

ORDINANCE 2012-03

AN ORDINANCE ESTABLISHING JOB
TITLES AND PAY RANGES FOR
NON-COLLECTIVE BARGAINING
UNIT EMPLOYEES OF THE CITY
OF WAPAKONETA IN COMPLIANCE
WITH CHAPTER 260 OF THE
CODIFIED ORDINANCES OF
WAPAKONETA, OHIO, AND DECLARING
AN EMERGENCY

READ	READ	READ	SUSPEND		ADOPTED	
			YES	NO	YES	NO
1932012			✓		✓	
			✓		✓	
			✓		✓	
			✓		✓	
			✓		✓	
			✓		✓	
			✓		✓	
TOTAL			7	0	7	0

WHEREAS, the Director of Safety and Service has reviewed the classification plan, job titles and pay ranges for employees of the City of Wapakoneta whose positions are not covered under the provisions of the existing collective bargaining agreements, and

WHEREAS, Section 260.08 of the Codified Ordinances of Wapakoneta, Ohio states as follows, "The salary to be paid to all City employees shall be established by Council".

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Wapakoneta, County of Auglaize, State of Ohio, to-wit:

SECTION ONE

THAT the following job titles and pay range numbers are hereby established for positions within the City of Wapakoneta which are not covered by collective bargaining agreements:

POSITIONS AND PAY RANGE NUMBERS

(A)	POLICE DEPARTMENT	PAY RANGE NO.
	Chief of Police	13
	Dispatcher	6
	Special Police Officer	3
	Private Duty Police Officer	5A
	Code Enforcement Officer	5
	Auxiliary Police Officer	2
(B)	FIRE DEPARTMENT	
	Fire Chief	13
	Intermittent Firefighter	2
	Auxiliary Firefighter	8
(C)	ELECTRIC DEPARTMENT	
	Superintendent	15
(D)	PUBLIC WORKS DEPARTMENT	
	Superintendent*	11
(E)	WATER TREATMENT DEPARTMENT	
	Superintendent*	11
(F)	WASTEWATER TREATMENT DEPARTMENT	
	Superintendent*	12

(G) ADMINISTRATIVE AND OFFICE

Director of Service and Safety 16
Office Manager and Income Tax Administrator 10
Administrative Assistant to Director of Service and Safety 7

(H) EMERGENCY MEDICAL SERVICE (E.M.S.)

E.M.S. Administrative Assistant 9

(I) ENGINEERING, ZONING AND INSPECTION DEPARTMENT

City Engineer/Surveyor**/ Engineering Superintendent**** 14
Zoning & Engineering Manager/City Building Code Officer**** 9A

(J) RECREATION DEPARTMENT

Recreation Director 4A
Swimming Pool General Manager 4B
Swimming Pool Assistant Manager 4C

(K) SEASONAL LABORER
(May be hired in any City Department)

Seasonal Laborer I 1
Seasonal Laborer II 2
Seasonal Laborer III 3
Seasonal Laborer IV 4

* Qualify for OEPA certification incentive

** Qualify for Ohio Private Surveyor's License incentive

EMPLOYEE SALARY AND WAGE SCHEDULE

A. That all employees governed by this ordinance shall be paid a base salary or wage in accordance with one of the following pay ranges effective Jan 1, 2012:

EFFECTIVE DATE 1-Jan-12 WAGE SCHEDULE FOR NON-COLLECTIVE BARGAINING UNIT EMPLOYEES						BASIS OF WAGE RATE	
PAY RANGE		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	
1	5.00	5.50	6.00	6.50	7.00	7.50	SEASONAL I
2	7.40	7.65	7.90	8.15	8.40	8.60	SEASONAL II
2A	7.40	7.65	7.90	8.15	8.40	8.60	INTERMITTENT FIREFIGHTER/AUX.POLICE
3	8.00	8.25	8.50	8.75	9.10	9.40	SEASONAL III
4	10.50	10.75	11.00	11.25	11.50	11.75	SEASONAL IV
4A	16,000	17,000	18,000	19,000	20,000	20,000	RECREATION DIRECTOR
4B	11.22	11.73	12.24	12.75	13.26	13.77	SWIMMING POOL GENERAL MANAGER
4C	9.18	9.69	10.20	10.71	11.22	11.73	SWIMMING POOL ASST'T MANAGER
5	11.50	11.75	12.00	12.25	12.50	12.75	CODE ENFORCEMENT OFFICER
5A	15.37	15.89	16.42	16.94	17.40	17.80	PRIVATE DUTY POLICE
6	16.28	16.77	17.27	17.80	18.34	18.80	POLICE DISPATCHER***
7					10.00	10.00	ADMINISTRATIVE ASSISTANT
8					16.75	16.75	AUXILIARY FIREFIGHTER/POLICE
9			16.42		17.09	17.09	EMS ADMINISTRATIVE ASSISTANT***

COVING & ENGINEERING UNIT DELUG

9A	39,407	40,211	41,031	41,869	42,723	\$/YEAR	CODE OFFICER****
10	48,050	51,471	54,180	55,806	57,480	\$/YEAR	OFFICE MANAGER***
*11	52,558	54,132	55,757	57,014	59,155	\$/YEAR	WATER/ PUBLICWORKS SUPERINTENDENT***
*12	53,652	55,231	56,919	58,626	60,385	\$/YEAR	WASTERWATER SUPERINTENDENT***
13	53,128	54,722	56,476	60,337	62,147	\$/YEAR	POLICE/ FIRE CHIEF***
* * * * *14	48,305	49,756	51,249	52,787	54,370	\$/YEAR	ENGINEERING SUPERINTENDENT*****
15	56,386	58,078	59,820	61,614	63,461	\$/YEAR	ELECTRIC SUPERINTENDENT***
*16	76,357	80,274	84,191	86,717	89,319	\$/YEAR	SAFETY SERVICE DIRECTOR***

* Position qualifies for Ohio E.P.A. Operator's Certification Incentive based on the following rates:

Class I = \$500/YR Class II = \$1,000/YR Class III = \$1,500/YR Class IV = \$2,000/YR

These incentives are not accumulative. Individuals will be compensated in accordance with his/her highest level certificate.

** Position qualifies for certification incentive as follows:
Ohio Private Surveyor's License = \$3,500/YR

*** Position qualifies for emergency medical technician (E.M.T.) certification stipend based on the following rates:
E.M.T. B (Bridge) =\$500/YR
E.M.T. I (Advanced) = \$1,000/YR
E.M.T. P (Paramedic) = \$1,500/YR

These incentives are not accumulative. Individuals will be compensated in accordance with his/her highest level certification and must maintain certification requirements of City's Medical Director.

**** Residential Building Official = \$500/YR
***** Residential Plans Examiner = \$500/YR
***** Residential Building Inspector = \$500/YR
***** Residential Plumbing Inspector = \$500/YR
***** Residential Safety Inspector = \$500/YR

Certifications are accumulative

SECTION TWO

THAT Chapter 260.17 of the “Codified Ordinance of the City of Wapakoneta” shall be amended as follows:

260.17 HOLIDAYS.

(a) All non-bargaining unit employees who are covered by this chapter shall receive the following recognized holidays off at their regular rate of pay:

New Year's Day	Thanksgiving
Memorial Day	Friday after Thanksgiving
Independence Day	Christmas
Labor Day	
Employee Birthday: Police Dispatchers and Administrative Assistant, Eng	
Manager, Office Manager, Electric Supt, Waste Water Supt, Water Supt, Public Works Supt,	
Police Chief, Fire Chief and Safety Service Dir.	

The holiday shall be considered the day on which the holiday is celebrated in the calendar year upon which it falls. Should the paid holiday fall on Saturday or Sunday, the preceding Friday or the following Monday shall be given off unless another date is agreed upon with the Director of Public Service and Safety.

b) Instead of seven paid holidays per year, the Police Department Dispatchers will have seven eight-hour shifts off per year at regular pay. In addition to the holidays herein

discussed, each Police Department Dispatcher will be given two additional personal-leave shift (sixteen hours) with pay each year. This personal-leave shift shall be scheduled in accordance with holiday scheduling policies and procedures established for the Department. The standard work day for Police Department Dispatchers is eight hours. Police Dispatchers who work during the hours of 0000 hours and 2400 hours on Thanksgiving and Christmas shall be paid at their overtime rate for all hours worked on these two specific holidays. This shall not apply to any hours worked by a police officer or lieutenant assigned to dispatch duties during these hours.

(c) Department heads in the Department of Public Service and Safety and the Administrative Assistant to the Director of Public Service and Safety shall be given two personal-leave day (sixteen hours) each year. Said personal-leave day shall be scheduled in accordance with the holiday scheduling policies and procedures established for the City.

(d) Short-term employees, such as summer help and those hired periodically for temporary work, are not eligible for holiday pay.

(Ord. 2003-26. Passed 5-5-03; Ord. 2006-31. Passed 7-17-06.)

SECTION THREE

THAT the provisions of this ordinance shall be retroactively effective at 12:01 A.M. on Jan 1, 2012. Any city legislation or parts of ordinances, which are inconsistent with the terms of this ordinance, are hereby repealed

SECTION FOUR

THAT this ordinance is hereby declared to be an emergency measure, it being for the protection, safety and welfare of the citizens of Wapakoneta, Ohio, and for the further reason that said wage adjustments shall be retroactively effective on Jan 1, 2012; so, therefore, this ordinance shall go into immediate effect.

Attest:

Passed this 9th day of

Caulene S Koch
Clerk of Council

January, 2012

[Signature]
President of Council

Approved:

[Signature]
Mayor

Approved as to form:

[Signature]
City Law Director

THIS IS TO CERTIFY THAT THE FOREGOING ORDINANCE/RESOLUTION WAS PUBLISHED IN THE WAPAKONETA DAILY NEWS, A NEWSPAPER OF GENERAL CIRCULATION IN AUGLAIZE COUNTY, OHIO AND APPEARED IN ITS ISSUES OF 1-12-2012 AND 1-19-2012.

Caulene S Koch
CLERK OF COUNCIL