

TEMPORARY ORDINANCE NO. 66-25

PERMANENT ORDINANCE NO. _____

AN ORDINANCE TO ESTABLISH BENEFITS, TITLES, AND COMPENSATION FOR FAIRFIELD COUNTY MUNICIPAL COURT JUDICIAL AND PROBATION PERSONNEL EMPLOYED BY THE CITY OF LANCASTER, OHIO FOR THE YEAR 2026, AND TO DECLARE AN EMERGENCY

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF LANCASTER, STATE OF OHIO:

SECTION 1. MUNICIPAL COURT PERSONNEL.

The following municipal court personnel positions are approved and established, effective Payroll #1, 2026, in accordance with the department, job title, and number of employees listed below:

| <u>DEPARTMENT</u> | <u>JOB TITLE</u> | <u>NUMBER OF EMPLOYEES</u> |
|-------------------------------------------|----------------------------------|----------------------------|
| Municipal Court-Judicial | Judicial Office Assistant | 1 |
| | Bailiff | 3 |
| | Judicial Administrative Asst. | 2 |
| Municipal Court-Probation | Probation Administrative Asst. | 1 |
| | Probation Officer | 7 |
| | Probation Officer/Lab Technician | 2 |
| | Senior Probation Officer | 1 |
| Municipal Court-Special Projects Facility | Maintenance Coordinator | 1 |
| | Security Officer (part-time) | 1 |

SECTION 2. PAY SCALE.

The bi-weekly and annual compensation for the employees referenced in Section 1 of this Ordinance above, effective Payroll 1, 2026, shall be within the total annual amount as set forth in the 2026 salary spreadsheet.

- A. The Presiding Judge has the authority to set the annual salary of each employee within the lump sum dollar amount approved by the City Council for salaries for the upcoming year, including any approved cost of living increases.

SECTION 3. RETIREMENT PICK-UP.

Employees under this Ordinance do not receive retirement pension pick up.

SECTION 4. LONGEVITY PAY.

Employees covered by this ordinance who were hired on or after January 1, 2006, are not eligible to receive this benefit.

Full-time employees covered by this Ordinance, who were hired on or before December 31, 2005, shall, after five years of continuous service with the City, receive a \$3.25 bi-weekly payment for each year of service. An employee shall be paid longevity pay

commencing January 1st of the year in which the anniversary of employment occurs.

SECTION 5. SUPERVISOR DISCRETION.

The Presiding Judge may, in the exercise of his or her sound discretion, adjust the pay and/or benefits (e.g., vacation leave, personal time, and compensatory time) of an employee covered by this Ordinance in light of that employee's experience, education, performance, or other extenuating circumstances. Any adjustment under this provision must be in writing and, upon delivery to the City Auditor; the adjustment shall be made as soon as practicable.

SECTION 6. FORCE AND EFFECT.

This Ordinance is declared to be an emergency measure necessary for the immediate preservation of the public peace, health and safety of the City, and for the continued and uninterrupted services by the City of Lancaster. Wherefore this Ordinance shall be in full force and effect immediately upon its passage and approval by the Mayor.

Passed: _____ after _____ reading. Vote: Yeas _____ Nays _____

Approved: _____

President of Council

Clerk: _____

Mayor

Offered by: _____

Second by: _____

Requested by Finance Committee