

VILLAGE OF MARIEMONT, OHIO

ORDINANCE NO. O- 4 -24

TO AMEND ORDINANCE 0-8-23 OF THE MARIEMONT CODE OF  
ORDINANCES TO ALLOW FOR DONATION OF SICK LEAVE; AND TO  
DECLARE AN EMERGENCY

**WHEREAS**, Council is in the process of amending its ordinance commonly known as the salary ordinance; and

**WHEREAS**, a police officer with the Village of Mariemont has experienced serious health problems which will require her to be off work for quite some time; and

**WHEREAS**, several employees of the Village of Mariemont have expressed a desire to contribute some of their available sick time to assist this employee, and possibly other employees, in combatting the financial issues that generally come with time off work; and

**WHEREAS**, Council for the Village of Mariemont believes that it would be in the best interest of the Village of Mariemont to add a provision in the Mariemont Salary Ordinance to allow for the donation of sick time by certain employees to any employee who may be off work due to extended illnesses.

**NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF  
THE VILLAGE OF MARIEMONT, STATE OF OHIO, A  
MAJORITY OF THE MEMBERS DULY ELECTED THERETO  
CONCURRING:**

**SECTION I.** That Section No. XIV shall be amended to include the following provisions:

*Donation of sick leave.*

(1) *Purpose.* To support employees that are forced to endure a catastrophic illness or injury, employees are permitted to donate sick leave to other employees in order to supplement their paid sick leave while absent from work.

(2) *Definitions.*

***DONEE.*** The person receiving a donation of leave.

***DONOR.*** The person donating leave to another employee.

- (3) Each donation of sick leave must be for a minimum of eight hours. The employee may donate an unlimited number of sick hours as they desire to another employee each time there is a need provided it is approved by their Department Head and Mayor. Donors must retain a sick leave balance of at least 400 hours after each donation. No donated leave will be returned to the Donor, whether or not the leave is used by the Donee. All requests to donate sick leave must be in writing by the Donor to their Department Head. Donation requests must be approved by the Donor's and Donee's respective Department Heads, and the Mayor, before the leave can be donated.
- (4) Employees who are eligible and wish to donate their sick leave to another employee will not be charged for donated hours of sick leave as it pertains to Sick Time Sell Back. The employee's sick leave balance will decrease by the number of hours donated, but the employee will not forfeit their eligibility for Sick Time Sell Back, unless the employee uses 40 plus hours of sick time for their personal use. In either case, the employee must retain a balance of 960 hours in their sick leave bank in order to be eligible for the Sick Time Buy Back Program.
- (5) A separate sick leave bank will be established for each Donee in need. Donated time may be used by a Donee only after he or she has exhausted his or her paid leave, including but not limited to all sick leave, vacation leave, comp time, etc. Each Donee's sick leave bank may not exceed a total accumulation of more than 2080 hours at any time. All unused leave in the Donee's sick leave bank will expire 180 days after the Donee returns to work. Donated sick leave may be used by the Donee as his or her regular sick leave is used, except that time in the sick leave bank cannot be used by the Donee to receive payment upon retirement.
- (6) Donors and Donees must be in good standing with his or her department in order to participate in the donation program. Sick leave may be donated to another employee at any time during the illness or injury.
- (7) The Mayor has the authority to determine whether a potential Donee's illness or injury warrants participation in the donation program. The Mayor may require whatever proof of illness or injury from the potential Donee or his or her medical providers deemed necessary to enable the determination.

**SECTION II.** All other provisions as set forth in Ordinance 0-8-23 shall remain unchanged and in full force and effect.

**SECTION III.** This Ordinance is hereby declared to be an emergency measure necessary for the preservation of the public peace, health and safety and shall go into immediate effect. The reason for said emergency is to ensure that such leave may be donated immediately so that the employee will not experience any financial hardship.

Passed: February 12, 2024

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William A. Brown, Mayor

ATTEST:

I, Kelly I. Rankin, Fiscal Officer of the Village of Mariemont, Ohio, do hereby certify that there is no newspaper printed in said municipality and that publication of the foregoing Ordinance was duly made by posting true copies thereof at five of the most public places in said corporation as determined by the Council, as follows: the Concourse, Miami Bluff and Flintpoint Way; the Tennis Court property, on the east side of Plainville Road between Maple and Chestnut Streets; the site of the Municipal Building. Wooster Pike and Crystal Springs Road; the northeast corner of the intersection of Rembold and Miami Road inside the enclosure; the northwest corner of the Old Town Center, intersection of Chestnut and Oak Streets; each for a period of fifteen days commencing on the 13<sup>th</sup> day of February 2024.

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Kelly I. Rankin, Fiscal Officer