



TO: Gahanna City Council
Clerk of Council

FROM: Miranda Vollmer, Sr. Director of Administrative Services
Ben Nolan, HR Manager
Mayor Laurie A. Jadwin

Cc: Priya Tamilarasan, Esq., City Attorney
Joann Bury, Director of Finance

DATE: December 15, 2025

SUBJECT: Request for Council Action (December 15, 2025, City Council Meeting)

ACTION ITEMS

ACTION ITEM # 1: ORDINANCE AUTHORIZING USW CONTRACT 2026-2028

The City of Gahanna and the United Steel, Paper, & Forestry, Rubber Manufacturing, Energy, Allied Industrial and Service Workers International (USW) have reached a tentative agreement on the 2026-2028 contract. The bargaining unit has voted in favor of adopting the successor agreement.

The Department of Administrative Services respectfully requests an Ordinance authorizing the Mayor to sign the USW contract. For the new contract to be effective and implemented prior to the expiration on January 2, 2026, and to meet the SERB filing deadlines, it is requested that this legislation be passed as **Emergency and Waiver**. The request for Emergency and Waiver will allow contract terms to begin on January 2, 2026.

Below is a summary of changes:

ARTICLE 2 – RECOGNITION

- Updated notification contact is members wish to withdraw from paying dues.

ARTICLE 12 – WAGES

- Updated wages to provide 5% lump sum payments of 5% of an employee's current annual salary in January 2026, January 2027, and a 5% general wage increase is 2028.
- Added step F to all pay grades

ARTICLE 13 – CLASSIFICATION AND PAY PLAN ADMINISTRATION

- Updated Section 13.01 to add new classifications and pay grades, including Facilities Maintenance Worker I at C-10, II at C-12, and III at C-14; Parks Maintenance Worker II at C-12 and III at C-14; Customer Service Specialist; and Service Maintenance Worker II at C12 and III at C-14.

- Deleted classifications that were previously included through MOUs, including Utility Billing Specialist, Senior Utility Billing Specialist, Electrical Inspector, and Equipment Operator.
- Updated pay grades for Fleet Technician and Code Enforcement Officer to C-14.
- Revised Section 13.03 to allow new hires to be hired at any step for recruitment purposes and clarified language regarding step progression occurring on the first full pay period after an employee's anniversary.
- Increased Annual Service Credit payments in Section 13.06 based on years of service.
- Clarified in Section 13.07 that employees receive their annual service credit on the first full pay period after their anniversary date.

ARTICLE 14 – RATES FOR EMPLOYEES FOLLOWING CERTAIN PERSONNEL ACTIONS

- Updated Section 14.03 to provide that promoted employees move to the lowest step of the higher pay range that results in at least a 5% increase.

ARTICLE 16 – HOURS OF WORK AND OVERTIME

- Removed report-in pay language in Section 16.03.
- Moved the definition of "paid status" to Article 31.

ARTICLE 17 – UNIFORMS AND EQUIPMENT

- Updated 17.02 so that field staff receive \$700 per year to cover the cost of safety footwear and pants and updated the City-provided uniform parts.
- Updated 17.03 so that facilities staff receive \$600 per year to cover the cost of safety footwear and pants and updated the City-provided uniform parts.
- Updated 17.04 so that enforcement staff receive \$600 per year to cover the cost of safety footwear and pants and updated the City-provided uniform parts.
- Updated 17.05 so that office staff receive \$300 annually for purchase of employer-branded clothing in the apparel store.
- Updated the uniform committee to include the Human Resources Director, or designee, three (3) representatives each from management and the bargaining unit.

ARTICLE 18 – VACATION AND PERSONAL LEAVE

- Increased vacation accrual rates for employees with 16–20 years of service to 200 hours and 20 or more years of service to 248 hours per year.
- Added language that personal leave is not subject to payout at an employee's separation.
- Added the ability for employees to cash out up to 40 hours of vacation time per year.

ARTICLE 20 – INSURANCE

- Removed wellness credits in lieu of the Health Fair.
- Added requirements for health coaching for employees and enrolled spouses who fall into moderate or high-risk health categories.
- Updated wellness incentive language to require payments at least quarterly and no later than December 15.

ARTICLE 21 – SICK LEAVE

- Updated sick leave accrual to 120 hours per year for all employees.
- Removed Major Medical Leave and replaced it with Short-Term Disability.
- Established Paid Parental Leave which will provide union employees with paid leave for up to six (6) weeks paid at 60% of their pay for the birth or adoption of a child.
- Added a sick leave cash-out option allowing eligible employees to cash out up to 80 hours at one-half the hourly rate, subject to notice and minimum balance requirements.

ARTICLE 22 – MEDICAL EXAMINATIONS

- Aligned Disability Separation language to clarify that an employee is subject to separation if a physician determines the employee will never be able to return to work or cannot return at the end of injury leave.

ARTICLE 23 – DUTY INJURY LEAVE

- Removed unnecessary language related to light duty assignments.
- Aligned Disability Separation language with Article 22.

ARTICLE 24 – SPECIAL LEAVES

- Clarified that employees who are absent without leave do not accrue paid leave until returning to paid status.
- Revised funeral leave approval so that Human Resources, rather than the department head, approves up to two additional days of leave.

ARTICLE 25 – LEAVE DONATION PROGRAM

- Redefined “Catastrophic Illness/Injury” to provide clearer criteria.
- Updated the leave donation process to be administered entirely by Human Resources.
- Clarified donor requirements, minimum donation amounts, and post-donation balance requirements.
- Provided that donated leave is credited to the recipient on a per-pay-period basis.
- Authorized Human Resources to request additional medical information as necessary.

ARTICLE 30 – MISCELLANEOUS

- Updated bulletin board language to allow Human Resources to remove materials unrelated to internal union business.
- Removed the Employee Wellness Tools Incentive Program section, as it is now addressed in Article 20.

ARTICLE 31 – DEFINITIONS

- Added the definition of “paid status” to include work hours and all hours in paid status while on approved leave to include holiday, vacation, military, and sick leave.

ARTICLE 34 – DURATION OF AGREEMENT AND SEPARABILITY

- Updated the duration so that contract remains in effect until midnight, January 1, 2029.

ARTICLE 34 – DURATION OF AGREEMENT

The following articles remain current contract language (CCL) or minor changes in wording: 1, 3, 4, 5, 6, 7, 8, 9, 10, 11, 15, 19, 26, 27, 28, 29, 32, 33

Requested Legislation and Funding

- Legislation Needed: Waiver
- Emergency/Waiver: Emergency
- Supplemental/Transfer: In 2026 budget request

Attachments

- DAS ATT USW 2026-2028 REDLINE
- DAS ATT USW 2026-2028