

CITY OF OBERLIN, OHIO

ORDINANCE No. 18-72 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, 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.

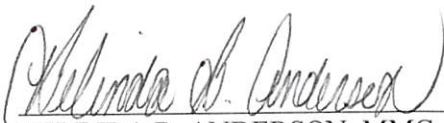
SECTION 3. That this Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, and safety of the citizens of the City of Oberlin, Ohio, or to provide for the usual daily operation of a municipal department, to wit: to amend the Oberlin 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: 1st Reading: December 17, 2018 (E)

2nd Reading: _____

3rd Reading: _____

ATTEST:



BELINDA B. ANDERSON, MMC
CLERK OF COUNCIL



BRYAN BURGESS
PRESIDENT OF COUNCIL

POSTED: 12/18/2018

EFFECTIVE DATE: 12/17/2018

"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
TOTAL NUMBER OF POSITIONS AUTHORIZED			25			

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
TOTAL NUMBER OF POSITIONS AUTHORIZED			5			

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
TOTAL NUMBER OF POSITIONS AUTHORIZED			1			

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
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>
Sustainability Coordinator	E	CN	1	5	\$ 49,919	\$ 85,097
Code Administrator	E	CN	1	5	\$ 49,919	\$ 85,097
Recreation Superintendent	E	CN	1	6	\$ 58,533	\$ 102,318
Recreation Coordinator	NE	CN	1	4	\$ 20.49	\$ 34.09
Administrative Support	NE	U	1			
Administrative Coordinator				3A	\$ 22.33	\$ 29.93
Administrative Assistant				3B	\$ 17.48	\$ 22.94
TOTAL NUMBER OF POSITIONS AUTHORIZED			5			

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
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>
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Administrative Support		NE	U	1			
Administrative Coordinator					3A	\$ 22.33	\$ 29.93
Administrative Assistant					3B	\$ 17.48	\$ 22.94
Director of Planning & Development	E	U	1		7	\$ 68,636	\$ 111,217
Community Planner	E	CN	1		5	\$ 49,919	\$ 85,097
Economic Development & Housing Officer	E	CN	1		6	\$ 58,533	\$ 102,318
TOTAL NUMBER OF POSITIONS AUTHORIZED				4			

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	\$ 68,636	\$ 111,217
Engineer	E	CN	1	7	\$ 68,636	\$ 111,217
General Maintenance Superintendent	E	CN	1	6	\$ 58,533	\$ 102,318
Water Superintendent	E	CN	1	6	\$ 58,533	\$ 102,318
Assistant Water Superintendent	E	CN	1	5	\$ 49,919	\$ 85,097
Buildings & Grounds Superintendent	E	CN	1	5	\$ 49,919	\$ 85,097
Wastewater Superintendent	E	CN	1	6	\$ 58,533	\$ 102,318
Storm Water Coordinator	E	CN	1	5	\$ 49,919	\$ 85,097
Administrative Support	NE	U	1			
Administrative Coordinator				3A	\$ 22.33	\$ 29.93
Administrative Assistant				3B	\$ 17.48	\$ 22.94
Information Systems Manager	NE	CN	1	5	\$ 24.00	\$ 40.90
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	11	Union		
Field Maintenance Specialist	NE	CN	1	Union		
Collection Operator	NE	CN	3	Union		
Water Distribution Operator	NE	CN	4	Union		
Water Plant Operator	NE	CN	5	Union		
Wastewater Operator	NE	CN	4	Union		
TOTAL NUMBER OF POSITIONS AUTHORIZED			47			

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	\$ 68,636	\$ 111,217
Energy Services & Sustainability Initiatives Manager	E	CN	0	6	\$ 58,533	\$ 102,318
Distribution Superintendent	E	CN	1	6	\$ 58,533	\$ 102,318
Plant Superintendent	E	CN	1	6	\$ 58,533	\$ 102,318
Technical Services Superintendent	E	CN	1	6	\$ 58,533	\$ 102,318
Administrative Support	NE	U	1			
Administrative Coordinator				3A	\$ 22.33	\$ 29.93
Administrative Assistant				3B	\$ 17.48	\$ 22.94
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			
Chief (1)				Union		
Operator Mechanic (4)				Union		
Inventory / Purchasing Specialist	NE	CN	1			
TOTAL NUMBER OF POSITIONS AUTHORIZED			20			

TOTAL FULL-TIME POSITIONS AUTHORIZED 112

NOTES:
NO CURRENT POSITION 1 \$12.68 \$19.16

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