans Nelson & Associates, the City (formerly Village) created and the Council approved Ordinance No. 2020-24 on November 5, 2020, placing in effect the City's (formerly Village) Personnel and Policy Procedure Manual for the City's employees; and

WHEREAS, Section 6.01 of the City's Personnel and Policy Procedures Manual defines the City's observed holiday schedule; and

WHEREAS, it is the recommendation of City staff that the policy be amended to recognize the federal holiday, Juneteenth, as a City observed holiday; and

WHEREAS, immediate action is required to allow observance of the Juneteenth holiday on June 20, 2022, and such action is necessary in order to preserve the public peace, health, safety or welfare of the City.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of South Lebanon, at least a majority of all members elected thereto concurring:

Section 1. That the Council does hereby amend Ordinance No. 2020-24 for the proposed changes to Section 6.01 of the City's Personnel Policy and Procedure Manual, a copy of which is attached hereto and incorporated herein by reference.


Section 2. That the recitals contained within the Whereas Clauses set forth above are incorporated by reference herein.

Section 3. That this Ordinance is hereby declared to be an emergency measure in accordance with Ohio Rev. Code § 731.30 for the immediate preservation of the public peace, health, safety and general welfare; and, this Ordinance shall be in full force and effective immediately upon its passage.

Ordinance 2022-15 Amended Holiday Schedule

Section 4. That it is found and determined that all formal actions of the Council concerning and relating to passing this Ordinance were adopted in an open meeting of Council in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

Adopted this 5th day of May, 2022.

Attest: 
Petrina Williams, Fiscal Officer/Clerk


James D. Smith, Mayor

Rules Suspended: 5/5/2022 (if applicable)

Effective Date – 5/5/2022

Vote - 5 Yeas

1 Nays

First Reading – / /2021

Effective Date – / /2021

Second Reading – / /2021

Third Reading– / /2021

Vote - ____ Yeas

____ Nays

Prepared by and approved as to form:

ANDREW P. MEIER
CITY SOLICITOR
SOUTH LEBANON, OHIO

By: 
Date: 5/5/2022

HOLIDAYS

SECTION 6.01

Full-time employees shall receive the following paid holidays:

New Year's Day	Labor Day
Martin Luther King Day	Veteran's Day
President's Day	Thanksgiving Day
Memorial Day	Day after Thanksgiving
Juneteenth	Christmas Eve Day
Fourth of July	Christmas Day

If a holiday falls on Sunday, it will be observed on the following Monday; if it falls on Saturday, it will be observed on the preceding Friday. If an employee's work schedule is other than Monday through Friday, he/she shall be entitled to holiday pay for a holiday observed on his/her day off, regardless of the day of the week on which it is observed.

In observance of each authorized holiday, full-time employees will normally be granted the day off from work. Full-time employees shall receive straight time pay for each authorized holiday.

In order to receive the holiday pay an employee must work his/her full scheduled workday on the day immediately preceding the holiday and the full scheduled workday on the day immediately following the holiday, unless he/she is absent from work for previously authorized use of sick leave, vacation or comp time.

Any employee required to work on one of the recognized holidays will receive compensation at one and one-half (1-1/2) time rate for all time worked on the holiday.