

CITY OF FRANKLIN, OHIO  
RESOLUTION 2020-67

**ESTABLISHING THE ORGANIZATIONAL LISTINGS AND PAY RATES FOR THE CITY OF  
FRANKLIN OFFICIALS AND EMPLOYEES FOR THE YEAR 2020**

WHEREAS, section 3.03 of the City of Franklin Charter grants this Council the power to fix the number of employees in the various offices, departments, divisions, bureaus, boards and commissions of the City and to fix the rate of their compensation;

WHEREAS, this Council, by Resolution 2020-66, passed on December 21, 2020, has established a list of position titles and the number of authorized positions to be filled under each title for the year 2021; and

WHEREAS, this Council finds it necessary to establish the salaries and pay rates for said positions,

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Franklin, Ohio, a majority of members present concurring, that:

Section 1. The compensation hereafter provided in Exhibit A shall apply to the listed positions for and during the year 2021.

Section 2. Effective with the first pay period of 2021, each non-union employee shall pay fifteen percent (15%) of the premium for health and dental insurance. Life insurance in an amount equal to one-year's base salary and double indemnity for accidental death will also be provided to each employee at the City's sole expense.

Section 3. The City Manager is authorized to issue regulations for the administration of the organizational listings and pay rates set forth in this Resolution.

Section 4. The salary or hourly wage of each employee shall be reviewed annually by his or her department head for the purpose of determining whether the employee is entitled to a step increase. All of the employee's personnel records, performance and length of service shall be considered in making recommendations, with major emphasis placed on the evaluation of services rendered. On the recommendation of the department head, the City Manager may advance an employee at the time of such review until the maximum step has been reached.

Section 5. The City Manager may hire a new employee at an advanced step in the event such new employee has a considerable amount of experience, training and/or education and the City would be best served by authorizing such an advanced step.

Section 6. The City will pay to the employee pension fund all full-time employees' pension costs, in accordance with and in the amounts set forth in Section 143.14 of the Codified Ordinances of the City of Franklin or as set forth in the collective bargaining agreement applicable to the employee.

Section 7. **The** full-time, non-union employees of the Police Division shall receive a uniform allowance of \$900 per year. This amount will be paid in two (2) equal payments of \$450.00 each. The payments will be made on or before the 10<sup>th</sup> day of February and on or before the 10<sup>th</sup> day of August, and shall be issued by separate checks.

Section 8. The full-time, non-union employees of the Fire & EMS Division shall receive a uniform allowance of \$400 per year. This amount will be paid on or before the 10<sup>th</sup> day of February and will be issued by separate check.

Section 9. The full-time, non-union employees of the Public Works Department shall receive annual incentive bonuses as follows:

EPA Lab Certification	\$800.00
Water & Sewer Distribution License	\$200.00
Water I Certificate	\$400.00
Water II Certificate	\$600.00
Water III Certificate	\$800.00

Section 10. The following monthly car allowances will be paid to the listed employees who drive their private vehicles on City-related business:

City Manager	(provided with City vehicle)
Fire & EMS Chief	\$400
Police Chief	(provided with City vehicle)
City Engineer/Zoning Official	\$200

Section 11. The City Manager is hereby authorized to issue, by Administrative Directive, a Smart Phone Policy, establishing regulations and eligibility for a monthly cell phone allowance to employees, not to exceed thirty-five dollars (\$35.00) per month, and a monthly data plan allowance to employees, not to exceed twenty-five dollars (\$25.00) per month.

Section 12. An employee who serves in the position of “Acting Director” of one of the City’s four Departments (Finance, Law, Safety or Public Works) for a period of thirty (30) days or more shall be paid at Step 1 of the Director’s then current salary for the time period in which the employee serves as the Acting Director of the Department.

Section 13. Volunteer Firefighter-Standby personnel working a scheduled shift as determined by the Fire Chief, shall receive double time payment for actual hours worked at a minimum, for the following holidays: Independence Day; Thanksgiving Day; Christmas Eve; Christmas Day and a 24 hour period beginning on New Year’s Eve at 6 p.m. and ending on New Year’s Day at 6 p.m.

Section 14. It is found that all formal actions of this Council concerning and relating to the adoption of this Resolution were adopted in an open meeting of this council, and that all deliberations of this Council that resulted in this formal action were in meetings open to the public in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code, and the Rules of Council.

Section 15. The changes set forth in this Resolution shall become effective on January 1, 2021.

ADOPTED: December 21, 2020

ATTEST: Khristi Dunn  
Khristi Dunn, Clerk of Council

APPROVED: Brent W. Centers  
Brent Centers, Mayor

CERTIFICATE

I, the undersigned Clerk of Council for the Franklin City Council, do hereby certify that the foregoing is a true and correct copy of Resolution 2020-67 passed by that body on December 21, 2020

Khristi Dunn  
Khristi Dunn, Clerk of Council

Resolution 2020-67

Exhibit A

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9
<b>Council</b>									
Mayor	\$8,500								
Council Member	\$8,000								
Clerk of Council	\$55,000	\$56,650	\$58,356	\$60,113					
Acting Clerk	\$100 (per meeting)								
<b>Administration</b>									
City Manager	\$105,000	-	\$120,000 (per employment contract)						
Admin. Asst. to City Manager	\$58,350	\$59,516	\$60,706	\$61,920	\$63,158	\$64,421	\$65,709	\$67,023	
Secretary to City Manager	\$37,196	\$37,940	\$38,699	\$39,473	\$40,262	\$41,067	\$41,889	\$42,727	
Secretary to City Manager, P/T	\$16.74	\$17.63	\$18.54	\$20.47	\$21.08				
<b>Finance Department</b>									
Finance Director	\$77,807	\$81,309	\$84,969	\$88,793	\$92,789	\$96,965			
Asst to Finance Director, P/T	\$16.26	\$17.12	\$18.00	\$18.54					
<b>Finance Division</b>									
Secretary to Finance Director	\$47,663	\$49,093	\$50,565	\$52,082	\$53,644	\$55,253	\$56,911	\$67,531	
Utility/Income Tax Clerk*		\$19.88	\$21.11	\$22.25					
<b>Income Tax Division</b>									
Income Tax Administrator	\$52,123	\$53,687	\$54,813	\$55,938	\$57,063	\$58,301	\$59,539	\$60,777	\$61,985
Income Tax Clerk* (per hour)		\$19.88	\$21.11	\$22.25					
Income Tax Clerk, part-time (per hr)	\$16.75	\$17.64	\$18.55	\$20.48					
Income Tax Clerk, seasonal (per hr)	\$16.26	\$16.75	\$17.25	\$17.77					
<b>Utility Billing Division</b>									
Utility Billing Administrator	\$52,123	\$53,687	\$54,813	\$55,938	\$57,063	\$58,301	\$59,539	\$60,777	\$61,985
Utility Clerk* (per hour)		\$19.88	\$21.11	\$22.25					
Utility Clerk, part-time (per hour)	\$16.75	\$17.64	\$18.55	\$20.48					
<b>Law Department</b>									
Law Director									(per employment contract)
Prosecutor, part-time	\$30,106								(per employment contract)

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Exhibit A

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9
<b>Public Works Department</b>									
Public Works Director	\$85,298	\$87,857	\$90,493	\$93,208	\$96,004				
Secretary to PW Director	\$36,726	\$37,827	\$39,806	\$41,902	\$43,997				
City Engineer/Zoning Official	\$80,214	\$82,695	\$85,254	\$90,125	\$92,561				
Custodian* (per hour)		\$16.26	\$17.22	\$18.20					
Seasonal Labor (per hour)	\$11.51	\$12.08	\$12.73	\$13.40					
<b>Parks Division</b>									
Parks Superintendent	(filled by Public Works Director)								
Lead Park Worker* (per hour)	\$23.25	\$24.71	\$25.92	\$27.15					
Park Worker* (per hour)	\$22.46	\$23.90	\$25.11	\$26.31					
Pool Manager		\$5,665	\$5,950	\$8,250					
	\$8.75	(for additional hours of work for swim lessons, pool parties, etc.)							
Assistant Pool Manager		\$4,250	\$4,750	\$6,250					
	\$8.75	(for additional hours of work for swim lessons, pool parties, etc.)							
Concession Manager (per hour)	\$8.25								
Head Lifeguard (per hour)	\$8.25								
Lifeguards (per hour)	\$7.25	\$7.50	\$7.75	\$8.00					
(hourly rate for pool parties)	\$8.00								
Pool Personnel (per hour)	\$7.25								
(hourly rate for opening/closing)	\$8.00								
<b>Stormwater Division</b>									
Stormwater Superintendent	(filled by Public Works Director)								
Utility Person I* (per hour)		\$23.55	\$25.01	\$26.31					
Utility Person II* (per hour)		\$26.58	\$27.29	\$27.79					
Utility Person III* (per hour)		\$27.92	\$28.68	\$29.21					
<b>Street Division</b>									
Street Superintendent		\$66,696	\$70,202	\$73,881					
Utility Person I* (per hour)		\$23.55	\$25.01	\$26.31					
Utility Person II* (per hour)		\$26.58	\$27.29	\$27.79					
Utility Person III* (per hour)		\$27.92	\$28.68	\$29.21					

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Exhibit A

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9
<b>Public Works Department</b>									
<b>Water Division &amp; Sewer Division</b>									
Water & Sewer Superintendent		\$66,696	\$70,202	\$73,881					
Utility Person I* (per hour)		\$23.55	\$25.01	\$26.31					
Utility Person II* (per hour)		\$26.58	\$27.29	\$27.79					
Utility Person III* (per hour)		\$27.92	\$28.68	\$29.21					
<b>Water Treatment Division</b>									
Water Treatment Superintendent		\$66,696	\$70,202	\$73,881					
<b>Safety Department</b>									
Safety Director	(filled by City Manager)								
<b>Building &amp; Zoning Division</b>									
City Engineer/Zoning Official	(see salary under Public Works)								
<b>Fire &amp; EMS Division</b>									
Chief	\$89,532	\$92,218	\$94,369	\$96,434					
Division Secretary (per hour)	\$16.76	\$17.26	\$17.76	\$18.29	\$18.82	\$19.39	\$19.97	\$20.57	\$21.19
Captain* (per hour)	\$24.82	\$25.59	\$26.38	\$26.85					
Lieutenant* (per hour)	\$20.99	\$21.64	\$22.31	\$23.00	\$23.71	\$24.44			
Firefighter-Paramedic* (per hour)	\$18.45	\$18.73	\$19.01	\$19.29	\$19.58	\$19.88	\$20.17	\$20.48	
Firefighter-EMT* (per hour)	\$16.41	\$16.66	\$16.91	\$17.16	\$17.42	\$17.68	\$17.95	\$18.22	
Volunteers: (per hour)									
Firefighter	\$10.26	\$10.57	\$10.89	\$11.21	\$11.55	\$11.90	\$12.25	\$12.62	\$13.00
EMT	\$10.77	\$11.10	\$11.44	\$11.78	\$12.13	\$12.50	\$12.88	\$13.27	\$13.67
Paramedic	\$12.35	\$12.72	\$13.10	\$13.49	\$13.89	\$14.31	\$14.74	\$15.18	\$15.64
Firefighter/Paramedic	\$16.27	\$16.76	\$17.26	\$17.78	\$18.31	\$18.86	\$19.43	\$20.01	\$20.61
Firefighter/EMT	\$13.24	\$13.63	\$14.04	\$14.46	\$14.89	\$15.34	\$15.80	\$16.27	\$16.76
Second Lieutenant	(additional stipend per hour)			\$0.25	\$0.50	\$0.75	\$1.00	\$1.25	\$1.50
Fire Inspector (per hour)	\$13.64	\$14.05	\$14.47	\$14.90	\$15.35	\$15.81	\$16.28	\$16.77	\$17.26

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Exhibit A

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9
<b>Safety Department, cont.</b>									
<b>Police Division</b>									
Chief	\$91,140	\$93,959	\$96,864	\$99,806					
Captain	\$85,761	\$87,512	\$89,297	\$91,120					
Lieutenant <sup>(d)</sup> (per hour) <b>PROBATION</b>	33.55								
Lieutenant <sup>(d)</sup> (per hour)	\$35.32	\$40.14							
Lieutenant* <sup>(e)</sup> (per hour)	37.25	\$38.33	\$40.14						
Sergeant* <sup>(d)</sup> (per hour) <b>PROBATION</b>	31.44								
Sergeant* <sup>(d)</sup> (per hour)	\$33.09	\$36.16							
Sergeant* <sup>(e)</sup> (per hour)	33.56	\$34.53	\$36.16						
Patrol Officer* <sup>(b)</sup> (per hour) <b>PROBATION</b>	\$22.70								
Patrol Officer* <sup>(b)</sup> (per hour)	\$24.06	\$25.50	\$26.98	\$28.38	\$32.58				
Patrol Officer* <sup>(c)</sup> (per hour) <b>PROBATION</b>	\$23.97								
Patrol Officer* <sup>(c)</sup> (per hour)	\$25.17	\$26.43	\$27.75	\$29.14	\$30.59	\$32.58			
Dispatcher* <sup>(b)</sup> (per hour) <b>PROBATION</b>	\$20.96								
Dispatcher* <sup>(b)</sup> (per hour)	\$22.02	\$23.13	\$26.52						
Dispatcher* <sup>(c)</sup> (per hour) <b>PROBATION</b>	\$22.52								
Dispatcher* <sup>(c)</sup> (per hour)	\$23.42	\$24.36	\$25.33	26.52					
Reserve Officer (per hour)	\$12.85	\$13.23							
Reserve Dispatcher (per hour)	\$12.85								
<b>Municipal Court</b>									
Judge <sup>(a)</sup>	\$22,200								
Magistrate	\$87,550	\$90,177	\$92,882	\$95,668	\$98,538				
Chief Bailiff <sup>(a)</sup>				\$27,823					
Deputy Bailiff	\$2,678	\$2,816	\$2,967	\$3,275					
Security Officer (per hour)	\$19.10								
Clerk of Courts <sup>(a)</sup>	\$34,870	\$35,567	\$36,278	\$37,004	\$37,745	\$38,500	\$39,270		
Chief Deputy Clerk	\$49,723	\$50,717	\$51,428	\$52,766	\$53,821	\$54,895			
Deputy Clerk	\$38,662	\$40,701	\$42,848	\$45,977	\$47,356				
Deputy Clerk P/T (per hour)	\$15.00								
Chief Probation Officer	\$58,119	\$59,281	\$60,467	\$61,676	\$62,910	\$64,168	\$65,451		
Probation Officer II	\$49,151	\$50,134	\$51,137	\$52,160	\$53,203	\$54,268	\$55,353		
Probation Officer I	\$42,372	\$43,220	\$44,084	\$44,967	\$45,865	\$46,782	\$47,719		
<b>Boards &amp; Commissions</b>									
Planning Comm. Secretary	\$75.00 (per meeting)								

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Exhibit A

Civil Service Secretary

\$125.00 (per month; max. \$1500 per yr) \$65.00 (per test, per 15 applicants) \$5.00 (per addtl applicant)

**All wages are shown as annual salaries, unless otherwise noted.**

<sup>(a)</sup> Figure represents 3/5ths of total comp.; remaining portion paid directly to employee by Warren County Auditor's Office, as required by the ORC.

<sup>(b)</sup> Hired on or before January 1, 2018

\*Indicates Union Position

<sup>(c)</sup> Hired after January 1, 2018

<sup>(d)</sup> Promoted on or before January 1, 2018

<sup>(e)</sup> Promoted after January 1, 2018