

City of Oberlin, Ohio

ORDINANCE No. 11-80 AC CMS

**AN ORDINANCE AMENDING THE CITY OF OBERLIN POSITION CLASSIFICATION
PLAN TO ACCOUNT FOR THE POSITIONS OF ASSISTANT WATER
SUPERINTENDENT AND WATER PLANT OPERATOR
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 in order to account for the positions of Assistant Water Superintendent and Water Plant Operator .

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 – December 5, 2011
2nd Reading – December 19, 2011 (S, E, F)
3rd Reading –

ATTEST:


BELINDA B. ANDERSON, CMC
CLERK OF COUNCIL


KENNETH SLOANE
PRESIDENT OF COUNCIL

POSTED: 12/20/2011

EFFECTIVE DATE: 12/19/2011

“EXHIBIT A”

Nov-11

**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>Range Low</u>	<u>Range High</u>
Chief	E	U	1	7	\$ 62,415	\$ 101,137
Captain	E	CC	0	6	\$ 53,228	\$ 93,045
Lieutenant	E	CC	2	6	\$ 53,228	\$ 93,045
Sergeant	NE	CC	4	Union		
Patrol Officer	NE	CC	11	Union		
Administrative Support	NE	U	1			
Administrative Coordinator				3A	\$ 20.31	\$ 27.22
Administrative Assistant	NE	CN	4	3B	\$ 15.88	\$ 20.86
Dispatcher	NE	CN	1	Union		
Records Administrator	NE	CN	1	Union		
TOTAL NUMBER OF POSITIONS AUTHORIZED			24			

FIRE DEPARTMENT

<u>Job Title</u>	<u>FLSA Class</u>	<u>Civil Service</u>	<u>Number Authorized</u>	<u>Pay Grade</u>	<u>Range Low</u>	<u>Range High</u>
Chief	E	U	1	7	\$ 62,415	\$ 101,137
Assistant Chief	E	CC	1	6	\$ 53,228	\$ 93,045
Firefighter/Driver	NE	CC	3	3	\$ 15.88	\$ 27.22
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>Range Low</u>	<u>Range High</u>
Finance Assistant	NE	U	4	5	\$ 21.82	\$ 37.20
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>Range Low</u>	<u>Range High</u>
Code Administrator	E	CN	0	6	\$ 53,228	\$ 93,045
Administrative Support	NE	U	1			
Administrative Coordinator				3A	\$ 20.31	\$ 27.22
Administrative Assistant				3B	\$ 15.88	\$ 20.86

TOTAL NUMBER OF POSITIONS AUTHORIZED

1

HUMAN RESOURCES DEPARTMENT

<u>Job Title</u>	<u>FLSA Class</u>	<u>Civil Service</u>	<u>Number Authorized</u>	<u>Pay Grade</u>	<u>Range Low</u>	<u>Range High</u>
Assistant City Manager/Human Resources Administrator	E	U	1	7	\$ 62,415	\$ 101,137

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>Range Low</u>	<u>Range High</u>
Administrative Support	NE	U	2			
Administrative Coordinator				3A	\$ 20.31	\$ 27.22
Administrative Assistant				3B	\$ 15.88	\$ 20.86
Director of Planning & Development	E	U	1	7	\$ 62,415	\$ 101,137
Recreation Superintendent	E	CN	1	6	\$ 53,228	\$ 93,045
Recreation Coordinator	NE	CN	1	4	\$ 18.63	\$ 31.01
Community Planner	E	CN	1	5	\$ 45,395	\$ 77,384
Economic & Housing Development Officer	E	CN	1	6	\$ 53,228	\$ 93,045

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>Range Low</u>	<u>Range High</u>
Public Works Director	E	U	1	7	\$ 62,415	\$ 101,137
Engineer	E	CN	1	7	\$ 62,415	\$ 101,137

General Maintenance Superintendent	E	CN	1	6	\$	53,228	\$	93,045
Water Superintendent	E	CN	1	6	\$	53,228	\$	93,045
Assistant Water Superintendent	E	CN	1	5	\$	45,395	\$	77,384
Buildings & Grounds Superintendent	E	CN	1	5	\$	45,395	\$	77,384
Wastewater Superintendent	E	CN	1	6	\$	53,228	\$	93,045
Administrative Support	NE	U	1					
Administrative Coordinator				3A	\$	20.31	\$	27.22
Administrative Assistant				3B	\$	15.88	\$	20.86
Information Systems Manager	NE	CN	1	5	\$	21.82	\$	37.20
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	5	Union				
Water Plant Operator	NE	CN	4	Union				
Wastewater Operator	NE	CN	4	Union				
			43					

TOTAL NUMBER OF POSITIONS AUTHORIZED

ELECTRIC DEPARTMENT

<u>Job Title</u>	<u>FLSA Class</u>	<u>Civil Service</u>	<u>Number Authorized</u>	<u>Pay Grade</u>	<u>Range Low</u>	<u>Range High</u>
OMLPS Director	E	U	1	7	\$ 62,415	\$ 101,137
Energy Services & Sustainability Initiatives Manager	E	CN	1	6	\$ 53,228	\$ 93,045
Distribution Superintendent	E	CN	1	6	\$ 53,228	\$ 93,045
Plant Superintendent	E	CN	1	6	\$ 53,228	\$ 93,045
Technical Services Superintendent	E	CN	1	6	\$ 53,228	\$ 93,045
Administrative Support	NE	U	1			
Administrative Coordinator				3A	\$ 20.31	\$ 27.22
Administrative Assistant				3B	\$ 15.88	\$ 20.86
Electric Technician	NE	CN	3	Union		
Technician I						

Technician II						
Line Crew Leader	NE	CN	2	Union		
Lineman	NE	CN	4	Union		
Journeyman						
Lineman "B"						
Operator/Mechanic	NE	CN	5	Union		
Chief (1)				Union		
Operator Mechanic (4)				Union		
Inventory / Purchasing Specialist	NE	CN	1			
TOTAL NUMBER OF POSITIONS AUTHORIZED			21			
TOTAL FULL-TIME POSITIONS AUTHORIZED			106			

NOTES:

NO CURRENT POSITION

1 \$11.54 \$17.41

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