

CITY OF CLAYTON, OHIO

ORDINANCE NO. O – 12 – 23 - 29

AN ORDINANCE AUTHORIZING AMENDMENTS TO DESIGNATION OF JOB CATEGORIES AND PAY SCHEDULES AND DECLARING AN EMERGENCY

WHEREAS, Section 3.01(D) of the Clayton Charter provides that Council may authorize the creation of positions of employment and set their rates of compensation; and

WHEREAS, an Organization Chart and revised pay tables have been prepared by the City Manager, reviewed by the Finance Director and recommended for approval by the City Manager.

NOW THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF CLAYTON, STATE OF OHIO:

1. That the Organization Chart and Pay Table(s) appended hereto as *Exhibit A* be and hereby are authorized and approved with the Pay Tables to be effective the first full payroll period in January, 2024.
2. That this Ordinance shall be effective as an exception to any ordinance, resolution or other legislation of the City of Clayton, Ohio, inconsistent with this Ordinance or which imposes additional requirements for effectiveness or validity.
3. That in accordance with Clayton Charter Section 4.031(B) the requirement that this enactment be read on two (2) separate days is dispensed with by affirmative vote of at least five (5) of the members of Council.
4. That, unless prompt implementation of pay rates for personnel can be achieved so as to ensure continued provision of City services, public health and safety and welfare will be detrimentally affected. Accordingly, in accordance with Charter Section 4.033(A) this ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety and welfare of the City and shall therefore be in full force and effect from and immediately upon affirmative vote of at least five (5) of the members of Council.

ADOPTED BY COUNCIL ON DECEMBER 18, 2023.

AUTHENTICATION:


Mayor (Presiding Officer of Council)


Clerk of Council

APPROVED AS TO FORM:


Law Director

CERTIFICATION OF PUBLICATION

This shall certify that that the text of the above referenced enactment or a summary thereof was published once in the following newspaper and a summary posted in three places of public access as designated by Council.

Name of newspaper

Register Herald

Date of publication

Dec 27, 2023

Barbara Stein

CLERK

2024 Job Categories and Wage Scales

ELECTED OFFICIALS

| <i>Position Title</i> | <i>Salary</i> |
|-----------------------|---------------|
| Mayor | \$ 7,200 |
| City Council | \$ 4,800 |

A. CLASS I-CITY COUNCIL APPOINTMENTS

| <i>Position</i> | <i>Salary</i> |
|------------------|---------------|
| Clerk of Council | \$ 8,250 |

B. CLASS II- EXEMPT EMPLOYEES

All employees in Class II shall be paid at a rate which is within the designated pay range. Annual wage adjustments shall be effectuated upon a written recommendation of the City Manager and subsequent concurrence by the City Council

| Section 1 | |
|--|-----------------------|
| <i>Position Title</i> | <i>Pay Range</i> |
| Director of Finance | \$68,049 to \$120,498 |
| Chief of Police | \$68,049 to \$120,498 |
| Fire Chief | \$68,049 to \$120,498 |
| Director of Development | \$68,049 to \$120,498 |
| Public Service Director | \$68,049 to \$120,498 |
| Assistant to the C.M./H.R. Administrator | \$68,049 to \$120,498 |

| Section 2 | |
|-----------------------------------|-----------------------|
| <i>Position Title</i> | <i>Pay Range</i> |
| Fire Battalion Chief | \$68,049 to \$98,397 |
| Police Lieutenant | \$92,285 to \$100,585 |
| Planning and Zoning Administrator | \$50,301 to \$88,978 |
| Director of Golf | \$51,500 to \$77,009 |
| Golf Course Superintendent | \$51,500 to \$77,009 |
| Assistant to the Finance Director | \$37,137 to \$66,151 |
| Event Manager | \$50,000 to \$60,343 |
| Fire Safety Inspector | \$52,000 to \$60,343 |

C. CLASS III-CLASSIFIED FULL-TIME EMPLOYEES

All employees in Class III shall be paid at a rate which is within the designated pay range. Ranges will be adjusted based upon an annual wage adjustment as approved by the City Council.

| <i>Position Title</i> | <i>Step 1</i> | <i>Step 2</i> | <i>Step 3</i> | <i>Step 4</i> | <i>Step 5</i> | <i>Step 6</i> |
|--------------------------|---------------|---------------|---------------|---------------|---------------|---------------|
| Maintenance Worker III | \$ 27.22 | \$ 28.10 | \$ 29.00 | \$ 29.86 | \$ 30.75 | \$ 31.63 |
| Mechanic | \$ 21.71 | \$ 22.68 | \$ 23.90 | \$ 25.18 | \$ 26.36 | |
| Office Assistant II | \$ 19.85 | \$ 20.60 | \$ 21.35 | \$ 22.13 | \$ 22.87 | |
| Code Enforcement Officer | \$ 22.35 | \$ 23.93 | \$ 24.65 | \$ 27.06 | \$ 27.18 | |

D. CLASS IV-PART-TIME/SEASONAL EMPLOYEES

All employees in Class IV category will be paid at a rate which is within the designated range. The range or the wages will be subject to an annual wage adjustment as approved by the City Council.

| Section 1 | |
|---------------------------------|--------------------|
| <i>Position Title</i> | <i>Pay Range</i> |
| Meadowbrook Attendant | \$11.00 to \$12.73 |
| Meadowbrook Assistant Attendant | \$ 10.45 |
| Laborer | \$11.00 to \$12.73 |
| Bartender | \$10.45 |
| Event Assistant | \$15.30 |
| Substitute City Clerk | \$50 per meeting |

| Section 2 | |
|------------------------|--------------------|
| <i>Position Title</i> | <i>Pay Range</i> |
| CDL Equipment Operator | \$13.62 to \$19.13 |

| Section 3 | | |
|--------------------------|---------------|---------------|
| Police Department | | |
| <i>Position Title</i> | <i>Step 1</i> | <i>Step 2</i> |
| Police Officer | \$18.31 | \$20.52 |
| Property Room Manager | \$18.31 | \$20.52 |

| Fire Department | |
|------------------------|--------------------|
| <i>Position Title</i> | <i>Pay Range</i> |
| Firefighter/EMS | \$13.26 to \$19.38 |