

CITY OF OBERLIN, OHIO

ORDINANCE No. 24-34 AC CMS

AN ORDINANCE AMENDING THE CITY OF OBERLIN POSITION CLASSIFICATION PLAN RELATING TO THE FIRE DEPARTMENT AND TO GO INTO IMMEDIATE EFFECT

BE IT ORDAINED by the Council of the City of Oberlin, County of Lorain, State of Ohio:

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. To amend the Oberlin Position Classification Plan as soon as possible in order to ensure the efficient operation of the Fire Department, and provided that at least five (5) members of Council determine by motion, this Ordinance shall go into full force and effect immediately after its passage; otherwise, it shall take effect on the earliest date allowed by law.

PASSED: 1st Reading: June 3, 2024

2nd Reading: _____

3rd Reading: _____

ATTEST:



BELINDA B. ANDERSON, MMC
CLERK OF COUNCIL



EBONI A. JOHNSON
PRESIDENT OF COUNCIL

POSTED: 06/04/2024

EFFECTIVE DATE: 06/03/2024

"EXHIBIT A"

CPI Change from 2023 Data = 3.8%

Mar-24

**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	\$ 84,477	\$ 136,885
Captain	E	CC	0	6	\$ 72,043	\$ 125,933
Lieutenant	E	CC	1	6	\$ 72,043	\$ 125,933
Sergeant	NE	CC	4	Union		
Patrol Officer	NE	CC	11	Union		
Administrative Support	NE	U	1			
Administrative Coordinator				3A	\$ 27.49	\$ 36.84
Administrative Assistant				3B	\$ 21.52	\$ 28.24
Dispatcher	NE	CN	6	Union		
Records Coordinator	NE	CN	1	3	\$ 21.52	\$ 36.84
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	\$ 84,477	\$ 136,885
Assistant Chief	E	CC	1	6	\$ 72,043	\$ 125,933
Firefighter/Driver Firefighter	NE	CC	3	3	\$ 21.52	\$ 36.84
TOTAL NUMBER OF POSITIONS AUTHORIZED			5			

CLERK OF COUNCIL'S 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>
Clerk of Council's Assistant	NE	U	1	3	\$ 21.52	\$ 36.84
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	\$ 29.54	\$ 50.34
TOTAL NUMBER OF POSITIONS AUTHORIZED			4			

LAW 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>
Administrative Assistant	NE	U	1	3	\$ 21.52	\$ 36.84
TOTAL NUMBER OF POSITIONS AUTHORIZED			1			

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	\$ 61,440	\$ 104,737
Communications Manager	E	CN	1	5	\$ 61,440	\$ 104,737
Information Technology Manager	E	CN	1	6	\$ 72,043	\$ 125,933
Administrative Support	NE	U	1			
Administrative Coordinator				3A	\$ 27.49	\$ 36.84
Administrative Assistant				3B	\$ 21.52	\$ 28.24
TOTAL NUMBER OF POSITIONS AUTHORIZED			4			

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	\$ 84,477	\$ 136,885
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	1			
Administrative Coordinator				3A	\$ 27.49	\$ 36.84
Administrative Assistant				3B	\$ 21.52	\$ 28.24
Director of Planning & Development	E	U	1	7	\$ 84,477	\$ 136,885

Code Administrator	E	CN	1	5	\$ 61,440	\$ 104,737
Equity Coordinator	E	CN	1	5	\$ 61,440	\$ 104,737
Community Planner	E	CN	1	5	\$ 61,441	\$ 104,737
Economic Development & Housing Officer	E	CN	1	6	\$ 72,043	\$ 125,933
TOTAL NUMBER OF POSITIONS AUTHORIZED			6			

RECREATION DEPARTMENT

Job Title

Recreation Director	E	U	1	7	\$ 84,478	\$ 136,885
Recreation Coordinator	NE	CN	1	4	\$ 25	\$ 42
TOTAL NUMBER OF POSITIONS AUTHORIZED			2			

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	\$ 84,477	\$ 136,885
Engineer	E	CN	1	7	\$ 84,477	\$ 136,885
Engineering Tech	E	CN	1	5	\$ 61,440	\$ 104,737
General Maintenance Superintendent	E	CN	1	6	\$ 72,043	\$ 125,933
Water Superintendent	E	CN	1	6	\$ 72,043	\$ 125,933
Assistant Water Superintendent	E	CN	1	5	\$ 61,441	\$ 104,737
Buildings & Grounds Superintendent	E	CN	1	5	\$ 61,441	\$ 104,737
Wastewater Superintendent	E	CN	1	6	\$ 72,043	\$ 125,933
Storm Water Coordinator	E	CN	1	5	\$ 61,440	\$ 104,737
Administrative Support	NE	U	1			
Administrative Coordinator				3A	\$ 27.49	\$ 36.84
Administrative Assistant				3B	\$ 21.52	\$ 28.24
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	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	\$ 84,477	\$ 136,885
Energy Services & Sustainability Initiatives Manager	E	CN	0	6	\$ 72,043	\$ 125,933
Distribution Superintendent	E	CN	1	6	\$ 72,043	\$ 125,933
Plant Superintendent	E	CN	1	6	\$ 72,043	\$ 125,933
Technical Services Superintendent	E	CN	1	6	\$ 72,043	\$ 125,933
Administrative Support	NE	U	1			
Administrative Coordinator				3A	\$ 27.49	\$ 36.84
Administrative Assistant				3B	\$ 21.52	\$ 28.24
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 116

NOTES:

NO CURRENT POSITION 1 \$15.61 \$23.58

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