

ORDINANCE NO. O2009-76

**AN EMERGENCY ORDINANCE AMENDING O2009-21,
AND ESTABLISHING GUIDELINES FOR EMPLOYEE FUND**

WHEREAS, the City of Gallipolis, Ohio, has established an appropriation line from which to pay certain expenses to benefit employees and wishes to re-establish guidelines determining how to pay for such expenses; and

WHEREAS, it is necessary to amend O2009-21 and the guidelines for the employee fund; and

WHEREAS, the City Manager has recommended in writing the passage of this Ordinance as an emergency measure as it is necessary for the immediate preservation of the public peace, health, safety and property and in order to provide for the usual operations of the municipal departments.

NOW, THEREFORE, BE IT ORDAINED by the City Commission of the City of Gallipolis, State of Ohio:

SECTION 1: That Ordinance No. O2009-21 which reads as follows.

That guidelines for the employee fund are hereby re-established as follows:

Appropriation lines in the General Fund, Water Fund and Water Pollution Control Fund are hereby established to be used to pay expenses as hereinafter set forth:

EMPLOYEE FUND

The City of Gallipolis recognizes that circumstances warrant the expenditure of City funds for items that console employees and their family during difficult medical or bereavement times or reward employees for outstanding performance in their duties. The establishment of this fund is intended to provide an opportunity for the City to express sincere feelings to employees, Commission members and/or their family members. Appropriations for this fund shall be determined by the City Commission during the annual budget process. Expenditures shall fall into one of the following categories:

Allowable expenditures are as follows:

1. Flower arrangement or donations in lieu of flowers for the death of an employee, City Commission member, City Board member, a former employee who retired from employment with the City, or the immediate family of a current employee of the City. Immediate family shall be considered spouse, children or parents of employee.
2. Flower arrangements for the hospitalization of a current employee, spouse or children who reside in the household of the employee, City Commission member, or City Board member.
3. Recognition awards, dinners, retirement plaques, service awards or other items that are intended to recognize outstanding performance of the City employees, City Commission members, City Board members or volunteers.
4. At the employee's time of retirement, the City Manager may spend up to \$100 for a retirement gift for anyone who has worked for the City at least 10 years, \$150 for 15 years and \$200 for anyone after 20 years or more of service.
5. The City may have available for the benefit of the employees such amenities as coffee, tea and hot chocolate.

All of the above expenditures are to be of a reasonable amount approved by the City Manager.

BE, AND HEREBY IS, AMENDED to read as follows:

That guidelines for the employee fund are hereby re-established as follows:

Appropriation lines in the General Fund, Water Fund and Water Pollution Control Fund are hereby established to be used to pay expenses as hereinafter set forth:

EMPLOYEE FUND

The City of Gallipolis recognizes that circumstances warrant the expenditure of City funds for items that console employees and their family during difficult medical or bereavement times or reward employees for outstanding performance in their duties. The establishment of this fund is intended to provide an opportunity for the City to express sincere feelings to employees, Commission members, **local dignitaries** and/or their family members. Appropriations for this fund shall be determined by the City Commission during the annual budget process. Expenditures shall fall into one of the following categories:

Allowable expenditures are as follows:

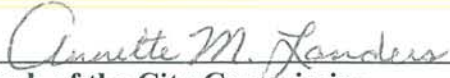
1. Flower arrangement or donations in lieu of flowers for the death of a **local dignitary**, an employee, City Commission member, City Board member, a former employee who retired from employment with the City, or the immediate family of a current employee of the City. Immediate family shall be considered spouse, children or parents of employee.
2. Flower arrangements for the hospitalization of a current employee, spouse or children who reside in the household of the employee, City Commission member, or City Board member.
3. Recognition awards, dinners, retirement plaques, service awards or other items that are intended to recognize outstanding performance of the City employees, City Commission members, City Board members or volunteers.
4. At the employee's time of retirement, the City Manager may spend up to \$100 for a retirement gift for anyone who has worked for the City at least 10 years, \$150 for 15 years and \$200 for anyone after 20 years or more of service.
5. The City may have available for the benefit of the employees such amenities as coffee, tea and hot chocolate.

All of the above expenditures are to be of a reasonable amount approved by the City Manager.

SECTION 3: This Ordinance shall be in full force and effect immediately upon passage as an emergency measure.

PASSED: November 13, 2009

ATTEST:



 Clerk of the City Commission




 President of the City Commission

The foregoing Ordinance is hereby approved as to form.



 Gallipolis City Solicitor

The foregoing Ordinance is hereby certified as to funds according to City Charter.



 Gallipolis City Auditor