

# CITY OF OBERLIN, OHIO

## ORDINANCE NO. 26-65 AC CMS

AN ORDINANCE ELIMINATING THE PUBLIC WORKS DEPARTMENT, THE PLANNING AND DEVELOPMENT DEPARTMENT, AND ESTABLISHING THE UTILITIES DEPARTMENT, PARKS AND RECREATION DEPARTMENT, THE BUILDING AND ZONING DEPARTMENT, AND AMENDING THE CITY OF OBERLIN POSITION CLASSIFICATION PLAN ACCORDINGLY 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 as is 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.

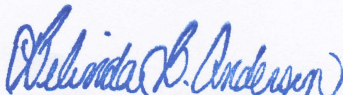
SECTION 3. To amend the Oberlin Position Classification Plan to ensure the efficient operation of the City Administration, and provided that at least five (5) members of Council determine by motion, this Ordinance shall go into full force and effect immediately after its passage; otherwise, it shall take effect on the earliest date allowed by law.

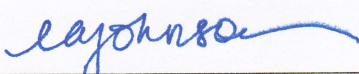
PASSED: 1st Reading: September 8, 2026

2nd Reading: September 21, 2026

3rd Reading: October 5, 2026

ATTEST:

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

  
\_\_\_\_\_  
EBONI A. JOHNSON  
PRESIDENT OF COUNCIL

POSTED: 10/06/2026

EFFECTIVE DATE: 10/05/2026

| "EXHIBIT A"                                |              |                |                   |              |            |             |
|--------------------------------------------|--------------|----------------|-------------------|--------------|------------|-------------|
| CPI Change from 2025 Data = 2.8%           |              |                |                   |              |            |             |
| Mar-26                                     |              |                |                   |              |            |             |
| CITY OF OBERLIN                            |              |                |                   |              |            |             |
| POSITION CLASSIFICATION AND PAY GRADES FOR |              |                |                   |              |            |             |
| REGULAR FULL-TIME CITY EMPLOYEES           |              |                |                   |              |            |             |
| POLICE DEPARTMENT                          |              |                |                   |              |            |             |
|                                            | FLSA         | Civil          | Number            | Pay          | Range      | Range       |
| <u>Job Title</u>                           | <u>Class</u> | <u>Service</u> | <u>Authorized</u> | <u>Grade</u> | <u>Low</u> | <u>High</u> |
| Chief                                      | E            | U              | 1                 | 7            | \$ 89,187  | \$ 144,518  |
| Captain                                    | E            | CC             | 0                 | 6            | \$ 76,060  | \$ 132,955  |
| Lieutenant                                 | E            | CC             | 1                 | 6            | \$ 76,060  | \$ 132,955  |
| Sergeant                                   | NE           | CC             | 4                 | Union        |            |             |
| Patrol Officer                             | NE           | CC             | 11                | Union        |            |             |
| Administrative Support                     | NE           | U              | 1                 |              |            |             |
| Administrative Coordinator                 |              |                |                   | 3A           | \$ 29.02   | \$ 38.89    |
| Administrative Assistant                   |              |                |                   | 3B           | \$ 22.72   | \$ 29.81    |
| Dispatcher                                 | NE           | CN             | 6                 | Union        |            |             |
| Records Coordinator                        | NE           | CN             | 1                 | 3            | \$ 22.72   | \$ 38.89    |
| TOTAL NUMBER OF POSITIONS AUTHORIZED       |              |                | 25                |              |            |             |
| FIRE DEPARTMENT                            |              |                |                   |              |            |             |
|                                            | FLSA         | Civil          | Number            | Pay          | Range      | Range       |
| <u>Job Title</u>                           | <u>Class</u> | <u>Service</u> | <u>Authorized</u> | <u>Grade</u> | <u>Low</u> | <u>High</u> |
| Chief                                      | E            | U              | 1                 | 7            | \$ 89,187  | \$ 144,518  |
| Assistant Chief                            | E            | CC             | 1                 | 6            | \$ 76,060  | \$ 132,955  |
| Firefighter                                | NE           | CC             | 4                 | 3            | \$ 22.72   | \$ 38.89    |
| TOTAL NUMBER OF POSITIONS AUTHORIZED       |              |                | 6                 |              |            |             |
| CLERK OF COUNCIL'S DEPARTMENT              |              |                |                   |              |            |             |
|                                            | FLSA         | Civil          | Number            | Pay          | Range      | Range       |
| <u>Job Title</u>                           | <u>Class</u> | <u>Service</u> | <u>Authorized</u> | <u>Grade</u> | <u>Low</u> | <u>High</u> |
| Clerk of Council's Assistant               | NE           | U              | 1                 | 3            | \$ 22.72   | \$ 38.89    |
| TOTAL NUMBER OF POSITIONS AUTHORIZED       |              |                | 1                 |              |            |             |
| FINANCE DEPARTMENT                         |              |                |                   |              |            |             |
|                                            | FLSA         | Civil          | Number            | Pay          | Range      | Range       |
| <u>Job Title</u>                           | <u>Class</u> | <u>Service</u> | <u>Authorized</u> | <u>Grade</u> | <u>Low</u> | <u>High</u> |
| Finance Assistant                          | NE           | U              | 4                 | 5            | \$ 31.19   | \$ 53.15    |
| TOTAL NUMBER OF POSITIONS AUTHORIZED       |              |                | 4                 |              |            |             |
| LAW DEPARTMENT                             |              |                |                   |              |            |             |
|                                            | FLSA         | Civil          | Number            | Pay          | Range      | Range       |
| <u>Job Title</u>                           | <u>Class</u> | <u>Service</u> | <u>Authorized</u> | <u>Grade</u> | <u>Low</u> | <u>High</u> |
| Administrative Assistant                   | NE           | U              | 1                 | 3            | \$ 22.72   | \$ 38.89    |
| TOTAL NUMBER OF POSITIONS AUTHORIZED       |              |                | 1                 |              |            |             |
| ADMINISTRATION DEPARTMENT                  |              |                |                   |              |            |             |
|                                            | FLSA         | Civil          | Number            | Pay          | Range      | Range       |
| <u>Job Title</u>                           | <u>Class</u> | <u>Service</u> | <u>Authorized</u> | <u>Grade</u> | <u>Low</u> | <u>High</u> |
| Communications Manager                     | E            | CN             | 1                 | 5            | \$ 64,866  | \$ 110,577  |
| Information Technology Manager             | E            | CN             | 1                 | 6            | \$ 76,060  | \$ 132,955  |
| Community Liason                           | E            | CN             | 1                 | 5            | \$ 64,866  | \$ 110,577  |
| Economic Development Officer               | E            | CN             | 1                 | 6            | \$ 76,060  | \$ 132,955  |

|                                                      |       |         |            |       |           |            |  |
|------------------------------------------------------|-------|---------|------------|-------|-----------|------------|--|
| Planning & Sustainability Initiatives Coordinator    | E     | CN      | 1          | 5     | \$ 64,866 | \$ 110,577 |  |
| Administrative Support                               | NE    | U       | 2          |       |           |            |  |
| Administrative Coordinator                           |       |         |            | 3A    | \$ 29.02  | \$ 38.89   |  |
| Administrative Assistant                             |       |         |            | 3B    | \$ 22.72  | \$ 29.81   |  |
| Engineer                                             | E     | CN      | 1          | 6     | \$ 76,060 | \$ 132,955 |  |
| Engineering Technician                               | E     | CN      | 1          | 5     | \$ 64,866 | \$ 110,577 |  |
| Storm Water Coordinator                              | E     | CN      | 1          | 5     | \$ 64,866 | \$ 110,577 |  |
| Service & Maintenance Manager                        | E     | CN      | 1          | 6     | \$ 76,060 | \$ 132,955 |  |
| Facilities Coordinator                               | E     | CN      | 1          | 5     | \$ 64,866 | \$ 110,577 |  |
| Lead Vehicle Maintenance Mechanic                    | NE    | CN      | 1          | Union |           |            |  |
| Mechanic                                             | NE    | CN      | 1          | Union |           |            |  |
| Crew Leader                                          | NE    | CN      | 3          | Union |           |            |  |
| Construction Technician                              | NE    | CN      | 1          | Union |           |            |  |
| Service Maintenance Worker                           | NE    | CN      | 8          | Union |           |            |  |
| Collection Operator/Operator B                       | NE    | CN      | 3          | Union |           |            |  |
| TOTAL NUMBER OF POSITIONS AUTHORIZED                 |       |         | 29         |       |           |            |  |
|                                                      |       |         |            |       |           |            |  |
|                                                      |       |         |            |       |           |            |  |
| HUMAN RESOURCES DEPARTMENT                           |       |         |            |       |           |            |  |
|                                                      | FLSA  | Civil   | Number     | Pay   | Range     | Range      |  |
| Job Title                                            | Class | Service | Authorized | Grade | Low       | High       |  |
| Assistant City Manager/Human Resources Administrator | E     | U       | 1          | 7     | \$ 89,187 | \$ 144,518 |  |
| TOTAL NUMBER OF POSITIONS AUTHORIZED                 |       |         | 1          |       |           |            |  |
|                                                      |       |         |            |       |           |            |  |
|                                                      |       |         |            |       |           |            |  |
| BUILDING & ZONING DEPARTMENT                         |       |         |            |       |           |            |  |
| Chief Building Official                              | E     | CN      | 1          | 7     | \$ 89,187 | \$ 144,518 |  |
| Building Permit Technician                           | NE    | CN      | 1          | 3     | \$ 22.72  | \$ 38.89   |  |
| Code Enforcement Officer                             | NE    | CN      | 1          | 4     | \$ 26.63  | \$ 44.30   |  |
| TOTAL NUMBER OF POSITIONS AUTHORIZED                 |       |         | 3          |       |           |            |  |
|                                                      |       |         |            |       |           |            |  |
|                                                      |       |         |            |       |           |            |  |
| PARKS & RECREATION DEPARTMENT                        |       |         |            |       |           |            |  |
|                                                      | FLSA  | Civil   | Number     | Pay   | Range     | Range      |  |
| Job Title                                            | Class | Service | Authorized | Grade | Low       | High       |  |
| Parks & Recreation Director                          | E     | U       | 1          | 7     | \$ 89,187 | \$ 144,518 |  |
| Recreation Superintendent                            | E     | CN      | 1          | 6     | \$ 76,060 | \$ 132,955 |  |
| Recreation Coordinator                               | NE    | CN      | 1          | 4     | \$ 26.63  | \$ 44.30   |  |
| Parks & Forestry Superintendent                      | E     | CN      | 1          | 6     | \$ 76,060 | \$ 132,955 |  |
| Crew Leader                                          | NE    | CN      | 1          | Union |           |            |  |
| Service Maintenance Worker                           | NE    | CN      | 3          | Union |           |            |  |
| Field Maintenance Specialist                         | NE    | CN      | 1          | Union |           |            |  |
| TOTAL NUMBER OF POSITIONS AUTHORIZED                 |       |         | 9          |       |           |            |  |
|                                                      |       |         |            |       |           |            |  |
|                                                      |       |         |            |       |           |            |  |
| UTILITIES DEPARTMENT                                 |       |         |            |       |           |            |  |
|                                                      | FLSA  | Civil   | Number     | Pay   | Range     | Range      |  |
| Job Title                                            | Class | Service | Authorized | Grade | Low       | High       |  |
| Utilities Director                                   | E     | U       | 1          | 7     | \$ 89,187 | \$ 144,518 |  |
| Distribution Superintendent                          | E     | CN      | 1          | 6     | \$ 76,060 | \$ 132,955 |  |
| Plant Superintendent                                 | E     | CN      | 1          | 6     | \$ 76,060 | \$ 132,955 |  |
| Technical Services Superintendent                    | E     | CN      | 1          | 6     | \$ 76,060 | \$ 132,955 |  |
| Administrative Support                               | NE    | U       | 1          |       |           |            |  |
| Administrative Coordinator                           |       |         |            | 3A    | \$ 29.02  | \$ 38.89   |  |
| Administrative Assistant                             |       |         |            | 3B    | \$ 22.72  | \$ 29.81   |  |
| 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   | Union                                |           |            |  |
| Water Superintendent                                                                                                     | E  | CN | 1   | 6                                    | \$ 76,060 | \$ 132,955 |  |
| Assistant Water Superintendent                                                                                           | E  | CN | 1   | 5                                    | \$ 64,866 | \$ 110,577 |  |
| Water Lead Operator                                                                                                      | NE | CN | 1   | Union                                |           |            |  |
| Lead Operator Distribution                                                                                               | NE | CN | 1   | Union                                |           |            |  |
| Water Distribution Operator/Operator B                                                                                   | NE | CN | 4   | Union                                |           |            |  |
| Water Plant Operator/Operator B                                                                                          | NE | CN | 4   | Union                                |           |            |  |
| Water Plant Lab Technician/Acting Lab Technician                                                                         | NE | CN | 1   | Union                                |           |            |  |
| Wastewater Superintendent                                                                                                | E  | CN | 1   | 6                                    | \$ 76,060 | \$ 132,955 |  |
| Wastewater Lead Operator                                                                                                 | NE | CN | 1   | Union                                |           |            |  |
| Wastewater Operator/Operator B                                                                                           | NE | CN | 3   | Union                                |           |            |  |
| Lab Technician/Acting Lab Technician                                                                                     | NE | CN | 1   | Union                                |           |            |  |
| TOTAL NUMBER OF POSITIONS AUTHORIZED                                                                                     |    |    | 39  |                                      |           |            |  |
| TOTAL FULL-TIME POSITIONS AUTHORIZED                                                                                     |    |    | 118 |                                      |           |            |  |
| NOTES:                                                                                                                   |    |    |     |                                      |           |            |  |
| NO CURRENT POSITION                                                                                                      |    |    |     | 1                                    | \$ 16.48  | \$ 24.90   |  |
| FLSA <b>Exempt</b> positions are depicted as annualized salaries. <b>Non-exempt</b> 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      |           |            |  |