

ORDINANCE NO. 09-72 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 the City Departments”,

And shall take effect immediately upon passage.

PASSED: 1st Reading – October 5, 2009(E)
2nd Reading –
3rd Reading –

ATTEST:


Belinda Anderson
CLERK OF COUNCIL


David Senner
PRESIDENT OF COUNCIL

POSTED: 10/06/2009

EFFECTIVE DATE: 10/05/2009

"EXHIBIT A"
(Revised for Calendar Year 2009 as Amended October 2009)

**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	\$59,122	\$95,801
Captain	E	CC	0	6	\$50,419	\$88,136
Lieutenant	E	CC	2	6	\$50,419	\$88,136
Sergeant	NE	CC	4	Union		
Patrol Officer	NE	CC	11	Union		
Administrative Support	NE	U	1			
Administrative Coordinator				3A	\$19.24	\$25.79
Administrative Assistant				3B	\$15.04	\$19.76
Dispatcher	NE	CN	4	Union		
Records Administrator	NE	CN	1	Union		
			23			

TOTAL NUMBER OF POSITIONS AUTHORIZED

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	\$59,122	\$95,801
Assistant Chief	E	CC	1	6	\$50,419	\$88,136
Firefighter/Driver	NE	CC	3	3	\$15.04	\$25.79
			5			

TOTAL NUMBER OF POSITIONS AUTHORIZED

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	\$20.67	\$35.24

TOTAL NUMBER OF POSITIONS AUTHORIZED

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	0	6	\$50,419	\$88,136
Administrative Support	NE	U	1			
Administrative Coordinator				3A	\$19,24	\$25,79
Administrative Assistant				3B	\$15.04	\$19.76

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	\$59,122	\$95,801

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			
Administrative Coordinator				3A	\$19,24	\$25,79
Administrative Assistant				3B	\$15.04	\$19.76
Director of Planning & Development	E	U	1	7	\$59,122	\$95,801
Recreation Superintendent	E	CN	1	5	\$43,000	\$73,301
Recreation Coordinator	NE	CN	1	4	\$17.64	\$29.37
Community Planner	E	CN	1	5	\$43,000	\$73,301
Economic & Housing Development Officer	E	CN	1	6	\$50,419	\$88,136

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	\$59,122	\$95,801
Engineer/Underground Supt.	E	CN	1	7	\$59,122	\$95,801
General Maintenance Supt.	E	CN	1	6	\$50,419	\$88,136
Water Superintendent	E	CN	1	6	\$50,419	\$88,136
Wastewater Superintendent	E	CN	1	6	\$50,419	\$88,136
Administrative Support	NE	U	1			
Administrative Coordinator				3A	\$19.24	\$25.79
Administrative Assistant				3B	\$15.04	\$19.76
Information Systems Manager				5	\$20.67	\$35.24
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	\$59,122	\$95,801
Energy Services & Sustainability Initiatives Manager	E	CN	1	6	\$50,419	\$88,136

Distribution Superintendent	E	CN	1	6	\$50,419	\$88,136
Plant Superintendent	E	CN	1	6	\$50,419	\$88,136
Technical Services Superintendent	E	CN	1	6	\$50,419	\$88,136
Administrative Support	NE	U	1			
Administrative Coordinator				3A	\$19.24	\$25.79
Administrative Assistant				3B	\$15.04	\$19.76
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 1 \$10.93 \$16.49

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

FLSA CLASS CODE: E = EXEMPT
 NE = NON-EXEMPT

CIVIL SERVICE CODE: U = UNCLASSIFIED
 CC = CLASSIFIED / COMPETITIVE
 CN = CLASSIFIED / NON-COMPETITIVE