

AN ORDINANCE AMENDING SECTION 117.110 OF THE CITY OF PEVELY MUNICIPAL CODE PERTAINING TO FRINGE BENEFITS

WHEREAS, from time to time the benefits received by the employees of the City of Pevely, Missouri (“City”) are adjusted to meet the changing times and environment wish to amend the listed court costs collected by the Pevely Municipal Court; and

WHEREAS, the Mayor and Board of Aldermen of the City have determined that the fringe benefits received by the employees of the City should be adjusted.

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF PEVELY, MISSOURI, AS FOLLOWS:

Section 1. That Section 117.110 of the City of Pevely, Missouri Municipal Code is hereby repealed in its entirety and replaced by the following language:

“Section 117.110 FRINGE BENEFITS

A. Insurance Coverage.

1. Medical and dental coverage shall be paid for each employee.
2. Life insurance coverage in the amount of twenty-five thousand dollars (\$25,000.00).
3. Disability insurance plan covers sixty-six and seven-tenths percent (66.7%) of current monthly salary if you suffer from a disabling accident or illness on or off the job. The maximum monthly benefit is three thousand dollars (\$3,000.00), the minimum monthly benefit covered under this plan is one hundred dollars (\$100.00).
4. Workers' Compensation insurance coverage as required by law shall be paid for the employee only for job-related injuries.
 - a. The employee has four (4) choices of pay the first (1st) three (3) days of a job-related injury before Workers' Compensation benefits begin.
 - (1) Sick pay.
 - (2) Vacation pay.
 - (3) No pay.
 - (4) Compensatory time.
 - b. All Workers' Compensation cases will go to Mercy Jefferson Hospital in Festus, Missouri for treatment. All follow-up treatment is at the discretion

- of the City's Workers' Compensation insurance provider and the physician.
- c. *Modified duty.* An employee may return to work in a modified duty capacity under the direction of a Workers' Compensation qualified physician. The physician shall indicate the specific restrictions and the duration of the restrictions so the City can temporarily place the employee in an appropriate environment until the employee can be returned to their regular position. The City Administrator or Chief of Police shall determine if a modified duty assignment is available in their respective departments.

B. *Paid Vacation.* Vacation time shall be paid for each employee at the end of every December thirty-first (31st). New employees starting in the middle of a calendar year vacation is prorated according to the month started from then on as follows:

1. One (1) complete year of service — one (1) week.
2. Two (2) years' service to and including four (4) completed years of service — two (2) weeks.
3. Five (5) years' service to and including fourteen (14) completed years of service — three (3) weeks.
4. Fifteen (15) years' service to and including nineteen (19) completed years of service — four (4) weeks.
5. Twenty (20) years' service and over — five (5) weeks.
6. Vacation time shall not be accumulated and must be taken before the end of the calendar year next following the year for which it was earned.
7. Vacation time of one (1) week or more must be scheduled two (2) weeks in advance, except in emergency situations, and must be approved by the department head.
8. Emergency vacation can be taken with approval of the department head.
9. Upon termination of employment, accumulated vacation shall be prorated and paid.

C. *Paid Holidays.* Employees shall receive a full day's pay for each of the following thirteen (13) holidays.

1. New Year's Day
2. Martin Luther King, Jr. birthday
3. Good Friday
4. Memorial Day
5. Juneteenth
6. Fourth of July
7. Labor Day
8. Columbus Day
9. Veterans Day
10. Thanksgiving Day
11. Day after Thanksgiving

12. Christmas Eve
13. Christmas Day
14. Any subsequent legal holiday declared by State and/or municipal government upon approval of the Board of Aldermen at a regular scheduled meeting.
15. All holidays falling on a Saturday shall be celebrated on the preceding Friday and all holidays falling on a Sunday shall be celebrated on the following Monday.
16. Employees who are scheduled to work on any of the aforementioned holidays shall be paid their regular rate of pay plus eight (8) hours holiday pay. Employees must work their regular shift the day before and the day after said holiday to be entitled to said additional pay.
17. It is the intention of the Board of Aldermen that all employees whose service is not essential to the operation or safety of the City of Pevely will be allowed off on all aforementioned holidays.
18. Employees scheduled or because of emergency service to the City are required to work on any of the holidays listed above shall receive the following:
 - The employee's regular rate of pay for actual hours worked
 - Regular 8 hours of holiday pay
 - Holiday premium for hours actually worked on the holiday but not to exceed 8 total additional hours

D. Sick Leave. Sick leave is considered a privilege to be used only in case of need. It shall be used for illness, off-the-job injury, disability, quarantine due to a contagious disease, or illness in the immediate family requiring the employee to remain at home.

To be eligible for sick leave privileges, the full-time employee must have six (6) months service with the City. All regular full-time employees of the City shall be granted ninety-six (96) hours per calendar year with a maximum of seven hundred twenty (720) hours cumulative starting January 1 of each year.

The following apply to sick leave:

1. *Notification.* To receive compensation while absent on sick leave, the full-time employee shall notify the City one (1) hour before the time he/she is expected to report for work. Sick leave with pay shall be granted unless notification has been untimely made.
2. *Physician's certification.* When absence is for three (3) consecutive days or more, the full-time employee shall be required to file a physician's certification if deemed necessary by the City Clerk. Physician's certification may be required for absence of any duration.
3. A full-time employee terminating from City services shall not be allowed the use of sick leave in the last two (2) calendar weeks of employment. Unused sick leave will not be compensated for in anyway at the time of resignation or dismissal of a

- full-time employee.
4. Abuse of the sick leave privilege can result in dismissal.
 5. The sick leave request must be approved by the department supervisor and the City Clerk.

E. *Funeral leave.* Absence from work for the purpose of arranging for or attending the funeral of an immediate family member shall be allowed without loss of pay not to exceed three (3) days. Absence from work for the purpose of arranging for or attending the funeral of an extended family member shall be allowed without loss of pay not to exceed one (1) day. Immediate and extended family are identified below. Funeral leave will only be granted, provided:

1. The employee notifies the City of the purpose of said absence on the first (1st) day of such absence.
2. The day of the absence is a day during which the employee would have worked, but for the death.
3. The employee, when requested, furnishes proof satisfactory to the City of the death, his/her relationship to the deceased and the date of the funeral.
4. Immediate family to include:
 - a. Spouse.
 - b. Child.
 - c. Mother or father.
 - d. Mother-in-law or father-in-law.
 - e. Sister or brother.
 - f. Sister-in-law or brother-in-law.
 - g. Son-in-law or daughter-in-law.
 - h. Grandmother or grandfather.
 - i. Grandson or granddaughter.
 - j. Stepmother or stepfather.
 - k. Stepchild.
 - l. Foster child.
 - m. Spouse's grandparents.
 - n. Niece or nephew.

Extended family to include:

- a. Aunt.
 - b. Uncle.
 - c. Cousin, first degree.
5. In the event of multiple deaths of any relatives listed above, an employee shall be


allowed five (5) days off without loss of pay.

F. Jury Duty. Employees serving on a jury shall do so without loss of pay."

Section 2. That if any section, subsection, sentence, clause, phrase, or portion of this ordinance is, for any reason, held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinctive, and independent provision and such holding shall not affect the validity of the remaining portions hereof.

Section 3. That this ordinance shall be in full force and effect from and after the date of its passage and approval.

Read twice and passed this 10 day of January, 2022.


Stephanie M. Haas
Mayor of Pevely, MO

ATTEST:



Ashton-Cooke
City Clerk of Pevely, MO

APPROVED AS TO FORM:


Alexei Sweeney
City Attorney

**To Put Bill 2022/101 on its 1st Reading
by Caption:**

Motioned: Tyler Leeder
Seconded: Rick Yount

	<u>Aye</u>	<u>Nay</u>
Yount	✓	—
Menkhus	—	—
Markus	✓	—
Coulson	—	—
Tucker	✓	—
Leeder	✓	—
Brooks	✓	—
Eckles	✓	—
Absent:	<u>Menkhus, Coulson</u>	

**To Accept Bill 2022/101 on its 1st Reading
by Caption:**

Motioned: Rick Yount
Seconded: Bryan Eckles

	<u>Aye</u>	<u>Nay</u>
Yount	✓	—
Menkhus	—	—
Markus	✓	—
Coulson	—	—
Tucker	✓	—
Leeder	✓	—
Brooks	✓	—
Eckles	✓	—
Absent:	<u>Menkhus, Coulson</u>	

**To Put Bill 2022/101 on its 2nd Reading
by Caption:**

Motioned: Ryan Tucker
Seconded: William Brooks

	<u>Aye</u>	<u>Nay</u>
Yount	✓	—
Menkhus	—	—
Markus	✓	—
Coulson	—	—
Tucker	✓	—
Leeder	✓	—
Brooks	✓	—
Eckles	✓	—
Absent:	<u>Menkhus, Coulson</u>	

To Approve Ordinance #1563:

Motioned: Rick Yount
Seconded: Ryan Tucker

	<u>Aye</u>	<u>Nay</u>
Yount	✓	—
Menkhus	—	—
Markus	✓	—
Coulson	—	—
Tucker	✓	—
Leeder	✓	—
Brooks	✓	—
Eckles	✓	—
Absent:	<u>Menkhus, Coulson</u>	