

## **Chapter 30**

### **PERSONNEL APPEALS BOARD**

**[HISTORY: Adopted by the Mayor and Council of the City of Seat Pleasant 12-12-1994 as Ord. No. 94-08. Amendments noted where applicable.]**

#### **GENERAL REFERENCES**

Personnel policies — See Ch. 131.

#### **§ 30-1. Appointment.**

The Mayor shall appoint the required number of members to the Personnel Appeals Board. The City Council shall approve each member by a majority vote of the Council members present that constitute a forum.

#### **§ 30-2. Eligibility.**

A member of the Personnel Appeals Board shall not be an employee of the City of Seat Pleasant or a member of any other committee, board or subcommittee of the City of Seat Pleasant or an elected or appointed official of the City.

- A. Anyone appointed under § 30-2 of this chapter shall serve at the pleasure of the Mayor and Council.
- B. The Board shall consist of at least five members.

#### **§ 30-3. Terms of office.**

All initial appointments of members shall be made effective as of the same date, which date shall be set forth along with the term of each appointment on the initial certification of appointment.

- A. The Chairperson shall sit for a term of two years from the date of his/her appointment.
- B. All other members shall sit for a term of one year from the date of their appointment.
- C. The Chairperson shall be appointed by the Mayor and approved by the Council by at least a majority of the members present that constitute a quorum.

#### **§ 30-4. Vacancies.**

All vacancies shall be filled for the balance of the unexpired term only. A member shall hold office until his/her successor has been appointed.

#### **§ 30-5. Compensation.**

All members shall serve without compensation. However, the city shall pay for appropriate expenses incident with the members' duties and assignments.

### **§ 30-6. Powers.**

The Personnel Appeals Board may hear the appeal of adverse actions affecting any merit employee of the city where the adverse action is unreasonably abusive, unfair, discriminatory, oppressive or involving unsafe or inappropriate working conditions. The Personnel Appeals Board does not have the power to hear or decide adverse actions regarding an employee's dismissal, suspension or demotion.

- A. All decisions of the Personnel Appeals Board shall be in writing to the Mayor and shall only constitute a recommendation. The Mayor shall approve or disapprove the decision of the Personnel Appeals Board, in writing, within five days.
- B. The decision of the Board shall only be made when at least three Board members who attended the hearing are present and voting.
- C. No hearing shall be heard by the Board without at least three Board members present.

### **§ 30-7. Appeals.**

Any decision by the Mayor on the recommendation of the Personnel Appeals Board may be appealed to the City Council. If a decision of the Mayor is not appealed to the City Council within 10 days, it shall become final.

### **§ 30-8. Rules of procedure.**

The Board may adopt its own rules of procedure, which shall be approved by the City Council prior to becoming effective.