

TOWN OF SYRACUSE, INDIANA
ORDINANCE NO. 2020- 01
AN ORDINANCE AMENDING THE TOWN CODE OF THE TOWN OF SYRACUSE

WHEREAS, the Town of Syracuse previously adopted Ordinance No. 08-11 on October 21, 2008, and thereafter adopted Ordinance No. 2014-17 amending Section 4 of Ordinance No. 08-11, and thereafter adopted Ordinance No. 2019-19 amending Section 4 of Ordinance No. 08-11; and,

WHEREAS, the Town Council of the Town of Syracuse has determined that it is in the best interests of the Town and its employees that said Ordinance be further amended to increase bereavement pay to five (5) working days for full time employees upon the death of the employee's spouse, mother, father, son, daughter, brother, sister, father-in-law, mother-in-law, son-in-law, daughter-in-law, or stepchild.

IT IS HEREBY ORDAINED BY THE TOWN OF SYRACUSE, INDIANA, THAT ORDINANCE 2019-19 IS HEREBY REPEALED, AND THE FOLLOWING IS ADOPTED AS SECTION 4 OF ORDINANCE NO. 08-11, TO-WIT:

Section 4. VACATION - HOLIDAYS - SICK LEAVE - INSURANCE

All full time employees of the Town shall be eligible for five (5) days paid vacation after one (1) full year of employment. An employee must work six (6) months in order to be eligible for prorated vacation time in his/her first year of employment. It shall not be proper to pay an employee any extra compensation in lieu of or in waiver of his/her vacation time. All vacation time shall be arranged between an employee and his/her respective department head, and the time thereof shall be at the discretion of the department head. The anniversary date of each employee shall be one (1) year to the day after hire date in the first year, and January 1st thereafter.

The following vacation periods shall be earned each year:

One (1) year	Five (5) days of vacation
Two (2) years	Ten (10) days of vacation
Seven (7) years	Fifteen (15) days of vacation
Thirteen (13) years and thereafter	Twenty (20) days of vacation

There shall be ten (10) paid holidays for all full time employees of the Town, and such ten (10) holidays shall consist of New Year's Day, Good Friday, Memorial Day, Independence Day, Labor Day, Veterans Day, Thanksgiving Day, Day after Thanksgiving, Christmas Eve Day, and Christmas Day.

All full time employees paid and compensated on an hourly basis shall receive one (1) regular day's pay for each of said ten (10) paid holidays, provided that such employee shall have worked a regular full day prior to and subsequent to each of said ten (10) paid holidays. All full time employees shall be compensated at double a regular day's pay for each of the said ten (10) holidays on which they have performed their regular duty rather than to have received time off in recognition of said holiday. If a holiday falls on an employee's scheduled day off, he or she shall be entitled to eight (8) hours pay or an additional day of earned time off.

All full time employees shall be eligible for seven (7) days of paid sick leave per year. The unused days of paid sick leave may be accumulated by an employee and carried over to the following year; a maximum of fifty (50) days may be carried over. All full time employees shall be eligible to earn personal days. Personal days will be awarded on a quarterly basis. For each quarter a sick day (either paid or unpaid) is not used, the employee will earn one (1) personal day. An employee may accumulate up to four (4) personal days. Employees may convert unused personal days to accumulated sick days by notifying the Clerk-Treasurer's Office in writing.

Upon the death of the following specified member of a full time employees' immediate family: spouse, mother, father, son, daughter, brother, sister, father-in-law, mother-in-law, son-in-law, daughter-in-law, or stepchild, an employee may be granted a maximum of five (5) working days bereavement leave with pay. Full time employees shall receive one (1) working day bereavement leave upon the death of the following relative: grandparent, grandchild, brother-in-law, or sister-in-law. The department heads have the right at their discretion to grant not more than three (3) days of leave to be charged against earned vacation or sick time for death of someone other than those listed herein.

All full time employees of the Town and their dependents, and Town Council members and their dependents shall be provided health insurance at a cost of One Dollar (\$1.00) per year. Full time employees are eligible for health insurance following a sixty (60) day probationary period after their hire date. The Town will provide a High Deductible Health Plan (HDHP) in conjunction with a Health Savings Account (HSA). Annually, the Town may elect to fund any portion of the HSA up to the maximum contribution allowed by Federal regulations. In addition, spouses of fulltime employees, and spouses of Town Council

members shall be eligible for health insurance coverage through the Town's plan unless he/she is eligible for health insurance coverage through his or her place of employment, at a cost of one dollar (\$1.00) per year. Health insurance shall include, but not be limited to, the payment or reimbursement of Medicare insurance premiums and supplemental insurance premiums incurred by an employee or town council member on and after the date of amended Ordinance No 2014-17.

Full-Time Elected officials and eligible full-time employees may participate in the Indiana Public Retirement System (INPRS) and eligible employees may also participate in the 1977 Police & Fire Fund. The Town of Syracuse will contribute the percentage of the elected officials and employees' base wage as required by current rules to the fund when the employee has contributed the minimum required by the current applicable rules. The benefits, costs, and administration are determined by current INPRS directives.

Eligible employees who are enrolled in either the Hoosier S.T.A.R.T. or AUL One American retirement savings plans may continue to contribute to their own 457(b) retirement savings plan, on a biweekly basis. Effective as of the 1st day of September, 2019, the Town of Syracuse will no longer make contributions to an employee's 457(b) retirement savings plan.

All full time employees of the Town shall be provided with Fifteen Thousand Dollars (\$15,000.00) of life insurance coverage at the expense of the Town.

Passed and adopted this 17th day of March, 2020.

TOWN COUNCIL
TOWN OF SYRACUSE, INDIANA

Voted Yea


Paul A. Stoelting, President



Thomas Hoover


Larry Martindale

Voted Nay

Paul A. Stoelting, President

Thomas Hoover



Larry Martindale

William E. Musser


William E. Musser



Larry Siegel

Larry Siegel

ATTEST:



Paula Kehr-Wicker, Clerk-Treasurer
Town of Syracuse, Indiana
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