

Summary January 7th, 2025

Committee Meeting

Claims 6:50pm

<u>Bill</u>	<u>Status</u>	<u>Title</u>	<u>Sponsor</u>	<u>Committee Meeting</u>
COUNCIL BEGINS				
CAUCUS BEGINS				
25-001	Vote	Expressing the intent of the City of Mansfield to sell unneeded, obsolete and unfit personal property by means of Internet Auction, and authorizing the Safety-Service Director to list such property for sale with GovDeals, Inc., and declaring an emergency.	Falquette	
25-002	Vote	Authorizing the Safety Service Director to accept and appropriate a donation from the Gorman Family Foundation in the amount of Twenty Thousand and 00/100 Dollars (\$20,000.00) to be used for the Mansfield Police Department Drone Program, and declaring an emergency.	Meier	
25-003	Vote	Appointing Councilman Eleazer Akuchie to the Richland County Regional Planning Commission.	Falquette	
25-004	Vote	Appointing a new member to the Police Review and Community-Police Relations Commission, and declaring an emergency.	Meier	
25-005	Vote	Adopting personnel positions, pay grades, and salaries for certain employees of the City of Mansfield 2025 payroll year, and declaring an emergency.		
NEXT MEETING Tuesday, January 21st, 2025 7:00 Council to follow				

BY: MR. FALQUETTE

Expressing the intent of the City of Mansfield to sell unneeded, obsolete and unfit personal property by means of Internet Auction, and authorizing the Safety-Service Director to list such property for sale with GovDeals, Inc., and declaring an emergency.

WHEREAS, through the adoption of Ordinance #04-090, passed May 4, 2004, this Council authorized the sale of unneeded, obsolete, and unfit personal property belonging to the City to be sold by means of Internet Auction, and

WHEREAS, through the adoption of Ordinance #04-091, passed May 4, 2004, this Council authorized the City of Mansfield to enter into a contract with GovDeals, Inc., 100 Capital Commerce Blvd #110, Montgomery, Alabama 36117 (telephone: 800-613-0156) to provide a means for the sale of surplus, unneeded, obsolete and unfit personal property by means of an Internet-based auction system, which contract has been automatically extended and is still in effect, and

WHEREAS, since 2004, the City has continued to sell its unneeded, obsolete, and unfit personal property by means of an Internet Auction conducted under contract with Gov Deals, Inc., and

WHEREAS, this Council has been advised that various departments and divisions throughout the City currently have surplus, unneeded, obsolete, and unfit personal property and some forfeited and abandoned property belonging to the City that can be sold via an Internet Auction, and

WHEREAS, this Council finds that it would be in the best economic interest of the City to hold an Internet Auction of such personal property and that such an auction should continue to be conducted through the contract with Gov Deals, Inc.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE
CITY OF MANSFIELD, STATE OF OHIO:**

SECTION 1. That the City has unneeded, obsolete, and unfit personal property, including some forfeited and abandoned property, belonging to the City of Mansfield that can and should be disposed of by means of an Internet Auction, and the Safety-Service Director be, and she is hereby,

authorized to list such personal property for sale with GovDeals, Inc., with the terms and conditions for such sales being established in Exhibit "A" as attached hereto and made a part hereof.

SECTION 2. That the moneys received from the auction sales authorized in Section 1 hereof shall be placed in the selling department (except where otherwise directed by the Ohio Revised Code or grant requirements) to be used for future capital purchases by the department with the contract fees for said auction services to be paid by the selling department.

SECTION 3. That the Clerk of Council shall publish this intent to sell surplus, unneeded, obsolete, and unfit personal property by means of an Internet Auction in accordance with Section 199.01 (d) of the Mansfield Codified Ordinance.

SECTION 4. That by reason of the immediate necessity to continue the GovDeals auction without interruption, this measure is determined to be an emergency Ordinance for the immediate preservation of the public peace, health, safety, and welfare of the City of Mansfield and its inhabitants and providing it receives the affirmative vote of two-thirds of all members elected to Council, it shall take effect and be in force immediately upon its adoption, otherwise from and after the earliest time allowed by law, after its passage and approval by the Mayor.

Caucus	<u>7 January 2025</u>
1 st Reading	<u>7 January 2025</u>
2 nd Reading	<u> </u>
PASSED	<u>7 January 2025</u>

SIGNED /s/ Phillip E. Scott
President of Council

ATTEST /s/ Delaine Weiner
Clerk of Council

APPROVED /s/ Jodie Perry
Mayor

APPROVED AS TO FORM: Roeliff E. Harper
Law Director
City of Mansfield

*Publication Required

Exhibit "A"
to Bill# 25-001

City of Mansfield Ohio
Online Sales – Terms and Conditions

All bidders and other participants of this auction agree that they have read and fully understand these terms and agree to be bound thereby.

Guaranty Waiver. All property is offered for sale “AS IS, WHERE IS”. Seller makes no warranty, guaranty or representation of any kind, expressed or implied, as to the merchantability or fitness for any purpose of the property offered for sale. Please note that upon removal of the property, all sales are final.

Description Warranty. Seller warrants to the Buyer that the property offered for sale will conform to its description. Any claim for misdescription must be made prior to removal of the property. If the seller confirms that the property does not conform to the description, Seller will keep the property and refund any money paid. The liability of the seller shall not exceed the actual purchase price of the property.

Personal and Property Risk. Persons attending during exhibition, sale, or removal of goods assume all risks of damage or loss to person and property and specifically release seller and GovDeals Inc. from liability therefore.

Inspection. Most items offered for sale are used and may contain defects not immediately detectable. Bidders may inspect the property prior to bidding. Inspection is by appointment only. Please see the contact below to schedule an appointment.

Consideration of Bid. City of Mansfield reserves the right to reject any and all bids and to withdraw from sale any of the items listed.

Buyer's Certificate. Successful bidders will receive a Buyer's Certificate via email from GovDeals, Inc.

Payment. Payment in full is due not later than five (5) business days from the time and date of the Close of the Auction. GovDeals will collect all payments including the “Buyer's Premium” through Wire Transfer, PayPal, or credit card (Visa, Mastercard, American Express and Discover) only. These are the only means of payment and the City will not collect any payments directly from the winning bidder. The Buyer's Premium is 7.5%. PayPal and Credit Card purchases are limited to below \$5,000 and Bidders residing in the United States, Canada and Mexico only. If the winning bid plus applicable taxes, if any indicated, plus the buyer's premium equals \$5,000 or more, Wire Transfer must be used.

Tax Calculations and Exemptions.

Tax Calculation. Sales tax, where applicable, will be calculated and added at the end of the auction.

Tax Exemption. Where taxes are applicable (see Buyer's Certificate), Tax Exempt documents must be provided to Bidder Services at tax@govdeals.com within 24 hours of the auction's close and before payment is made. Bidders are encouraged to submit their tax exempt documentation prior to the Auction's close to expedite this process. Please contact Bidder Services for all tax exempt questions.

Removal. All items must be removed within ten (10) business days from the time and date of issuance of the Buyer's Certificate. The Buyer will make all arrangements and perform all work necessary, including packing, loading and transportation of the property. Buyer must schedule a time to pick up property between the hours of 8:00 am and 4:00 pm, Monday through Friday, excluding legal holidays. For additional information or to schedule an inspection or pickup, email auctioninfo@ci.mansfield.oh.us. No assistance will be provided. A daily storage fee of \$10.00 may be charged for any item not removed within 10 business days allowed and stated in the Buyer's Certificate.

Vehicle Titles. Seller will issue a title or certificate upon receipt of payment. Titles may be subject to any restrictions as indicated in the item description on the website. Open titles cannot be issued. City of Mansfield will not issue replacement titles.

Default. Default shall include: (a) Failure to observe these terms and conditions; (b) Failure to make good and timely payment; or (c) Failure to remove all items within the specified time. Default may result in termination of the contract and suspension from participation in all future sales until the default has been cured. If Buyer fails in the performance of their obligations, Seller may exercise such rights and may pursue such remedies as are provided by law. Seller reserves the right to reclaim and resell all items not removed by Buyer thirty (30) days from the expiration of the specified removal date.

Acceptance of terms and Conditions. By submitting a bid, the bidder agrees that they have read, fully understand and accept these Terms and Conditions of Online Sales, and agrees to pay for and remove the property, if the bid is accepted, by the dates and times specified. These Terms and Conditions are displayed at the top of each page of each item listed on GovDeals, Inc.

Sales to Employees. Employees of the City of Mansfield may bid on the property listed for auction so long as they do not bid while on duty.

BILL #25-002

ORDINANCE # _____

BY: MRS. MEIER

Authorizing the Safety Service Director to accept and appropriate a donation from the Gorman Family Foundation in the amount of Twenty Thousand and 00/100 Dollars (\$20,000.00) to be used for the Mansfield Police Department Drone Program, and declaring an emergency.

**BE IT ORDAINED BY THE COUNCIL OF THE
CITY OF MANSFIELD, STATE OF OHIO:**

SECTION 1. That the Safety Service Director be, and is hereby, authorized to accept a donation from the Gorman Family Foundation in the amount of Twenty Thousand and 00/100 Dollars (\$20,000.00) to be used for the Mansfield Police Department Drone Program.

SECTION 2. That the sum of Twenty Thousand and 00/100 Dollars (\$20,000.00) be, and the same is hereby, appropriated from the unappropriated Grant Fund (#224) to 214.15.01 (Police. Operations) Capital Outlay Classification.

SECTION 3. That by reason of the immediate necessity to accept donations so the city can continue the Mansfield Police Department Drone Program, this measure is determined to be an emergency Ordinance for the immediate preservation of the public peace, health, safety, and welfare of the City of Mansfield and its inhabitants and providing it receives the affirmative vote of two-thirds of all members elected to Council, it shall take effect and be in force immediately upon its adoption, otherwise from and after the earliest time allowed by law, after its passage and approval by the Mayor.

Caucus	<u>7 January 2025</u>
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PASSED	<u>7 January 2025</u>

SIGNED /s/ Phillip E. Scott
President of Council

ATTEST /s/ Delaine Weiner
Clerk of Council

APPROVED /s/ Jodie Perry
Mayor

APPROVED AS TO FORM: Roeliff E. Harper
Law Director
City of Mansfield, Ohio

ORDINANCE # _____

Appointing Councilman Eleazer Akuchie to the Richland County Regional Planning Commission.

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

SECTION 2. That in order to maintain the current status of the Commission into effect at the earliest possible time, this measure is determined to be an emergency Ordinance for the immediate preservation of the public peace, health, safety, and welfare of the City of Mansfield and its inhabitants and providing it receives the affirmative vote of two-thirds of all members elected to Council, it shall take effect and be in force immediately upon its adoption, otherwise from and after the earliest time allowed by law, after its passage and approval by the Mayor.

SIGNED /s/ Phillip E. Scott
President of Council

APPROVED /s/ Jodie Perry
Mayor

APPROVED AS TO FORM: Roeliff E. Harper
Law Director
City of Mansfield, Ohio

ORDINANCE # _____

Appointing a new member to the Police Review and Community-Police Relations Commission, and declaring an emergency.

SECTION 1. That pursuant to Section 175.01 of the Mansfield Codified Ordinances, this Council does hereby appoint the following citizen to the Police Review and Community-Police Relations Commission as indicated:

SECTION 2. That in order to maintain the current status of the Commission into effect at the earliest possible time, this measure is determined to be an emergency Ordinance for the immediate preservation of the public peace, health, safety, and welfare of the City of Mansfield and its inhabitants and providing it receives the affirmative vote of two-thirds of all members elected to Council, it shall take effect and be in force immediately upon its adoption, otherwise from and after the earliest time allowed by law, after its passage and approval by the Mayor.

SIGNED /s/ Phillip E. Scott
President of Council

APPROVED /s/ Jodie Perry
Mayor

APPROVED AS TO FORM: Roeliff E. Harper
Law Director
City of Mansfield, Ohio

BY: MS. MEIER

Adopting personnel positions, pay grades and salaries for certain employees of the City of Mansfield 2025 payroll year, and declaring an emergency.

WHEREAS, the specific wages or salaries to be paid to employees holding positions designated herein shall be established in accordance with the applicable collective bargaining agreement or by Ordinance establishing salary ranges, etc. for positions excluded from collective bargaining units.

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

SECTION 1. AIRPORT DIVISION - PERSONNEL. The Airport Division, within the Public Service Department shall be composed of the following personnel who shall be compensated in accordance with the salary range, pay grade or hourly rates indicated:

<u>POSITION</u>	<u>SALARY/GRADE/HOURLY</u>
a. Manager + (Administrative) °	\$60,000 - \$80,000
b. Operations Supervisor	\$50,000 - \$70,000
c. Confidential Secretary °	\$45,000 - \$60,000
d. Motor Equipment Operator (4)	14
e. Laborer	11

SECTION 2. BUILDING MAINTENANCE DIVISION - PERSONNEL. The Building Maintenance Division within the Public Service Department shall be composed of the following personnel who shall be compensated in accordance with the salary range or pay grade indicated:

<u>POSITION</u>	<u>SALARY/GRADE/HOURLY</u>
a. Operations Supervisor	\$50,000 - \$70,000
b. Building Maintenance Aid II (2)	16
c. Laborer	11

SECTION 3. CITY COUNCIL - PERSONNEL. In accordance with Article III, Section 3.03 of the Mansfield City Charter, the following personnel are authorized in the office of the Clerk of City Council and shall be compensated as indicated:

<u>POSITION</u>	<u>SALARY</u>
a. Clerk of Council + (Elected)	\$41,500 - \$55,500
b. Assistant Clerk of Council + (Elected)	\$41,500 - \$55,500

Members of the majority political party of Council shall designate the Clerk of Council and members of the next ranking political party of Council shall designate the Assistant Clerk of Council and each of them shall serve at the pleasure of the party members by whom they were designated.

SECTION 4. CIVIL SERVICE COMMISSION - PERSONNEL. The Civil Service Commission shall be composed of the following personnel who shall be compensated in accordance with the salary range indicated:

<u>POSITION</u>	<u>SALARY</u>
a. Commissioner Civil Service (3) + (Elected)	\$3,640 - \$5,297
b. Clerk, Civil Service Commission + (Elected)	\$4,200 - \$6,540

SECTION 5. CLEARFORK RESERVOIR DIVISION - PERSONNEL. The Clearfork Reservoir Division within the Public Service Department shall be composed of the following personnel who shall be compensated in accordance with the salary range, pay grade, or hourly rates indicated:

<u>POSITION</u>	<u>SALARY/GRADE/HOURLY</u>
a. Operations Supervisor	\$50,000 - \$70,000
b. Supervisor I °	\$45,000 - \$68,000
c. Special Police/Maintenance Technician (2)	16
d. Motor Equipment Operator	14
e. Park Police Officer /Laborer (2)	11
f. Laborer (3)	11
g. Seasonal Park Police/Full-time Temporary (2)	State Minimum Wage - \$16.00 per hr.

SECTION 6. ECONOMIC DEVELOPMENT DIVISION-PERSONNEL. The following personnel are authorized for appointment in the Economic Development Division and shall be compensated in accordance with the salary range or hourly rates indicated.

<u>POSITION</u>	<u>SALARY/GRADE/HOURLY</u>
a. Economic Development Director + (Administrative)	\$70,000 - \$90,000

SECTION 7. ENGINEERING DIVISION – PERSONNEL. The Engineering Division within the Public Service Department shall be composed of the following personnel who shall be compensated in accordance with the salary range, pay grade, or hourly rates indicated:

<u>POSITION</u>	<u>SALARY/GRADE/HOURLY</u>
a. Chief City Engineer + (Professional)	\$85,000 - \$115,000
b. Deputy City Engineer + (Professional)	\$65,000 - \$85,000
c. Utility Development Coordinator +(Administrative)°	\$65,000 - \$95,000
d. G.I.S. Specialist + (Administrative) °	\$55,000 - \$75,000
e. Senior Project Planner + (Administrative) °	\$55,000 - \$75,000
f. Project Planner (3) + (Administrative) °	\$45,000 - \$65,000
g. G.I.S. Technician + (Administrative) °	\$45,000 - \$65,000
h. Administrative Assistant °	\$40,000 - \$55,000 \$60,000
i. Confidential Secretary°	\$45,000 - \$60,000

SECTION 8. FINANCE DIRECTOR – PERSONNEL. The Finance Director is authorized to appoint the following personnel who shall be compensated in accordance with a salary range, pay grade, or hourly rates indicated:

<u>POSITION</u>	<u>SALARY/GRADE/HOURLY</u>
a. Assistant Finance Director + (Elected) °	\$62,400 - \$87,360
b. Office Manager + (Elected) °	\$37,440 - \$54,080
FINANCE DIVISION:	
a. Budget Manager + (Elected) °	\$54,080 - \$76,960

b. Payroll Specialist + (Elected) °	\$49,920 - \$62,400
c. Payroll Clerk	15
d. Accounts Payable Specialist + (Elected) °	\$45,760 - \$60,320
e. Finance Clerk	13
f. Treasury Manager + (Elected) °	\$54,080 - \$76,960
g. Accounts Receivable Specialist + (Elected) °	\$45,760 - \$60,320
h. Audit Manager + (Elected) °	\$54,080 - \$76,960
i. Internal Auditor + (Elected)°	\$45,760 - \$60,320
j. Inventory Control Officer + (Elected) °	\$41,600 - \$58,240
k. Senior Account Clerk	14
INCOME TAX DIVISION:	
a. Income Tax Director + (Elected) °	\$62,400 - \$83,200
b. Tax Compliance Officer + (Elected)°	\$41,600 - \$58, 240
c. Income Tax Enforcement Officer + (Elected) °	\$41,600 - \$58,240
d. Finance Clerk (6)	13
e. Finance/Income Tax Court Coordinator	15
f. Field Tax Clerk	14

SECTION 9. FIRE DIVISION CIVILIAN - PERSONNEL. The following civilian personnel authorized for appointment in the Fire Division in the Public Safety Department shall be compensated in accordance with the salary range, pay grade, or hourly rates indicated:

<u>POSITION</u>	<u>SALARY/GRADE/HOURLY</u>
a. Administrative Assistant (2)	\$40,000 - \$55,000 \$60,000
b. Automotive Mechanic (2)	15

SECTION 10. FIRE DIVISION SAFETY - PERSONNEL. The following safety personnel authorized for appointment in the Fire Division in the Public Safety Department shall be compensated in accordance with the salary range indicated:

<u>POSITION</u>	<u>SALARY/GRADE/HOURLY</u>
a. Chief of Fire + (Executive)	\$95,000 - \$112,500
b. Assistant Chief of Fire (4)	\$85,000 - \$105,000
c. Captain (9)	C
d. Lieutenant (11)	L
e. Firefighter (81)	FF (P-5)

SECTION 11. HUMAN RESOURCES DIVISION - PERSONNEL. The following personnel are authorized for appointment in the Human Resources Division and shall be compensated in accordance with the salary range, pay grade or hourly rates indicated:

<u>POSITION</u>	<u>SALARY/GRADE/HOURLY</u>
a. Director + (Executive)	\$75,000 - \$95,000
b. Human Resources Specialist (2) + (Administrative)	\$45,000 - \$60,000
c. Risk Manager/Procurement Officer+	\$50,000 - \$65,000

SECTION 12. INFORMATION TECHNOLOGY (IT) DIVISION – PERSONNEL. The Information Technology Division within the Public Service Department shall be composed of the following personnel who shall be compensated in accordance with the salary range or pay grade indicated:

<u>POSITION</u>	<u>SALARY/GRADE/HOURLY</u>
a. Chief Technology Officer+ (Administrative)	\$65,000 - \$85,000
b. Computer Technician (4)	16
c. Administrative Assistant	\$40,000 - \$55,000 \$60,000

SECTION 13. LAW DIRECTOR PERSONNEL. The Law Director is authorized to appoint the following office personnel who shall be compensated in accordance with the salary range or hourly rates indicated:

<u>POSITION</u>	<u>SALARY/GRADE/HOURLY</u>
a. Deputy Law Director	\$60,000 - \$84,000
b. First Assistant Law Director + (Professional)	\$55,000 - \$84,000
c. Assistant Law Director (4) + (Professional)	\$38,000 - \$74,000
d. Assistant Law Director (Part-Time) (1) + (Professional)	\$28,500 - \$57,000
e. Executive Assistant (2) + (Administrative)	\$31,200 - \$67,000
f. Case Coordinator (2) + (Elected) °	\$18,750 - \$53,000
g. Victim of Crime Advocate (2) + (Administrative) °	(Per Grant)
h. Paralegal	State Minimum Wage - \$12.00 per hr.
i. Investigator + (Elected) °	\$20,987- \$28,080

SECTION 14. MAYOR – PERSONNEL. The Mayor is authorized to appoint the following personnel who shall be compensated in accordance with the salary range or hourly rates indicated:

<u>POSITION</u>	<u>SALARY/GRADE/HOURLY</u>
a. Mayor’s Executive Assistant +(Elected)	\$50,000 - \$69,000

SECTION 15. METRICH ENFORCEMENT UNIT – PERSONNEL. The Metrich Enforcement Unit within the Public Safety Department shall be composed of the following personnel who shall be compensated as set forth in the grant.

<u>POSITION</u>	<u>SALARY/GRADE/HOURLY</u>
a. Youth Coordinator (2)	(Per Grant)
b. Secretary (2)	(Per Grant)
c. Full-time Temporary *	(Per Grant)
d. Intermittent *	(Per Grant)

The Metrich Enforcement Unit Program is funded through the Governor’s Office of Criminal Justice Services.

The funding for these positions shall cease at the conclusion of the contract (grant).

* The number of positions in a classification will vary from time to time dependent on grant funds available.

SECTION 16. MUNICIPAL COURT – PERSONNEL. Upon adoption by the Municipal Court of those provisions of this Section relating to personnel whose salaries are established by the Court, the Municipal Court, in addition to the Judges thereof, shall be composed of the following personnel who shall be compensated in accordance with the salary range or hourly rates indicated:

<u>POSITION</u>	<u>SALARY/GRADE/HOURLY</u>
a. Court Systems Coordinator + (Elected)	(Established by Judges)
b. Court Administrator + (Elected)	(Established by Judges)
c. Deputy Court Administrator + (Elected)	(Established by Judges)
d. Chief Probation Officer (Administrative)	\$42,000 - \$80,000
e. Special Projects Coordinator + °	\$33,000 - \$48,500
f. Probation Officer (12) °	\$40,000 - \$67,500
g. Assignment Commissioner (2)+	\$20,000 - \$62,000
h. Court Security Officer (Part-Time) (7) +	\$15.00 - \$23.00 per hr.
i. Confidential Secretary (6) + (Elected) °	\$35,000 - \$62,000
j. Magistrate (2) + (Elected)	(Established by Judges)
k. Bailiff (9) + (Elected)°	(Established by Judges)

SECTION 17. MUNICIPAL COURT CLERK – PERSONNEL. Upon adoption of the provisions of this Section by the Clerk of the Municipal Court, the office of the Municipal Court Clerk shall be composed of the following personnel:

<u>POSITION</u>	<u>SALARY/GRADE/HOURLY</u>
a. Chief Deputy	(Established by Clerk)
b. Senior Deputy Clerk (2)	(Established by Clerk)
c. Deputy Clerk (Full-time) (13)	(Established by Clerk)
d. Deputy Clerk (Part-time) (6)	(Established by Clerk)

SECTION 18. PARKS AND RECREATION DIVISION – PERSONNEL. The Parks and Recreation Division within the Public Service Department shall be composed of the following personnel who shall be compensated in accordance with the salary range, pay grade, or hourly rates indicated:

<u>POSITION</u>	<u>SALARY/GRADE/HOURLY</u>
a. Superintendent + (Administrative)	\$60,000 - \$80,000
b. Administrative Assistant °	\$40,000 - \$55,000 \$60,000
c. Carpenter/Building Maintenance Aide	16
d. Maintenance Technician	16
e. Park Equipment Operator (4)	11
f. Recreation Coordinator II	\$38,000 - \$55,000
g. Park Police Officer/Laborer	11

SECTION 19. PERMITTING AND DEVELOPMENT DIVISION – PERSONNEL. The Permitting and Development Division within the Public Service Department shall be composed of the following personnel who shall be compensated in accordance with the pay grade, salary range, or hourly rates indicated:

<u>POSITION</u>	<u>SALARY/GRADE/HOURLY</u>
a. Permitting and Development Director + (Administrative)	\$60,000 - \$80,000
b. Permitting and Development Official	\$52,000 - \$72,000

c. Administrative Assistant °	\$40,000 - \$55,000 \$60,000
d. Housing Specialist °	\$52,000 - \$72,000
DEVELOPMENT SECTION:	
a. Finance Officer	16
b. Rehabilitation Officer (2)	16
PERMITTING SECTION:	
a. Chief Building Official + (Professional)	\$65,000 - \$90,000
b. Demolition Coordinator/ Residential Inspector (licensed)	\$45,000 - \$65,000
c. Electrical Safety Inspector °	\$45,000 - \$65,000
d. Building Official (licensed)	\$52,000 - \$72,000
e. Housing Inspector (4)	13
f. Senior Account Clerk (licensed)	14
g. Account Clerk (2)	12

SECTION 20. POLICE DIVISION – CIVILIAN PERSONNEL. The following civilian personnel are authorized for appointment in the Police Division in the Public Safety Department and shall be compensated in accordance with the salary range, pay grade, or hourly rates indicated:

<u>POSITION</u>	<u>SALARY/GRADE/HOURLY</u>
<u>General Division</u>	
a. Confidential Secretary (3) °	\$45,000 - \$60,000
b. Crime Analyst	\$45,000 - \$60,000
c. Automotive Mechanic	15
d. Police Aide (3)	11
e. Parking Control Officer (2)	11
f. Laborer (2)	11
g. Secretary I	9
h. Clerk Typist	8
<u>Forensic Division</u>	
a. Forensic Scientist	\$75,000 - \$105,000
b. DNA Analyst	(Per Grant)
c. Operations Supervisor – Crime Lab	\$50,000 - \$70,000
d. DNA Laboratory Technician	(Per Grant)
e. Forensic Investigator	\$45,000 - \$65,000
f. Evidence Technician (3)	16
<u>Communications Division</u>	
a. Principal Operations Supervisor + (Administrative) *This position shall also supervise the IT Division during any time period the position of Chief Technology Officer is vacant.	\$60,000 - \$85,000
b. Supervisor I – Communications (3)°	\$45,000 - \$68,000
c. Public Safety Dispatcher (21)	16
<u>Records Division</u>	
a. Operations Supervisor	\$50,000 - \$70,000
b. Supervisor I – Records	\$45,000 - \$68,000
c. Police Records Clerk (10)	12

d. Transcriber Clerk (3)	13
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SECTION 21. POLICE DIVISION – SAFETY PERSONNEL. The following safety personnel are authorized for appointment in the Police Division in the Public Safety Department and shall be compensated in accordance with the salary range indicated:

<u>POSITION</u>	<u>SALARY/GRADE/HOURLY</u>
a. Chief of Police + (Executive)	\$95,000 - \$115,000
b. Assistant Chief of Police + (Administrative)	\$90,000 - \$110,000
c. Captain (2)	C
d. Lieutenant (7)	L
e. Sergeant (13)	S
f. Patrol Officer (78)	P.O. – (P-2)

SECTION 22. PUBLIC SAFETY-SERVICE DEPARTMENT – PERSONNEL. The following personnel are authorized for appointment in the Public Safety-Service Department and shall be compensated in accordance with the salary range, or hourly rate indicated:

<u>POSITION</u>	<u>SALARY/GRADE/HOURLY</u>
a. Safety-Service Director + (Executive)	\$85,000 - \$115,000
b. Administrative Assistant °	\$40,000 - \$55,000 \$60,000

SECTION 23. PUBLIC WORKS DEPARTMENT-PERSONNEL. The following personnel are authorized for appointment in the Public Works Department and shall be compensated in accordance with the salary range or hourly rates indicate.

<u>POSITION</u>	<u>SALARY/GRADE/HOURLY</u>
a. Public Works Director + (Executive)	\$85,000 - \$115,000

SECTION 24. SERVICE COMPLEX DIVISION – PERSONNEL. The Service Complex Division within the Public Service Department shall be composed of the following personnel who shall be compensated in accordance with the salary range or pay grade indicated:

<u>POSITION</u>	<u>SALARY/GRADE/HOURLY</u>
a. Principal Operations Supervisor	\$60,000 - \$85,000
b. Secretary III (2)	13
c. Storekeeper	14
d. Utility Maintenance Dispatcher (3)	12
e. Confidential Secretary °	\$45,000 - \$60,000

SECTION 25. SEWER REPAIR DIVISION – PERSONNEL. The Sewer Repair Division, a subdivision of the Service Complex Division, within the Public Service Department shall be composed of the following personnel who shall be compensated in accordance with the salary range or pay grade indicated:

<u>POSITION</u>	<u>SALARY/GRADE/HOURLY</u>
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a. Supervisor I °	\$45,000 - \$68,000
b. Foreman (2)°	\$42,000 - \$62,000
c. Sewer Camera Operator (2)	14
d. Repair Worker	13
e. Motor Equipment Operator (12)	14
f. Mason (3)	14
g. Laborer (7)	11

SECTION 26. STREET DIVISION – PERSONNEL. The Street Division, a subdivision of the Service Complex Division within the Public Service Department, shall be composed of the following personnel who shall be compensated in accordance with the salary range or pay grade indicated:

<u>POSITION</u>	<u>SALARY/GRADE/HOURLY</u>
a. Supervisor I °	\$45,000 - \$68,000
b. Foreman (2) °	\$42,000 - \$62,000
c. Motor Equipment Operator (12)	14
d. Senior Traffic Technician	16
e. Traffic Technician (2)	14
f. Laborer (8)	11

SECTION 27. UTILITY COLLECTIONS DIVISION – PERSONNEL. The Utility Collections Division within the Public Service Department shall be composed of the following personnel who shall be compensated in accordance with the salary range, pay grade, or hourly rates indicated:

<u>POSITION</u>	<u>SALARY/GRADE/HOURLY</u>
OFFICE SECTION:	
a. Principal Operations Supervisor + (Administrative)	\$60,000 - \$85,000
b. Supervisor I	\$45,000 - \$68,000
c. Supervisor I / Collections Specialist °	\$45,000 - \$68,000
d. Data Analyst °	\$40,000 - \$55,000
e. Account Clerks (11)	12
FIELD SECTION:	
a. Foreman	\$42,000 - \$62,000
b. Installer (4)	12
c. Meter Reader	10

SECTION 28. VEHICLE REPAIR AND MAINTENANCE DIVISION – PERSONNEL. The Vehicle Repair and Maintenance Division, a subdivision of the Service Complex Division within the Public Service Department, shall be composed of the following personnel who shall be compensated in accordance with the salary range or pay grade indicated:

<u>POSITION</u>	<u>SALARY/GRADE/HOURLY</u>
a. Supervisor I °	\$45,000 - \$68,000
b. Foreman °	\$42,000 - \$62,000
c. Automotive Mechanic (6)	15
d. Body Shop Repair Worker (2)	15
e. Laborer	11

SECTION 29. WASTEWATER TREATMENT DIVISION – PERSONNEL. The Wastewater Treatment Division within the Public Service Department shall be composed of the following personnel who shall be compensated in accordance with the salary range or pay grade indicated:

<u>POSITION</u>	<u>SALARY/GRADE/HOURLY</u>
a. Manager + (Administrative)	\$85,000 - \$105,000
b. Operations Supervisor	\$50,000 - \$70,000
c. Supervisor I (Maintenance) °	\$45,000 - \$68,000
d. Environmental Compliance Supervisor I	\$45,000 - \$68,000
e. Lab Technician (2)	16
f. Computer/Electronic/Instrumentation Technician	16
g. Maintenance Technician (3)	16
h. Solids Dewatering Operator	16
i. Shift Operator I (2)	16
j. Shift Operator (5)	14
k. Sampling Aides (2)	13
l. Account Clerk	12

SECTION 30. WATER REPAIR DIVISION – PERSONNEL. The Water Repair Division, a subdivision of the Service Complex Division within the Public Service Department, shall be composed of the following personnel who shall be compensated in accordance with the salary range or pay grade indicated:

<u>POSITION</u>	<u>SALARY/GRADE/HOURLY</u>
a. Supervisor I °	\$45,000 - \$68,000
b. Foreman (2)°	\$42,000 - \$62,000
c. Repair Worker (6)	13
d. Motor Equipment Operator (12)	14
e. Mason	14
f. Account Clerk	12
g. Laborer (8)	11
h. Water Valve Technician (2)	14

SECTION 31. WATER TREATMENT DIVISION – PERSONNEL. The Water Treatment Division within the Public Service Department shall be composed of the following personnel who shall be compensated in accordance with the salary range, pay grade, or hourly rates indicated:

<u>POSITION</u>	<u>SALARY/GRADE/HOURLY</u>
a. Manager + (Administrative)	\$85,000 - \$105,000
b. Operations Supervisor (Chief Operator) °	\$50,000 – \$70,000 \$55,000 - \$75,000
c. Supervisor I (2) °	\$45,000 - \$68,000
d. Laboratory Technician (2)	16
e. Maintenance Mechanic (3)	16
f. Shift Operator I (2)	16
g. Shift Operator (6)	14

SECTION 32. MISCELLANEOUS - PERSONNEL. In addition to those listed in a certain sections of this Ordinance, the following part-time and/or temporary personnel positions shall be established for use on an as needed or required basis by any of the departments and/or divisions listed in Sections 1 through 32 of this Ordinance.

<u>POSITION</u>		<u>SALARY/GRADE/HOURLY</u>
a. Transitional Trainee (as required) *		Salary commensurate with position being filled
b. Full-time temporary (24) **		State Minimum Wage - \$16.00 per hr.
c. Intermittent (15) ***		State Minimum Wage - \$16.00 per hr.
d. Interim (as required) ****		State Minimum Wage - \$16.00 per hr.
*	The purpose of this position is to provide training for a period of three (3) months of a replacement for employees retiring or resigning from non-bargaining unit positions.	
**	An employee who does not work more than 520 hours per calendar year.	
***	An employee who does not work more than 20 hours per week and/or 1040 hours per calendar year.	

SECTION 33. FLSA EXEMPT POSITIONS. Positions marked with a “+” are exempt from the minimum wage and overtime provisions of the Fair Labor Standards Act (FLSA), and as such are paid a salary. Incumbents of such positions are not entitled to receive overtime, compensatory time, call-in pay, stand-by pay, or any other type of premium pay for working more than the maximum hours in a workweek or work period. Incumbents are also not covered by the rules concerning the following compensation or benefits: Holiday pay, wage continuation, civil leave pay, disaster leave pay, examination leave pay, or shift-differential. Incumbents shall not receive a reduction in pay for absences of less than one day. Such employees shall follow the procedures for the deduction of vacation and sick leave of one day or more from the appropriate balances. “Executive” “Administrative” “Elected” “Professional” designates exemptions as provided by the FLSA. All unmarked positions are non-exempt from the minimum wage and overtime provisions of the FLSA and are eligible for all compensation and benefits listed herein unless otherwise provided by ordinance.

SECTION 34. FULL-TIME POSITIONS FILLED ON PART-TIME BASIS: Full-time positions, marked with a “0”, when vacated by means of retirement, resignation or termination, at the discretion of the appropriate appointing authority may be filled on a part-time basis. Any person filling such position on a part-time basis shall be paid on an hourly basis at a rate which falls within the salary range of the full-time position and shall not be eligible for any benefits as prescribed in the City's Personnel Benefits Ordinance, as amended from time to time [currently Ord. No. 21-217]. In no event shall the use of a part-time position increase the total number of positions authorized for division or department by this ordinance.

SECTION 35. That any existing Ordinances pertaining to personnel positions, pay grades and salaries of employees covered by this Ordinance shall be, and the same are hereby, repealed and/or replaced by this Ordinance.

SECTION 36. This Ordinance is retroactively effective to December 21, 2024 for the purposes of salary/grade/hourly pay.

SECTION 37. That by reason of the immediate necessity for adopting a comprehensive plan for personnel of the City of Mansfield which establishes the various authorized positions, pay grades, and salaries, this measure is determined to be an emergency Ordinance for the immediate preservation of the public peace, health, safety and welfare of the City of Mansfield and its inhabitants and providing it receives the affirmative vote of two-thirds of all members elected to Council, it shall take effect, and be in force

immediately upon its adoption, otherwise from and after the earliest time allowed by law, after its passage and approval by the Mayor.

Caucus 7 January 2025

1st Reading 7 January 2025

2nd Reading

PASSED 7 January 2025

SIGNED

/s/ Phillip Scott

President of Council

ATTEST /s/ Delaine Weiner

Clerk of Council

APPROVED

/s/ Jodie Perry

Mayor

APPROVED AS TO FORM:

Roeliff E. Harper
Law Director
City of Mansfield, Ohio