

**CITY OF OBERLIN, OHIO**

**ORDINANCE No. 15-50 AC CMS**

**AN ORDINANCE AMENDING THE CITY OF OBERLIN POSITION CLASSIFICATION PLAN RELATED TO THE POLICE DEPARTMENT 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.

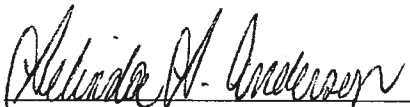
SECTION 3. That this Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health and safety of the citizens of the City of Oberlin, Ohio, or to provide for the usual daily operation of a municipal department, to wit: to amend the Oberlin 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: 1<sup>st</sup> Reading: September 21, 2015 (E)

2<sup>nd</sup> Reading: \_\_\_\_\_

3<sup>rd</sup> Reading: \_\_\_\_\_

ATTEST:

  
\_\_\_\_\_  
BELINDA B. ANDERSON, MMC  
CLERK OF COUNCIL

  
\_\_\_\_\_  
H. SCOTT BROADWELL  
PRESIDENT OF COUNCIL

POSTED: 9/22/2015

EFFECTIVE DATE: 09/21/2015

"EXHIBIT A"

Sep-15

CITY OF OBERLIN  
 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	\$ 67,354	\$ 109,140
Captain	E	CC	0	6	\$ 57,440	\$ 100,407
Lieutenant	E	CC	21	6	\$ 57,440	\$ 100,407
Sergeant	NE	CC	34	Union		
Patrol Officer	NE	CC	11	Union		
Administrative Support	NE	U	1			
Administrative Coordinator				3A	\$ 21.92	\$ 29.37
Administrative Assistant				3B	\$ 17.16	\$ 22.51
Dispatcher	NE	CN	6	Union		
Records Administrator	NE	CN	0	Union		
<b>TOTAL NUMBER OF POSITIONS AUTHORIZED</b>			<b>24</b>			

**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	\$ 67,354	\$ 109,140
Assistant Chief	E	CC	1	6	\$ 57,440	\$ 100,407
Firefighter/Driver	NE	CC	3	3	\$ 17.14	\$ 29.37
<b>TOTAL NUMBER OF POSITIONS AUTHORIZED</b>			<b>5</b>			

**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	\$ 23.55	\$ 40.14
<b>TOTAL NUMBER OF POSITIONS AUTHORIZED</b>			<b>4</b>			

**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	\$ 57,440	\$ 100,407
Administrative Support	NE	U	1	3A	\$ 21.92	\$ 29.37
Administrative Coordinator				3B	\$ 17.16	\$ 22.51
Administrative Assistant						
<b>TOTAL NUMBER OF POSITIONS AUTHORIZED</b>			<b>1</b>			

**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	\$ 67,354	\$ 109,140
<b>TOTAL NUMBER OF POSITIONS AUTHORIZED</b>			<b>1</b>			

**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	3A	\$ 21.92	\$ 29.37
Administrative Coordinator				3B	\$ 17.16	\$ 22.51
Administrative Assistant				7	\$ 67,354	\$ 109,140
Director of Planning & Development	E	U	1	6	\$ 57,440	\$ 100,407
Recreation Superintendent	E	CN	1	4	\$ 20.11	\$ 33.45
Recreation Coordinator	NE	CN	1	5	\$ 48,987	\$ 83,508
Community Planner	E	CN	1	6	\$ 57,440	\$ 100,407
Economic Development & Housing Officer	E	CN	1			
<b>TOTAL NUMBER OF POSITIONS AUTHORIZED</b>			<b>7</b>			

**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	\$ 67,354	\$ 109,140
Engineer	E	CN	1	7	\$ 67,354	\$ 109,140
General Maintenance Superintendent	E	CN	1	6	\$ 57,440	\$ 100,407
Water Superintendent	E	CN	1	6	\$ 57,440	\$ 100,407
Assistant Water Superintendent	E	CN	1	5	\$ 48,987	\$ 83,508
Buildings & Grounds Superintendent	E	CN	1	5	\$ 48,987	\$ 83,508
Wastewater Superintendent	E	CN	1	6	\$ 57,440	\$ 100,407
Administrative Support	NE	U	1			
Administrative Coordinator				3A	\$ 21.92	\$ 29.37
Administrative Assistant				3B	\$ 17.16	\$ 22.51
Information Systems Manager				5	\$ 23.55	\$ 40.14
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	10	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	5	Union		
Wastewater Operator	NE	CN	4	Union		
<b>TOTAL NUMBER OF POSITIONS AUTHORIZED</b>			<b>44</b>			

**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	\$ 67,354	\$ 109,140
Energy Services & Sustainability Initiatives Manager	E	CN	1	6	\$ 57,440	\$ 100,407
Distribution Superintendent	E	CN	1	6	\$ 57,440	\$ 100,407
Plant Superintendent	E	CN	1	6	\$ 57,440	\$ 100,407
Technical Services Superintendent	E	CN	1	6	\$ 57,440	\$ 100,407
Administrative Support	NE	U	1	3A	\$ 21.92	\$ 29.37
Administrative Coordinator				3B	\$ 17.16	\$ 22.51
Administrative Assistant				Union		
Electric Technician	NE	CN	3			
Technician I						
Technician II						
Line Crew Leader	NE	CN	2			
Lineman	NE	CN	4			
Journeyman						
Lineman "B"						
Operator/Mechanic	NE	CN	5			
Chief (1)						
Operator Mechanic (4)						
Inventory / Purchasing Specialist	NE	CN	1			
<b>TOTAL NUMBER OF POSITIONS AUTHORIZED</b>			<b>21</b>			
<b>TOTAL FULL-TIME POSITIONS AUTHORIZED</b>			<b>107</b>			
<b>NO CURRENT POSITION</b>					<b>1</b>	<b>\$18.80</b>

**NOTES:**

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