

ORDINANCE NO. 2025 - 03

AN ORDINANCE AMENDING AND RESTATING THE EMPLOYEE HANBOOK AND PERSONNEL POLICIES RELATIVE TO UNIFORM ALLOWANCE

BE IT ORDAINED BY THE COUNCIL OF THE VILLAGE OF NEW LONDON, HURON COUNTY, OHIO, AS FOLLOWS

Section 1. That, effective from and after January 1, 2025, the provisions of the New London Employee Handbook and Personnel Policies relative to Uniform Allowance shall be amended and fully restated to replace the existing language and read as follows:

**UNIFORM ALLOWANCE**

As specified below, employees assigned to perform services and who have completed their probation shall be entitled to participate in the Village Uniform Allowance program. In connection with this Program, the Village Administrator and Fiscal Officer shall identify one or more vendors with which the Village is prepared to make clothing purchases from a Village-approved list of clothing. Eligible employees will then be permitted to order eligible clothing items to be charged against the Village's account. Items will be paid for by the Village, will bear a Village-approved logo on coats, and will remain the property of the Village. Expenditures will be limited as follows:

- 1) For members of the Police Department, an Applicable Annual Limit shall be allowed, as follows:
  - a. The Chief and Lieutenant shall be allowed up to \$1,000 per year;
  - b. All other Full Time officers shall be allowed up to \$800 per year;
  - c. Part time officers shall be allowed up to \$500 per year.
- 2) For other Full Time employees of the Village, the Applicable Annual Limit will be a maximum authorized total expenditure per employee of \$450.
- 3) Items on the Village's approved list may be ordered by the employee so long as the employee remains within the Annual Applicable Limit. Any expenditures beyond the Annual Applicable Limit or not from the approved list must be paid by the employee and will be charged against payroll.

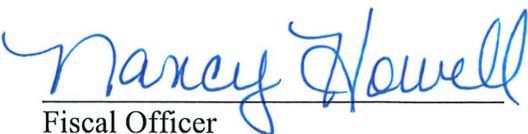
Upon termination of employment, all Village acquired clothing shall be surrendered by the employee to the Village; the Administrator shall have the discretion to determine whether such clothing has continued useful life for the Village's continued use, or whether the same may be retained by the departing employee.

Section 2. That this Ordinance shall take effect at the earliest period allowed by law.

PASSED: February 10, 2025

Mayor 

ATTEST:

  
Fiscal Officer