

ORDINANCE NO. 02-36 AC CMS

AN ORDINANCE APPROVING A JOB DESCRIPTION FOR A FIELD MAINTENANCE SPECIALIST FOR THE PUBLIC WORKS DEPARTMENT, AND AMENDING THE EMPLOYEE CLASSIFICATION ORDINANCE TO INCLUDE THE NEW POSITION AND DECLARING AN EMERGENCY

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

SECTION 1. That the attached proposed job description for a Field Maintenance Specialist for the Public Works Department, City of Oberlin, is hereby approved, and the City of Oberlin Position Classification Plan is hereby so amended.

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 preservation of the public peace, health and safety of the citizens of the City of Oberlin to wit:

"to ensure the efficient operation of the City and to provide for the usual daily operation of a municipal department", and shall take effect immediately upon passage.

PASSED: 1st Reading - March 18, 2002 (E)
2nd Reading -
3rd Reading -

ATTEST:


CLERK OF COUNCIL

POSTED: 3/19/2002


CHAIR OF COUNCIL

EFFECTIVE DATE: 3/19/2002

ORDINANCE NO. 01-12 AC CMS - POSITION CLASSIFICATION
FOR FULL-TIME PERMANENT CITY EMPLOYEES
(AS AMENDED BY ORDINANCE NO. 02-36 AC CMS)

POLICE DEPARTMENT

<u>Job Title</u>	<u>Pay Range</u>	<u>No. Authorized</u>
Chief	15	1
Captain	13	1
Sergeant	Union Contract	4
Patrol Officer		
Union	Union Contract	9
Detective		
Union	Union Contract	1
Administrative Assistant to the Chief of Police	9	1
Dispatcher	7	<u>4</u>
 TOTAL NUMBER OF POSITIONS AUTHORIZED		 21

FIRE DEPARTMENT

<u>Job Title</u>	<u>Pay Range</u>	<u>Authorized</u>
Chief	15	1
Assistant Chief	10	1
Firefighter/Driver	5	<u>3</u>
 TOTAL NUMBER OF POSITIONS AUTHORIZED		 5

ADMINISTRATION DEPARTMENT

<u>Job Title</u>	<u>Pay Range</u>	<u>Authorized</u>
Code Administrator/EEO-AA Officer	14	1
Secretary/Receptionist	7	1
Assistant to Administration	9	<u>2</u>
 TOTAL NUMBER OF POSITIONS AUTHORIZED		 4

PUBLIC WORKS DEPARTMENT

<u>Job Title</u>	<u>Pay Range</u>	<u>No. Authorized</u>
Public Works Director	15	1
Engineer/Underground Superintendent	15	1
General Maintenance Superintendent	13	1
Water Superintendent	13	1

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WEPP Superintendent	13	1
Water Lead Operator	Union Contract	1
WEPP Lead Operator	Union Contract	1
Lead Operator Distribution	Union Contract	1
Lead Vehicle Maintenance Mechanic	Union Contract	1
Mechanic	Union Contract	1
Crew Leader	Union Contract	4
Service Maintenance Mechanic	Union Contract	8
Field Maintenance Specialist*	Union Contract	1
Collection Operator/ Service Maintenance Worker	Union Contract	2
Water Distribution Operator/ Service Maintenance Worker	Union Contract	4
Water Plant Operators Service Maintenance Workers	Union Contract	4
WEPP Operators/ Service Maintenance Workers	Union Contract	<u>4</u>

TOTAL NUMBER OF POSITIONS AUTHORIZED 37

FINANCE DEPARTMENT

<u>Job Title</u>	<u>Pay Range</u>	<u>No. Authorized</u>
Financial Assistant	10	4
TOTAL NUMBER OF POSITIONS AUTHORIZED		4

MUNICIPAL COURT

<u>Job Title</u>	<u>Pay Range</u>	<u>Authorized</u>
Court Clerk		1
Deputy Clerk		6
Deputy Clerk "A"		
Deputy Clerk "B"		
Secretary/Deputy Clerk		1

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Bailiff

TOTAL NUMBER OF POSITIONS AUTHORIZED

1
9

ELECTRIC DEPARTMENT

<u>Job Title</u>	<u>Pay Range</u>	<u>Authorized</u>
OMLPS Director	15	1
Key Accounts & Utilities Services Manager	11	1
Distribution Superintendent	13	1
Plant Superintendent	13	1
Technical Services Superintendent	13	1
Assistant to the OMLPS Director	9	1
Electrical Technician II	Union Contract	1
Electrical Technician I	"	2
Line Crew Leader	"	2
Lineman	"	4
Journeyman	"	
Lineman "B"	"	
Operator/Mechanic		5
Chief (1)	"	
Operator Mechanic (4)	"	
Inventory/Purchasing Clerk	"	<u>1</u>

TOTAL NUMBER OF POSITIONS AUTHORIZED

21

DEPARTMENT of PLANNING and ZONING

<u>Job Title</u>	<u>Pay Range</u>	<u>Authorized</u>
Administrative Assistant	9	1
Director of Planning and Zoning	15	1
Recreation Coordinator	12	1
Community Planner	12	
G.I.S. Coordinator	9	<u>1</u>

TOTAL NUMBER OF POSITIONS AUTHORIZED

5

DEPARTMENT of ECONOMIC and HOUSING DEVELOPMENT

<u>Job Title</u>	<u>Pay Range</u>	<u>Authorized</u>
Director of Economic & Housing Development	15	1
TOTAL NUMBER OF POSITIONS AUTHORIZED		1

TOTAL FULL-TIME POSITIONS AUTHORIZED

106