

ORDINANCE NO. 08-68 AC CMS

AN ORDINANCE AMENDING THE CITY OF OBERLIN POSITION CLASSIFICATION PLAN AND DECLARING AN EMERGENCY

BE IT ORDAINED by the Council of the City of Oberlin, County of Lorain, State of Ohio, five-sevenths (5/7ths) of all members elected thereto concurring:

SECTION 1. That the City of Oberlin Position Classification Plan for regular full-time City employees is hereby amended to read as set forth in Exhibit A hereto and incorporated herein by reference.

SECTION 2. It is hereby found and determined that all formal actions of this Council concerning or relating to the adoption of this Ordinance were adopted in an open meeting of this Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

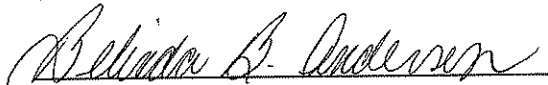
SECTION 3. That this Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health and safety of the citizens of the City of Oberlin, Ohio, or to provide for the usual daily operation of a municipal department, to wit:

“to amend the Oberlin Position Classification Plan as soon as possible in order to ensure the efficient operation of City of Oberlin Departments”,

And shall take effect immediately upon passage.

PASSED: **1st Reading** – September 15, 2008
 2nd Reading – October 6, 2008 (E)
 3rd Reading –

ATTEST:



Belinda B. Anderson
CLERK OF COUNCIL



David E. Somner
PRESIDENT OF COUNCIL

POSTED: 10/07/2008

EFFECTIVE DATE: 10/06/2008

"EXHIBIT A"
(Revised for Calendar Year 2008 as Amended September 2008)

**POSITION CLASSIFICATION AND PAY GRADES FOR
REGULAR FULL-TIME CITY EMPLOYEES**

POLICE DEPARTMENT

<u>Job Title</u>	<u>FLSA Class</u>	<u>Civil Service</u>	<u>Number Authorized</u>	<u>Pay Grade</u>	<u>Low</u>	<u>High</u>
Chief	E	U	1	7	\$56,848	\$92,116
Captain	E	CC	1	6	\$48,480	\$84,746
Sergeant	NE	CC	4	Union		
Patrol Officer	NE	CC	11	Union		
Administrative Support	NE	U	1			
Administrative Coordinator				3A	\$18.50	\$24.80
Administrative Assistant	NE	CN	4	3B	\$14.46	\$19.00
Dispatcher	NE	CN	1	Union		
Records Administrator	NE	CN	1	Union		
TOTAL NUMBER OF POSITIONS AUTHORIZED			23			

FIRE DEPARTMENT

<u>Job Title</u>	<u>FLSA Class</u>	<u>Civil Service</u>	<u>Number Authorized</u>	<u>Pay Grade</u>	<u>Low</u>	<u>High</u>
Chief	E	U	1	7	\$56,848	\$92,116
Assistant Chief	E	CC	1	6	\$48,480	\$84,746
Firefighter/Driver	NE	CC	3	3	\$14.46	\$24.80
TOTAL NUMBER OF POSITIONS AUTHORIZED			5			

FINANCE DEPARTMENT

<u>Job Title</u>	<u>FLSA Class</u>	<u>Civil Service</u>	<u>Number Authorized</u>	<u>Pay Grade</u>	<u>Low</u>	<u>High</u>
Financial Assistant	NE	U	4	5	\$19.88	\$33.89
TOTAL NUMBER OF POSITIONS AUTHORIZED			4			

ADMINISTRATION DEPARTMENT

<u>Job Title</u>	<u>FLSA Class</u>	<u>Civil Service</u>	<u>Number Authorized</u>	<u>Pay Grade</u>	<u>Low</u>	<u>High</u>
Code Administrator	E	CN	1	6	\$48,480	\$84,746
Administrative Support	NE	U	1	3A	\$18.50	\$24.80
Administrative Coordinator				3B	\$14.46	\$19.00
Administrative Assistant						

TOTAL NUMBER OF POSITIONS AUTHORIZED 2

HUMAN RESOURCES DEPARTMENT

<u>Job Title</u>	<u>FLSA Class</u>	<u>Civil Service</u>	<u>Number Authorized</u>	<u>Pay Grade</u>	<u>Low</u>	<u>High</u>
Assistant City Manager/ Human Resources Administrator	E	U	1	7	\$56,848	\$92,116

TOTAL NUMBER OF POSITIONS AUTHORIZED 1

DEPARTMENT OF PLANNING AND DEVELOPMENT

<u>Job Title</u>	<u>FLSA Class</u>	<u>Civil Service</u>	<u>Number Authorized</u>	<u>Pay Grade</u>	<u>Low</u>	<u>High</u>
Administrative Support	NE	U	2	3A	\$18.50	\$24.80
Administrative Coordinator				3B	\$14.46	\$19.00
Administrative Assistant	E	U	1	7	\$56,848	\$92,116
Director of Planning & Development	E	CN	1	5	\$41,346	\$70,482
Recreation Program Coordinator	NE	CN	1	2	\$12.33	\$18.61
Recreation Assistant	E	CN	1	5	\$41,346	\$70,482
Community Planner						
Economic & Housing Development Officer	E	CN	1	6	\$48,480	\$84,746

TOTAL NUMBER OF POSITIONS AUTHORIZED 7

PUBLIC WORKS DEPARTMENT

<u>Job Title</u>	<u>FLSA Class</u>	<u>Civil Service</u>	<u>Number Authorized</u>	<u>Pay Grade</u>	<u>Low</u>	<u>High</u>
Public Works Director	E	U	1	7	\$56,848	\$92,116
Engineer/Underground Supt.	E	CN	1	7	\$56,848	\$92,116
General Maintenance Supt.	E	CN	1	6	\$48,480	\$84,746
Water Superintendent	E	CN	1	6	\$48,480	\$84,746
Wastewater Superintendent	E	CN	1	6	\$48,480	\$84,746
Administrative Support	NE	U	1			
Administrative Coordinator				3A	\$18.50	\$24.80
Administrative Assistant				3B	\$14.46	\$19.00
Information Systems Manager				5	\$19.88	\$33.89
Water Lead Operator	NE	CN	1	Union		
Wastewater Lead Operator	NE	CN	1	Union		
Lead Operator Distribution	NE	CN	1	Union		
Lead Vehicle Maintenance Mechanic	NE	CN	1	Union		
Mechanic	NE	CN	1	Union		
Crew Leader	NE	CN	4	Union		
Service Maintenance Worker	NE	CN	9	Union		
Field Maintenance Specialist	NE	CN	1	Union		
Collection Operator	NE	CN	2	Union		
Water Distribution Operator	NE	CN	4	Union		
Water Plant Operator	NE	CN	4	Union		
Wastewater Operator	NE	CN	4	Union		

TOTAL NUMBER OF POSITIONS AUTHORIZED 40

ELECTRIC DEPARTMENT

<u>Job Title</u>	<u>FLSA Class</u>	<u>Civil Service</u>	<u>Number Authorized</u>	<u>Pay Grade</u>	<u>Low</u>	<u>High</u>
OMLPS Director	E	U	1	7	\$56,848	\$92,116
Utility Services Manager	E	CN	1	5	\$41,346	\$70,482

Distribution Superintendent	E	CN	1	6	\$48,480	\$84,746
Plant Superintendent	E	CN	1	6	\$48,480	\$84,746
Technical Services Superintendent	E	CN	1	6	\$48,480	\$84,746
Administrative Support	NE	U	1			
Administrative Coordinator				3A	\$18.50	\$24.80
Administrative Assistant				3B	\$14.46	\$19.00
Electrical Technician	NE	CN	3	Union		
Technician I						
Technician II						
Line Crew Leader	NE	CN	2	Union		
Lineman	NE	CN	4	Union		
Journeyman				Union		
Lineman "B"				Union		
Operator/Mechanic	NE	CN	5	Union		
Chief (1)				Union		
Operator Mechanic (4)				Union		
Inventory/Purchasing Specialist	NE	CN	1	Union		
TOTAL NUMBER OF POSITIONS AUTHORIZED			21			
TOTAL FULL-TIME POSITIONS AUTHORIZED			103			

NOTES:

NO CURRENT POSITION
NO CURRENT POSITION

1 \$10.51 \$15.86
4 \$16.96 \$28.24

FLSA Exempt positions are depicted as annualized salaries. Non-exempt positions are shown at hourly rates.

FLSA CLASS CODE:	E = EXEMPT	CIVIL SERVICE CODE:	U = UNCLASSIFIED
	NE = NON-EXEMPT		CC = CLASSIFIED / COMPETITIVE
			CN = CLASSIFIED / NON-COMPETITIVE