

**ORDINANCE NO. 2011-53R**  
**AN ORDINANCE AMENDING**  
**SECTION 260.16 "GROUP INSURANCE,**  
**TRAVEL EXPENSES AND OTHER**  
**REIMBURSEMENTS"**  
**OF THE CITY OF WAPAKONETA,**

BE IT ORDAINED by the City Council of the  
City of Wapakoneta, State of Ohio, County of  
Auglaize, to-wit:

**SECTION ONE**

Section 260.16 is hereby amended to read as follows:

**260.16 GROUP INSURANCE, TRAVEL EXPENSES AND OTHER REIMBURSEMENTS.**

(a) Travel expense reimbursement shall be as follows:

- (1) All reimbursement for use of private automobiles by any and all municipal officers and employees for city convenience on authorized trips shall be at the rate of the current mileage allowance per IRS guidelines.
- (2) All out-of-city trips by employees of the Departments of Public Service and Safety, for which compensation will be paid, must first be approved by the Director of Public Service and Safety.
- (3) Reimbursement for reasonable expenses for personal needs, lodging, transportation costs, and other justifiable travel expenses on authorized trips beyond twenty miles of the city by an employee in the departments of Public Service and Safety will be authorized and approved by the Director.
- (4) Authorization for travel expense reimbursement for trips outside the city by city officials shall be made by the Mayor in compliance with the Ohio Revised Code. Reimbursement shall conform to the provisions of paragraphs (a) (1), (2) and (3) hereof.
- (5) Authorization for issuance of advance funds for travel expenses when requested will be given by the Director for departments of Public Service and Safety employees and by the Mayor for City officials.
- (6) Reimbursement for all out-of-pocket expenses shall be made with a receipt exclusive of mileage charges as provided in paragraph (a)(1) hereof.

(b) The Police Department Dispatchers, Police Chief and Fire Chief will be reimbursed for expenditures for uniforms upon the submission of receipts and the signed approval of his or her respective department head. Such reimbursements shall be charged to the allowance for such employee as provided in Section 260.05, not to exceed the amounts contained therein.

(c) Group hospitalization insurance, including medical coverage and prescription drug will be provided for the employee and the employee's dependents as defined by the plan. The City will pay 75% of the monthly premium for individual or family coverage for each full-time non bargaining unit employee. The employee will pay 25% of the monthly premium for individual or family coverage. The City may offer alternative insurance plans to employees for which the 75% - 25% premium cost share shall apply. The City may also offer a Health Savings Account (HAS) for voluntary participation (Effective 1 January 2012).

FIRST READ	SECOND READ	THIRD READ		SUSPEND		ADOPT	
				YES	NO	YES	NO
9/19/2011	10-3-2011	10-17-2011	J NEUMEIER				
			D LEE			✓	
			B WURST			✓	
			D GRAF			✓	
			W WELLS			✓	
			S WALTER			✓	
			T FINKELMEIER			✓	
			TOTAL			7	0

(d) The City shall provide and pay for a fifteen thousand dollars (\$15,000.00) group term life insurance, including a fifteen thousand dollar (\$15,000.00) accidental death policy, covering all full-time non-bargaining unit employees.

(e) All full-time city employees shall, on a voluntary basis, be provided the opportunity to become vaccinated with the Hepatitis B vaccine. The City shall pay for the vaccine and vaccination when requested to do so, in writing, by the employee.

(f) All employees shall receive, and are expected to give a minimum of two weeks notice of termination of employment. The two weeks notice of termination of employment does not apply if the termination of employment is not under honorable conditions, if a new employee's probationary period has not passed, or if employment is for intermittent periods. Examples of termination under other than honorable conditions are:

- (1) Committing a felony;
- (2) Intoxication on the job;
- (3) Flagrant or persistent insubordination;
- (4) Conduct subversive of proper order and discipline;
- (5) Misuse of public funds or materials;
- (6) Falsifying reports or records;
- (7) Sustained conduct detrimental to the efficiency or morale of the service
- (8) Incompetence.

## SECTION TWO

THAT existing Chapter 260.16 is hereby repealed.

Attest:

Carlene Skoch

Clerk of Council

Bonnie C. Lambert

President of Council

Passed this 17<sup>th</sup> day of  
October, 2011

Approved:

Ray Mc

Mayor

Approved as to form:  
[Signature]

City Law Director

THIS IS TO CERTIFY THAT THE FOREGOING ORDINANCE/RESOLUTION WAS PUBLISHED IN THE WAPAKONETA DAILY NEWS, A NEWSPAPER OF GENERAL CIRCULATION IN AUGLAIZE COUNTY, OHIO AND APPEARED IN ITS ISSUES OF 10-20-2011 AND 10-27-2011.

Carlene Skoch

CLERK OF COUNCIL