

**CITY OF OBERLIN, OHIO**

**ORDINANCE No. 18-70 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, not less than 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 and shall take effect immediately upon passage.

PASSED: 1<sup>st</sup> Reading: November 19, 2018 (E)

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

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

ATTEST:

  
BELINDA B. ANDERSON, MMC  
CLERK OF COUNCIL

  
BRYAN BURGESS  
PRESIDENT OF COUNCIL

POSTED: 11/20/2018

EFFECTIVE DATE: 11/19/2018

**"EXHIBIT A"**

CPI Change from 2017 Data = 1.7%

**Mar-18**

**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	\$ 68,636	\$ 111,217
Captain	E	CC	0	6	\$ 58,533	\$ 102,318
Lieutenant	E	CC	1	6	\$ 58,533	\$ 102,318
Sergeant	NE	CC	4	Union		
Patrol Officer	NE	CC	11	Union		
Administrative Support	NE	U	1			
Administrative Coordinator				3A	\$ 22.33	\$ 29.93
Administrative Assistant				3B	\$ 17.48	\$ 22.94
Dispatcher	NE	CN	6	Union		
Records Coordinator	NE	CN	1	3	\$ 17.48	\$ 29.93
<b>TOTAL NUMBER OF POSITIONS AUTHORIZED</b>			<b>25</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	\$ 68,636	\$ 111,217
Assistant Chief	E	CC	1	6	\$ 58,533	\$ 102,318
Firefighter/Driver	NE	CC	3	3	\$ 17.48	\$ 29.93
<b>TOTAL NUMBER OF POSITIONS AUTHORIZED</b>			<b>5</b>			

**CLERK OF COUNCIL'S OFFICE**

<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>
Clerk of Council's Assistant	NE	U	1	3	\$ 17.48	\$ 29.93
<b>TOTAL NUMBER OF POSITIONS AUTHORIZED</b>			<b>1</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	\$ 24.00	\$ 40.90
<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>
Sustainability Coordinator	E	CN	1	5	\$ 49,919	\$ 85,097
Code Administrator	E	CN	0	6	\$ 58,533	\$ 102,318
Administrative Support	NE	U	1			
Administrative Coordinator				3A	\$ 22.33	\$ 29.93
Administrative Assistant				3B	\$ 17.48	\$ 22.94
<b>TOTAL NUMBER OF POSITIONS AUTHORIZED</b>			<b>2</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	\$ 68,636	\$ 111,217
<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			
Administrative Coordinator				3A	\$ 22.33	\$ 29.93

