

**PUBLIC SAFETY AND THE POLICE DEPARTMENT COMMITTEE**

**Bond  
Radtka  
Moseley**

**ORDINANCE NO. 8-2026**

**AN ORDINANCE AMENDING AND RESTATING ORDINANCE NO. 70-2024 ESTABLISHING THE AUTHORIZED STRENGTH, HOURLY WAGES, TERMS OF REMUNERATION AND RULES GOVERNING THE OPERATION OF THE VILLAGE OF LORDSTOWN AUXILIARY POLICE DEPARTMENT, TO BE EFFECTIVE JANUARY 1, 2026 AND DECLARING AN EMERGENCY.**

**NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE VILLAGE OF LORDSTOWN, STATE OF OHIO:**

**Section I. Creation of Position and Auxiliary Police Department.** That the Council of the Village of Lordstown hereby creates the following employment positions and establishes the following Rules Governing the Operation of the Village of Lordstown Auxiliary Police Department, to-wit:

(a) Qualification for New Hirees: That commencing January 1, 2001, each new hiree at the rank of Auxiliary Police Officer shall have successfully completed the Ohio Peace Officer's Training Program.

(b) Volunteer Hours: That each Auxiliary Police Officer in the Village of Lordstown with 0 to 3 months of service shall be required to volunteer 20 hours minimum per month in order to maintain his/her commission with the Village; provided, however, that required volunteer hours may be waived, at the Police Chief's discretion, if the Auxiliary Officer has, in the judgment of the Chief, sufficient law enforcement experience.

(c) Hours of Work: Officers shall be required to work 200 hours minimum per calendar year in order to maintain his/her commission with the Village of Lordstown. Officers may combine volunteer and paid time to reach the 200 hour minimum. Officers who do not meet the per calendar year minimum for hours worked shall be subject to dismissal at the beginning of the next calendar year. Officers who may be on an extended sick or injury leave (Officer must submit physician's excuse), or approved leave of absence, shall be exempt from the 200 hour minimum, provided that said Officer maintained an average of 12 hours worked per month for the months in that calendar year in which the Officer was not on an extended sick or injury leave, or approved leave of absence. All Auxiliary Officers, excluding the **School Resource Officer**, shall work a minimum of 8 hours

per month unless excused by the Chief of Police. **The minimum work hour requirements set forth herein shall not apply to the School Resource Officer who shall maintain his/her commission with the Village of Lordstown without any minimum work hour requirement.**

## **Section II. Employment Opportunities.**

Vacant employment positions within the Village of Lordstown Auxiliary Police Department must be advertised in a newspaper of general circulation within Trumbull County, Ohio, with publication of sufficient information to attract and encourage the most qualified candidates to apply. After which the Police Chief shall narrow the list of applicants to the three (3) most qualified candidates, conduct interviews and then recommend to the Mayor the most qualified candidate to be employed by the Village; however, subject to ratification by Village Council. All new Village employees shall serve a six (6) month probationary period. The failure to adhere to this protocol shall render the employment of a new Village employee null and void. This provision of the Amended and Restated Ordinance shall be effective on the date that it is passed by Village Council.

## **Section III. Compensation.**

(a) Rates of Pay. The following shall be the rates and terms of pay when called out or scheduled to work for the Police Department, with the provision that each Officer, so required by Section I above has served free of charge to the Village not less than twenty (20) hours in the previous month.

(b) Wage Scale. Each newly hired Officer shall start at Step I of the wage scale and shall advance to Step II after reaching one (1) year of service on the anniversary date of hire. Auxiliary Police Officers shall be paid in accordance with the following schedule of hourly wages for the period commencing January 1, 2025 and ending December 31, 2027:

1. *Step I:*

2025 - \$16.56  
2026 - \$17.05  
2027 - \$17.56

2. *Step II:*

2025 - \$17.63  
2026 - \$18.15  
2027 - \$18.69

(c) Overtime. Each Auxiliary Police Officer required to work in excess of eight (8) consecutive hours in a work day shall receive overtime compensation equivalent to one and one-half times the employee's regular rate of pay for all hours worked in excess of eight (8) hours.

(d) Holiday Pay. Each Auxiliary Police Officer required to work any of the holidays identified in Section IV hereof shall receive overtime compensation equivalent to one and one-half times the employee's regular rate of pay; provided, however, that such employee has not during the fiscal year refused more than fifty percent (50%) of the work opportunity offered said employee, in the sole and exclusive judgment of the Chief of Police. Provided, however, that if an Auxiliary Police Officer is required to work Thanksgiving Day or Christmas Day, he/she shall be paid at two and a half (2 ½) times his/her hourly rate of compensation.

#### **Section IV. Holidays**

- (A) The following days are hereby designated as "Legal Holidays":
- (1) The first day of January, known as New Year's Day;
  - (2) The third Monday in January, known as Martin Luther King, Jr., Day;
  - (3) The third Monday in February, known as President's Day;
  - (4) Easter Sunday;
  - (5) The last Monday in May, known as Memorial Day;
  - (6) The nineteenth day of June, known as Emancipation Day;
  - (7) The fourth day of July, known as Independence Day;
  - (8) The first Monday in September, known as Labor Day;
  - (9) The second Monday in October, known as Columbus Day;
  - (10) The eleventh day of November, known as Veteran's Day;
  - (11) The fourth Thursday in November, known as Thanksgiving Day;
  - (12) The twenty-fifth day of December, known as Christmas Day;
  - (13) The eleventh day of September, known as Patriot Day, provided that such day is declared a Federal holiday.

## **Section V. Pre-Employment Physical.**

(a) Physical Examination Required. No person shall be hired as an Auxiliary Village Police Officer unless he or she has first passed a physical examination, given by a licensed physician, showing that he or she is capable of performing the duties of the position to which he or she is to be hired to perform.

(b) Physician to Conduct Examination. The Village of Lordstown will select the licensed physician for said examination and the Village shall pay said licensed physician for said examination.

## **Section VI. Sick Leave Entitlement.**

(a) Computation. Sick leave for part time employees of the Village shall be computed on the basis of five (5) hours for every eighty (80) hours of service.

(b) Accumulation. Accumulation of sick leave shall be unlimited.

(c) Entitlement after Retirement. At the time of retirement from active service, an employee, in order to receive payment for unused sick leave, must have been employed by the Village for three (3) full years.

(d) Payment upon Death or Retirement. Upon retirement or in the event of death prior to retirement, an employee shall be entitled to receive a lump sum cash payment of up to six hundred (600) hours of any accrued but unused sick leave up to a maximum of seventy-five (75) days. In the event such payment arises due to the death of an employee prior to retirement, such payment shall then be made to the employee's estate.

## **Section VII. Sick Leave Policy.**

(a) Deduction in Benefits When Ordered Off Duty. An employee who reports for work and who, in the opinion of the department supervisor, is too ill to perform his/her assigned duties may be ordered off duty with a deduction in sick leave accrual equivalent to the time missed. If the employee has no sick leave accrued, the time off shall be without pay.

(b) Physician Statement, When Required. Any employee who is off work due to sickness or injury for more than three (3) consecutive work days, shall be required to submit a statement from his or her attending physician verifying the fact that said employee was absent from work due to said sickness or injury.

(c) Examination, When Required. Any employee who is off work due to sickness or injury for ten (10) days or more, shall be required, at the discretion of his/her immediate supervisor, to submit to an impartial examination, by a physician designated and paid for by the Village of Lordstown. Forms will be provided by the Village.

(d) Recommendations. In the event that the examining physician recommends x-rays, examination by a specialist or psychiatrist, the employee shall submit, at Village expense, to these recommendations at the earliest possible time. Any recommendations by the above examining physicians, as to duty status, will be final.

(e) Disclosure. In any illness/injury extending ten (10) days or more, it will also be the responsibility of the employee to submit a complete copy of his/her attending physician's diagnosis, treatment and prognosis of the said illness or injury, if requested.

(f) Compliance. Any employee refusing or neglecting to comply with the above policies, will not be permitted by his/her immediate supervisor to return to work until such time as he/she has complied with said policies.

(g) Forfeiture. Employees will not receive compensation of any kind for failure to comply with this section, such as accumulated sick leave or vacation days.

**Section VIII. Employment Upon Election to Public Office.** In order to prevent any potential conflict of interest, any Village employee who is elected or appointed to the position of Mayor, Village Clerk, Treasurer or Village Council or any Water Department employee who is elected or appointed to the Board of Trustees of Public Affairs must resign from said Village employment before taking over the duties and responsibilities of his or her elected or appointed office.

**Section IX. Court Appearance.** Court appearance fees shall be paid to an Officer for appearing in court at the request of the court at the rate of two (2) times his/her hourly rate of compensation and an additional \$40.00 court appearance fee shall be paid to an Officer if the court appearance interferes with his/her regular employment. Regardless of the number of court cases for which the Officer must appear in one day, payment shall be limited to only two (2) court cases in one day.

**Section X. Clothing Allowance.** Each Auxiliary Police Officer shall receive a \$300.00 uniform allowance payable in February as long as they worked 200 hours the preceding year. At any time the Village or Department Head changes uniform style or requirements, the Village shall pay for the costs incurred, whether for leather gear or clothing.

**Section XI. False Arrest/Liability/Workers' Compensation.** The Village shall provide false arrest coverage, liability insurance coverage and workers compensation insurance for Auxiliary Officers while performing duties for the Village of Lordstown.

**Section XII. School Time/Firearms Qualification.**

(a) Compensation for Firearms/Range Qualification. Each Auxiliary Police Officer who is required to attend firearms school, range qualification or other weapon training shall be paid at his or her regular hourly rate while attending such school or qualification session not to exceed eight (8) hours per day, and in no event exceeding sixteen hours (16) per schedule. Eight (8) hours paid for

classroom training, eight (8) hours paid for firearms range time.

(b) Compensation for Training. With the approval of the Mayor, any Auxiliary Police Officer who attends schooling which is necessary for his/her present duties, or to update his/her training as a Police Officer, shall be paid his or her regular rate while attending the training, not to exceed eight (8) hours per day or not to exceed forty (40) hours per week. The Auxiliary Officer shall be reimbursed for his or her expenses in accordance with the Village Ordinance governing such expenses which is in effect at that time.

**Section XIII. Life Insurance.** Each Auxiliary Officer, upon reaching five (5) years without a break in service with the Village, shall be covered with life insurance in the amount of \$15,000.00, for the period of this Ordinance. Exempted from this coverage are Auxiliary Officers currently receiving life insurance benefits paid by the Village, in accordance with such provisions as are applicable to the policy of insurance covering Auxiliary Officers.

**Section XIV. Rules of Employment.** To promote the general welfare and harmony, and to maintain safe and proper working conditions for all employees of the Village, the following rules governing the employees are hereby adopted:

(a) Suspension for Violation. Any employee violating any one or more of Items (1) through (11) listed below will be subject to immediate suspension upon the recommendation of the department supervisor and with approval of the Mayor. Said suspension may result in dismissal upon approval of the Village Council. However, a lesser punishment may be prescribed by the department supervisor and Mayor.

1. *Intoxication* - No employee shall report for work under the influence of alcohol and/or drugs. It will be necessary for the department supervisor to attest to the degree of alcohol/drug effect.
2. *Theft* - No employee shall steal from the Village, a fellow employee, or any other person or persons.
3. *Misrepresentation* - No employee shall make a false statement in connection with employment applications or other prescribed Village records such as sick leave reports or equipment damage reports.
4. *Insubordination* - No employee shall act in an insubordinate manner. This shall include refusal or failure to perform assigned jobs.
5. *Property Damage* - No employee shall intentionally damage or treat with disregard any item of Village property.

6. *Assault* - No employee shall physically assault another person.
7. *Sleep While on Duty* - No employee shall sleep while on duty. -This shall include on Village premises, in vehicles or on job sites.
8. *Conduct* - No employee shall treat with disrespect any resident or visitor to the Village.
9. *Verbal Abuse* - No employee shall verbally abuse another person.
10. *Miscellaneous* - Any violation not specifically cited above, but which is deserving of disciplinary action shall be dealt with upon agreement of the department head and Mayor.
11. *Random Drug Testing* - Employees of the Village of Lordstown who are required to maintain a commercial driver's license shall comply with Village Ordinance No. 78-2017 (CDL Drug and Alcohol Random Testing Policy). All other employees of the Village of Lordstown shall comply with Village Ordinance No. 35-2017 (Drug and Alcohol Random Testing Policy).

(b) Hearing. In cases of disciplinary action as a result of violation of Items (1) through (11) above, an appeal hearing shall be heard at the next regularly scheduled Council meeting if it occurs within five (5) days of the notice of appeal and if no meeting is scheduled within five days of the notice of appeal.

#### **Section XV. Absences, Excessive Absences and Tardiness**

(A) Absences. An absence is defined as a continuous time period during which an employee is not present during his/her scheduled work hours, whether authorized or unauthorized.

Absences in each calendar year are unpaid and may subject an employee to disciplinary action.

If an employee arrives at work late or leaves work early due to illness, the employee will be paid for actual time worked after the start of a scheduled shift. Balance of time off will be covered by sick time.

(B) Excessive Absences. An excessive absence is defined as an unscheduled or unexcused absence within any rolling 12-month period, which exceeds the paid absence days allowed. Discipline will be imposed for excessive unexcused absences as follows:

FIRST STAGE: Action: Oral Reprimand	Four (4) unexcused days of absence within any rolling 12-month period.
SECOND STAGE: Action: Written Reprimand	Five (5) unexcused days of absence within any rolling 12-month period.
SUSPENSION: Action: Three (3) unpaid days off	Six (6) unexcused days or partial days of absence within any rolling 12-month period.
SUSPENSION SUBJECT TO DISCHARGE: Action: Dismissal, upon the recommendation of the Department Supervisor and the Mayor with the approval of Village Council.	Seven (7) unexcused days or partial days of absence within any rolling 12-month period.

(C) Tardiness. Tardiness is defined as arriving within an hour late of, or calling in after your scheduled start time or return time from meals or breaks without advance authorization from the Department Supervisor.

FIRST STAGE: Action: Oral Reprimand	Six (6) times tardy within any rolling 12-month period.
SECOND STAGE: Action: Written Reprimand	Seven (7) times tardy within any rolling 12-month period.
SUSPENSION: Action: Three (3) unpaid days off	Eight (8) times tardy within any rolling 12-month period.
SUSPENSION SUBJECT TO DISCHARGE: Action: Dismissal, upon the recommendation of the Department Supervisor and the Mayor with the approval of Village Council.	Nine (9) times tardy within any rolling 12-month period.

**Section XVI. Disciplinary Action.** Whenever the Mayor disciplines an Auxiliary Officer with more than five (5) years of service with the Village, and the judgment will be a suspension of three (3) days or more; reduction in rank; or removal from the Department; the Officer may appeal in

writing, the Mayor's decision to Council of the Village of Lordstown.

The Council shall hear the appeal at its next regularly scheduled meeting. The Auxiliary Officer requesting an appeal shall notify the Council and request that the appeal be public or private. The Auxiliary Officer against whom the judgment has been rendered may appear in person, and with counsel at the hearing, examine all witnesses, and answer all charges.

At the conclusion of the hearing, the Council may dismiss the charges, uphold the Mayor's judgment, or modify the judgment to one of suspension for not more than sixty (60) days, reduction in rank, or removal from the Department.

Action of the Village Council removing or suspending the accused from the Department requires the affirmative vote of a majority of the members elected.

**Section XVII. Special Auxiliary Police.** That the Council of the Village of Lordstown hereby creates the employment position of Special Auxiliary Police Officer. The rules governing Special Auxiliary Police Officers are as follows:

(a) Appointment. The Mayor shall appoint from time to time Special Auxiliary Police Officers in accordance with Revised Code §737.16. Each Special Auxiliary Police Officer appointed shall be subject to the requirements of this Ordinance, Revised Code §737.16 and any additional requirements set forth by the Mayor or later Ordinance.

(b) Status. The status of the Special Auxiliary Police Officer shall be designated as either:

1. *Active* – officers of this status classification shall be duly appointed and satisfy all qualifications and hour requirements as set forth in this Ordinance for regular Auxiliary Police Officers. Active Special Auxiliary Police Officers shall have all rights, benefits, and obligations as regular Auxiliary Police Officers, as defined in this Ordinance; or
2. *Dormant* – officers of this status classification shall be duly appointed but shall not work any hours for the Village of Lordstown Police Department until classified as “Active.” Dormant Special Auxiliary Police Officers shall not be entitled to any benefits, compensation, reimbursement, or remuneration of any other kind, from the Village of Lordstown; this includes, but is not limited to, compensation or payment of fees and/or expenses for training or education requirements, clothing allowance, or any other financial benefits paid to an “active” Auxiliary Police Officer. Nothing in this paragraph shall prevent a Dormant Special Auxiliary Police Officer from fulfilling training or education requirements imposed by the Ohio Peace Officer Council, or any other governing body, when fees and expenses associated with such training or education are paid by the individual Dormant

Special Auxiliary Police Officer or other third party. Upon reclassification as an Active Special Auxiliary Police Officer, a former Dormant Auxiliary Police Officer shall recommence his or her assigned job duties with all accumulated years of service as of the date said Special Auxiliary Police Officer became Dormant, if applicable.

For the purpose of this subsection (b), the Chief of Police shall designate the status of each duly appointed Special Auxiliary Police Officer.

(c) Classification: Powers. The classification of the Special Auxiliary Police Officer shall be based upon the duties to be performed by said officers and are established as follows:

1. *Class 1* – Officers of this class are authorized to perform routine duties and tasks other than those to preserve peace, protect life and property and enforcing laws, ordinances and regulations, as may be assigned by the Chief of Police or, in the absence of the Chief of Police, another law enforcement officer in a supervisory capacity designated by the Chief of Police to act on his behalf. The use of firearms by said Class 1 Officers is strictly prohibited, and no Class 1 Officer shall be assigned any duties which may require the carrying or use of a firearm. Nothing in this Paragraph shall prohibit a Special Auxiliary Police Officer from performing duties as assigned by the Chief of Police in an emergency.
2. *Class 2* – Officers of this class are authorized to exercise full powers and duties similar to those of a permanent regularly appointed full-time peace officer or Auxiliary Police Officer. They shall be assigned such powers and duties by the Chief of Police or, in the absence of the Chief of Police, another law enforcement officer in a supervisory capacity designated by the Chief of Police to act on his behalf. The use of a firearm by an officer of this class may be authorized only after the officer has been fully certified as successfully completing training as proscribed by the Ohio Peace Officer Training Council.

For the purpose of this subsection (c), the Chief of Police shall designate the classification of each duly appointed Special Auxiliary Police Officer.

(d) Compliance with Rules. All active and duly appointed Special Auxiliary Police Officers shall be subject to the Rules Governing the Operation of the Village of Lordstown Auxiliary Police Department, as adopted by this Ordinance.

(e) Service in More Than One Municipality Prohibited. No Active Special Auxiliary Police Officer may be appointed to serve in more than one (1) municipality at the same time.

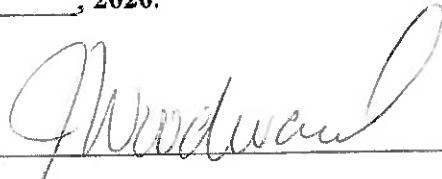
**Section XVIII.** That Ordinance No. 70-2024 shall be repealed in its entirety effective December


31, 2025.

**Section XIX.** That this Ordinance is hereby declared to be an emergency measure necessary for the public health, safety and welfare and for the further reason that this Ordinance must be implemented **effective January 1, 2026.**

**Section XX. Open Meeting.** That the passage of this Ordinance and all deliberations relating to the passage of this Ordinance were held in open meetings in accordance with the provisions of Ohio Revised Code Section 121.22.

Passed in Council this 2 day of March, 2026.

  
\_\_\_\_\_, Mayor

  
\_\_\_\_\_, Clerk