

North Canton City Council  
Personnel and Safety Committee

ORDINANCE 53 - 2022

An ordinance amending Chapter 155, Personnel Regulations, of the Codified Ordinances of the City of North Canton, specifically Section 155.09, Leave of Absence Provisions, Subsection (c), Vacation Regulations, to amend the vacation accrual method for full-time exempt personnel.

WHEREAS, the City wishes to transition Full-Time vacation hours to an accrual system instead of the current system of granting all vacation for the coming year on January 1.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF NORTH CANTON, COUNTY OF STARK, AND STATE OF OHIO:

Section 1. That Chapter 155, Personnel Regulations, of the Codified Ordinances of the City of North Canton, specifically Section 155.09, Leave of Absence Provisions, Subsection (c), Vacation Regulations, be, and is hereby, amended to read as follows:

(c) Vacation Regulations.

(1) For the sole purpose of the application of this subsection, full-time employees who were employed by the City of North Canton in a calendar year prior to January 1, 2003 shall be deemed to have a service date of January 1 of that year in that year in which their employment commenced.

(2) Annual Vacation Allowances. Fulltime Employees will be credited with accrued vacation. Each full-time employee shall earn and be entitled to paid vacation in accordance with the following schedule:

Years of Service	Annual Accrual (hrs)	Bi-Weekly Accrual (hrs)
<5	80	3.08
5 - 9	120	4.62
10 - 14	160	6.16
15 - 19	200	7.70
>19	240	9.23

(3) Leave Approving Authority.

(A) The Director of Finance is the leave approving authority for Finance Department employees.

(B) The President of Council is the leave approving authority for Directors of Law and Finance and Council Department employees.

(C) The approving authority for all other employees is the applicable department head with concurrence of the Director of Administration.

(4) A vacation schedule based on the seniority standing of employees will be made up by the department head each year with vacation periods so staggered that an employee's absence will not seriously jeopardize the departmental work schedule.

(5) Vacation leave may not be used/charged on a paid holiday.

(6) Vacation may be used in increments of one quarter hour.

(7) Vacation Payout. Employees shall be paid quarterly for any vacation leave to their credit if their current vacation balance exceeds two (2) years accumulating at their current rate of pay.

Section 2. That the Clerk of Council and Mayor of the City of North Canton be, and are hereby, authorized to make such amendments as may be needed to the Codified Ordinances of the City of North Canton to accurately reflect this ordinance upon approval of such amended pages by a voice vote of Council.

Section 3. That if a provision of this ordinance is or becomes illegal, invalid, or unenforceable, it shall not affect the validity or enforceability of any other provision of this ordinance.

Section 4. That this ordinance shall take effect and be in full force from and after the earliest period allowed by law.

Passed in Council this 27<sup>th</sup> day of June, 2022.

Attest: Benjamin R. Young  
Benjamin R. Young, Clerk of Council

Stephan B. Wilder  
Stephan B. Wilder, Mayor

Signed on: June 27, 2022