

ORDINANCE 00-66 AC CMS

AN ORDINANCE AUTHORIZING THE CITY MANAGER TO AMEND
THE CONTRACT WITH CIRCUIT RIDER MANAGEMENT GROUP OF GRANVILLE,
OHIO TO CONDUCT A PAYROLL CLASSIFICATION STUDY FOR THE CITY OF
OBERLIN AND DECLARING AN EMERGENCY

BE IT ORDAINED by the Council of the City of Oberlin, County of Lorain, State of Ohio, 5/7ths (five-sevenths) of all members elected thereto concurring:

SECTION 1. That the City Manager is hereby authorized and directed to amend the contract with Circuit Rider Management Group of Granville, Ohio in order to continue to conduct the Payroll Classification Study of city employees not represented by a collective bargaining unit in accordance with their proposal dated February 14, 2000 and in an amount not to exceed \$6,000.

SECTION 2. It is hereby found and determined that all formal actions of this Council concerning or related 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. This ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, safety, and welfare of the citizens of Oberlin, Ohio, to wit:

"to provide for equitable compensation of employees" and shall take effect immediately upon passage.

PASSED: 1st Reading - June 5, 2000 (E)
2nd Reading -
3rd Reading -

ATTEST:


CLERK OF COUNCIL


CHAIR OF COUNCIL

POSTED: 6/6/2000

EFFECTIVE DATE: 6/6/2000



Circuit Rider Management Group
427 West College Street
Granville, Ohio 43023
Telephone 740-587-2812
Email dplunkett@nextek.net

June 5, 2000

City Manager Robert DiSpirito
City of Oberlin
85 South Main Street
Oberlin, Ohio 44074

Dear Rob:

CRMG has prepared a project adjustment proposal as requested. The proposal is twofold: to provide assistance in the conduct of a search for Oberlin's next Director of Public Works and to expand the scope of the PAYROLL CLASSIFICATION STUDY already underway.

As we have discussed, the search for Mike Sigg's replacement is critical. I've mapped out a schematic for the search process and am awaiting your amendments thereof. With resumes closing on June 15, I'd suggest allowing CRMG to review the resumes shortly thereafter to winnow the candidate list, removing the task of first round of the selection process from your shoulders. Shifting that burden to CRMG can save you significant time and effort and that task is also one of those elements in which we specialize.

The PAYROLL CLASSIFICATION STUDY has expanded from the original examination of twenty positions to twenty-one positions with twenty-seven incumbents. Several positions have been deemed to require position description re-write, based on changes in scope of responsibility as we've discussed and agreed. That wasn't originally part of the project. The DPW Director position description re-write is complete; the Secretary and Planning Assistant position descriptions along with those of several others are currently in the drafting stage.

Additional cost for the project, including assistance with the DPW Director search as previously outlined and tasks added to the original study is \$6,000. Total cost of the PAYROLL CLASSIFICATION STUDY and assistance with DPW Director search will then be \$29,000. If that is acceptable, CRMG will prepare a revised project timeline for your review and approval.

We thank you for affording us the opportunity to present this proposal.

for the City of Oberlin:



Robert DiSpigito

City Manager

Date: 6/7/00

for Circuit Rider Management Group:

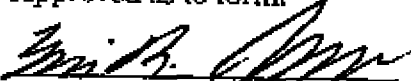


Douglas B. Plunkett

Principal

Date: June 5, 2000

Approved as to form:



Eric R. Severs, City Solicitor