

## CITY OF FRANKLIN, OHIO

## RESOLUTION 2021-72

**ESTABLISHING THE ORGANIZATIONAL LISTINGS AND PAY RATES FOR THE CITY OF FRANKLIN OFFICIALS AND EMPLOYEES FOR THE YEAR 2022.**

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 2021-71, passed on December 6, 2021, has established a list of position titles and the number of authorized positions to be filled under each title for the year 2022; 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 2022.

Section 2. Effective with the first pay period of 2022, 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 10th day of February and on or before the 10th 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 10th 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	\$200 (until provided with City vehicle)
Police Chief	(provided with City vehicle)
City Engineer	\$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, 2022.

ADOPTED: December 6, 2021

ATTEST: Khristi Dunn  
Khristi Dunn, Clerk of Council

APPROVED: Brent 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 a resolution passed by that body on December 6, 2021

Khristi Dunn  
Khristi Dunn, Clerk of Council

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Exhibit A

Step 1      Step 2      Step 3      Step 4      Step 5      Step 6      Step 7      Step 8      Step 9

**Council**

Mayor	\$8,500								
Council Member	\$8,000								
Clerk of Council	\$57,784	\$59,518	\$61,310	\$63,155					
Acting Clerk	\$100 (per meeting)								

**Administration**

City Manager	\$115,000 (per employment contract)								
Admin. Asst. to City Manager	\$61,304	\$62,530	\$63,781	\$65,057	\$66,358	\$67,685	\$69,039	\$70,420	
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	\$17.59	\$18.53	\$19.48	\$21.51	\$22.16				
Human Resources Specialist	\$51,168	\$52,703	\$54,284	\$55,913	\$57,590	\$59,318	\$61,097	\$62,930	
Seasonal Intern (per hour)	\$12.00	\$12.36	\$12.73	\$13.11	\$13.51				

**Finance Department**

Finance Director	\$81,746	\$85,425	\$89,270	\$93,287	\$97,485	\$101,872			
Finance Clerk P/T	\$16.26	\$17.12	\$18.00	\$18.54					

**Finance Division**

Payroll Clerk		\$20.89	\$22.18	\$23.38					
Accounts Payable Clerk		\$20.89	\$22.18	\$23.38					

**Income Tax Division**

Income Tax Administrator	\$54,762	\$56,404	\$57,587	\$58,769	\$59,951	\$61,252	\$62,552	\$63,852	\$65,121
Income Tax Clerk* (per hour)		\$20.89	\$22.18	\$23.38					
Income Tax Clerk, part-time (per hr)	\$17.60	\$18.53	\$19.48	\$21.51					
Income Tax Clerk, seasonal (per hr)	\$16.26	\$16.75	\$17.25	\$17.77					

**Utility Billing Division**

Utility Billing Administrator	\$54,762	\$56,404	\$57,587	\$58,769	\$59,951	\$61,252	\$62,552	\$63,852	\$65,121
Utility Clerk* (per hour)		\$20.89	\$22.18	\$23.38					
Utility Clerk, part-time (per hour)	\$17.60	\$18.53	\$19.48	\$21.51					

**Law Department**

Law Director	(per employment contract)								
Prosecutor, part-time	\$31,630 (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	\$89,616	\$92,304	\$95,073	\$97,925	\$100,863				
Secretary to PW Director	\$38,585	\$39,743	\$41,822	\$44,024	\$46,225				
Custodian* (per hour)		\$17.08	\$18.09	\$19.12					
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)	\$24.43	\$25.96	\$27.23	\$28.52					
Park Worker* (per hour)	\$23.60	\$25.11	\$26.38	\$27.64					
Pool Manager		\$5,750	\$6,050	\$8,375					
Assistant Pool Manager		\$9.75 (for additional hours of work for swim lessons, pool parties, etc.) \$4,350	\$4,825	\$6,350					
Concession Manager (per hour)	\$9.80	\$10.00	\$10.25	\$10.50					
Head Lifeguard (per hour)	\$9.80	\$10.00	\$10.25	\$10.50					
Lifeguards (per hour)	\$8.80	\$9.00	\$9.25	\$9.50					
(hourly rate for pool parties)	\$9.00								
Pool Personnel (per hour)	\$8.80	\$9.00	\$9.25	\$9.50					
(hourly rate for opening/closing)	\$9.00								
<b>Stormwater Division</b>									
Stormwater Superintendent	(filled by Public Works Director)								
Utility Person I* (per hour)		\$24.74	\$26.28	\$27.64					
Utility Person II* (per hour)		\$27.93	\$28.67	\$29.20					
Utility Person III* (per hour)		\$29.33	\$30.13	\$30.69					
<b>Street Division</b>									
Street Superintendent		\$70,072	\$73,756	\$77,622					
Utility Person I* (per hour)		\$24.74	\$26.28	\$27.64					
Utility Person II* (per hour)		\$27.93	\$28.67	\$29.20					
Utility Person III* (per hour)		\$29.33	\$30.13	\$30.69					

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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		\$70,072	\$73,756	\$77,622					
Utility Person I* (per hour)		\$24.74	\$26.28	\$27.64					
Utility Person II* (per hour)		\$27.93	\$28.67	\$29.20					
Utility Person III* (per hour)		\$29.33	\$30.13	\$30.69					
<b>Water Treatment Division</b>									
Water Treatment Superintendent		\$70,072	\$73,756	\$77,622					
<b>Safety Department</b>									
Safety Director	(filled by City Manager)								
<b>Building &amp; Zoning Division</b>									
City Engineer	\$84,274	\$86,881	\$89,570	\$94,687	\$97,246				
Code Official* (per hour)	\$29.71	31.56	33.06						
<b>Fire &amp; EMS Division</b>									
Chief	\$94,064	\$96,886	\$99,146	\$101,315	\$104,315	\$107,315	\$110,315		
Division Secretary (per hour)	\$17.61	\$18.14	\$18.69	\$19.25	\$19.82	\$20.42	\$21.03	\$21.66	\$22.31
Captain* (per hour)	\$25.44	\$26.23	\$27.04	\$27.52					
Lieutenant* (per hour)	\$21.51	\$22.18	\$22.87	\$23.58	\$24.30	\$25.05			
Zoning Official* (per hour)	\$21.51	\$22.18	\$22.87	\$23.58	\$24.30	\$25.05			
Firefighter-Paramedic* (per hour)	\$18.91	\$19.20	\$19.49	\$19.77	\$20.07	\$20.38	\$20.67	\$20.99	
Firefighter-EMT* (per hour)	\$16.82	\$17.08	\$17.33	\$17.59	\$17.86	\$18.12	\$18.40	\$18.68	
Volunteers: (per hour)									
Firefighter	\$10.78	\$11.10	\$11.43	\$11.78	\$12.13	\$12.49	\$12.86	\$13.25	\$13.66
EMT	\$11.32	\$11.66	\$12.01	\$12.36	\$12.73	\$13.11	\$13.50	\$13.91	\$14.34
Paramedic	\$12.98	\$13.38	\$13.77	\$14.18	\$14.61	\$15.05	\$15.49	\$15.95	\$16.44
Firefighter/Paramedic	\$17.10	\$17.61	\$18.14	\$18.68	\$19.24	\$19.82	\$20.41	\$21.03	\$21.65
Firefighter/EMT	\$13.91	\$14.33	\$14.77	\$15.21	\$15.67	\$16.13	\$16.62	\$17.12	\$17.64
Second Lieutenant	(additional stipend per hour)			\$0.25	\$0.50	\$0.75	\$1.00	\$1.25	\$1.50
Fire Inspector (per hour)	\$14.33	\$14.76	\$15.19	\$15.65	\$16.13	\$16.60	\$17.11	\$17.61	\$18.14

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9
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**Safety Department, cont.**

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Exhibit A

Police Division							
Chief	\$95,754	\$98,717	\$101,769	\$104,860	\$107,860	\$110,860	\$113,860
Captain	\$90,103	\$91,943	\$93,819	\$95,735			
Lieutenant <sup>(d)</sup> (per hour) <b>PROBATION</b>	\$35.90						
Lieutenant <sup>(d)</sup> (per hour)	\$37.78	\$42.94					
Lieutenant* <sup>(e)</sup> (per hour)	\$39.49	\$40.64	\$42.94				
Sergeant* <sup>(d)</sup> (per hour) <b>PROBATION</b>	\$33.32						
Sergeant* <sup>(d)</sup> (per hour)	\$35.08	\$38.34					
Sergeant* <sup>(e)</sup> (per hour)	\$35.26	\$36.28	\$38.34				
Patrol Officer* <sup>(b)</sup> (per hour) <b>PROBATION</b>	\$23.85						
Patrol Officer* <sup>(b)</sup> (per hour)	\$25.28	\$26.79	\$28.35	\$29.82	\$34.23		
Patrol Officer* <sup>(c)</sup> (per hour) <b>PROBATION</b>	\$25.18						
Patrol Officer* <sup>(c)</sup> (per hour)	\$26.44	\$27.77	\$29.15	\$30.62	\$32.14	\$34.23	
Dispatcher* <sup>(b)</sup> (per hour) <b>PROBATION</b>	\$22.02						
Dispatcher* <sup>(b)</sup> (per hour)	\$23.13	\$24.30	\$27.86				
Dispatcher* <sup>(c)</sup> (per hour) <b>PROBATION</b>	\$23.66						
Dispatcher* <sup>(c)</sup> (per hour)	\$24.61	\$25.59	\$26.61	\$27.86			
Reserve Officer (per hour)	\$12.85	\$13.23	13.63				
Reserve Dispatcher (per hour)	\$12.85						
Property Room & Evidence Manager (per hour)	\$20.00	\$20.50					
Municipal Court							
Judge <sup>(a)</sup>	\$22,200						
Magistrate	\$91,982	\$94,742	\$97,584	\$100,512	\$103,527		
Chief Bailiff <sup>(a)</sup>				\$29,232			
Deputy Bailiff	\$2,814	\$2,959	\$3,118	\$3,441			
Security Officer (per hour)	\$20.07						
Clerk of Courts <sup>(a)</sup>	\$36,636	\$37,368	\$38,115	\$38,877	\$39,655	\$40,448	\$41,257
Chief Deputy Clerk	\$52,240	\$53,284	\$54,031	\$55,436	\$56,545	\$57,674	
Deputy Clerk	\$40,620	\$42,762	\$45,018	\$48,305	\$49,754		
Deputy Clerk P/T (per hour)	\$15.00						
Chief Probation Officer	\$61,061	\$62,283	\$63,529	\$64,800	\$66,096	\$67,418	\$68,766
Probation Officer II	\$51,640	\$52,672	\$53,726	\$54,801	\$55,896	\$57,015	\$58,155
Probation Officer I	\$44,517	\$45,408	\$46,316	\$47,244	\$48,187	\$49,150	\$50,134
Boards & Commissions							
Planning Comm. Secretary	\$75.00 (per meeting)						
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.

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Exhibit A

- (a) Figure represents 3/5ths of total comp.; remaining portion paid directly to employee by Warren County Auditor's Office, as required by the ORC.
- (b) Hired on or before January 1, 2018
- (c) Hired after January 1, 2018
- (d) Promoted on or before January 1, 2018
- (e) Promoted after January 1, 2018

\*Indicates Union Position