

Administrative Process – October 13, 2021

NO MEETING because of lack of members present, but the following were discussed by Chairperson Toni Harper and Mayor Anthony Taylor.

Section 8.10 of the Employee Handbook

Employees who obtain prior permission from the Village Administrator OR THE MAYOR to acquire additional OEPA Certification for Water, Wastewater, or chemical distribution; and do successfully complete the course of study, will receive a pay increase only when the employee's job position and plant certification are related to the certification. Certification only up to the required level of the Water Works and/OR Wastewater Works for the Village will be eligible for an increase of \$1.00 per hour. STREET DEPARTMENT EMPLOYEES WHO EARN CHEMICAL SPRAY LICENSES WILL BE ELIGIBLE FOR AN INCREASE OF \$0.50 per hour for each eligible certification.

The 2020-13 ordinance has the above wording as section 4.

Anthony checked job descriptions and found one for full-time temporary casual labor. This could be amended to read full-time OR PART-TIME temporary casual labor.

