

CITY OF FRANKLIN, OHIO
RESOLUTION 2022-82

ESTABLISHING THE ORGANIZATIONAL LISTINGS AND PAY RATES FOR CITY OF FRANKLIN OFFICIALS AND EMPLOYEES FOR THE YEAR 2023

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 2022-81, passed on December 19, 2022, has established a list of position titles and the number of authorized positions to be filled under each title for the year 2023; 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 2023.

Section 2. Effective with the first pay period of 2023, 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 hereby 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. This Resolution shall become effective on December 18, 2022.

ADOPTED: December 19, 2022

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 19, 2022.

Khristi Dunn
Khristi Dunn, Clerk of Council

Resolution 2022-82

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	\$68,896	\$70,964	\$73,093	\$75,285	\$77,543	\$79,870	\$84,110	\$84,734		
Acting Clerk	\$100 (per meeting)									
Administration										
City Manager	\$115,000 (per employment contract)									
Assistant City Manager	91,265	94,003	\$96,823	99,727	102,719	105,801	108,975	112,245		
Admin. Asst. to City Manager	\$62,837	\$64,093	\$65,376	\$66,683	\$68,017	\$69,377	\$70,765	\$72,181		
Secretary to City Manager	\$38,126	\$38,889	\$39,666	\$40,460	\$41,269	\$42,094	\$42,936	\$43,795		
Secretary to City Manager, P/T (per hour)	\$18.03	\$18.99	\$19.97	\$22.05	\$22.71					
Human Resources Specialist	\$54,247	\$55,821	\$57,441	\$59,111	\$60,830	\$62,601	\$64,425	\$66,303		
Seasonal Intern (per hour)	Educational Credit	\$12.00	\$13.00	\$14.00	\$15.00					
Finance Department										
Finance Director	\$92,250	\$95,018	97,868	100,805	103,828	106,943	110,152	113,456		
Finance Clerk P/T (per hour)	\$16.67	\$17.55	\$18.45	\$19.00						
Finance Division										
Payroll Clerk† (per hour)		\$21.41	\$22.73	\$23.96						
Accounts Payable Clerk† (per hour)		\$21.41	\$22.73	\$23.96						
Income Tax Division										
Income Tax Administrator	\$56,131	\$57,814	\$59,027	\$60,238	\$61,450	\$62,783	\$64,116	\$65,448	\$66,749	
Income Tax Clerk*† (per hour)		\$21.41	\$22.73	\$23.96						
Income Tax Clerk, part-time (per hour)	\$18.04	\$18.99	\$19.97	\$22.05						
Income Tax Clerk, seasonal (per hour)	\$16.67	\$17.17	\$17.68	\$18.21						
Utility Billing Division										
Utility Billing Administrator	\$56,131	\$57,814	\$59,027	\$60,238	\$61,450	\$62,783	\$64,116	\$65,448	\$66,749	
Utility Clerk**† (per hour)		\$21.41	\$22.73	\$23.96						
Utility Clerk, part-time (per hour)	\$18.04	\$18.99	\$19.97	\$22.05						
Law Department										
Law Director		(per employment contract)								
Prosecutor, part-time	\$77,500	(per employment contract)								

Resolution 2022-82

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	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9
Public Works Department									
Public Works Director	\$100,000	\$103,000	\$106,090	\$109,273	\$112,551				
Assistant Public Works Director	\$95,000	\$97,850	\$100,786	\$103,809	\$106,923				
Administrative Assistant to Public Works	\$44,762	\$46,105	\$47,488	\$48,913	\$50,380				
Custodian*† (per hour)		\$17.51	\$18.54	\$19.60					
Seasonal Labor (per hour)	\$15.38								
Parks Division									
Parks Superintendent	(filled by Public Works Director)								
Lead Park Worker*† (per hour)	\$25.04	\$26.61	\$27.91	\$29.24					
Park Worker*† (per hour)	\$24.19	\$25.74	\$27.04	\$28.33					
Recreation and Events Coordinator (per hour)	\$18.45	\$18.96	\$19.48						
Pool Manager				\$10,000					
Assistant Pool Manager (per hour)	\$14.35	\$14.86	\$15.38	\$15.89					
Head Lifeguard (per hour)	\$12.30	\$12.81	\$13.33	\$13.84					
Lifeguards (per hour)	\$11.28	\$11.79	\$12.30	\$12.81					
(additional hourly rate for pool parties)	+\$0.50								
Recreation and Event Team Member(per hour)	\$9.74	\$10.25	\$10.76	\$11.28					
(additional hourly rate for opening/closing)	+\$0.50								
Stormwater Division									
Stormwater Superintendent	(filled by Public Works Director)								
Utility Person I*† (per hour)		\$25.36	\$26.93	\$28.33					
Utility Person II*† (per hour)		\$28.62	\$29.39	\$29.93					
Utility Person III*† (per hour)		\$30.07	\$30.89	\$31.46					
Street Division									
Street Superintendent		\$71,824	\$75,600	\$79,563					
Utility Person I*† (per hour)		\$25.36	\$26.93	\$28.33					
Utility Person II*† (per hour)		\$28.62	\$29.39	\$29.93					
Utility Person III*† (per hour)		\$30.07	\$30.89	\$31.46					
Water Division & Sewer Division									
Water & Sewer Lead		\$0	\$0	\$0					
Utility Person I*† (per hour)		\$25.36	\$26.93	\$28.33					
Utility Person II*† (per hour)		\$28.62	\$29.39	\$29.93					
Utility Person III*† (per hour)		\$30.07	\$30.89	\$31.46					
Water Treatment Division									
Water Treatment Superintendent		\$71,824	\$75,600	\$79,563					

Resolution 2022-82

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	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9
Safety Department									
Safety Director	(filled by City Manager)								
Administrative Assistant to Safety Dept.	\$18.03	\$18.99	\$19.97	\$22.05	\$22.71				
Building & Zoning Division									
City Engineer	\$97,054	\$99,966	\$102,965	\$106,054	\$109,235				
Zoning Official* (per hour)	(filled by City Engineer & Fire Lieutenant)								
Code Official*† (per hour)	\$30.45	32.35	33.89						
Property Maintenance	(per employment contract)								
Fire & EMS Division									
Chief	\$96,416	\$99,308	\$101,625	\$103,848	\$106,923	\$109,998	\$113,073		
Division Secretary (per hour)	\$21.53	\$21.77	\$22.02	\$22.26	\$22.55	\$22.80	\$23.04	\$23.29	\$23.54
Captain*† (per hour)	\$26.08	\$26.89	\$27.72	\$28.21					
Lieutenant*† (per hour)	\$22.05	\$22.74	\$23.44	\$24.16	\$24.91	\$25.68			
Firefighter-Paramedic*† (per hour)	\$19.38	\$19.68	\$19.97	\$20.27	\$20.57	\$20.89	\$21.19	\$21.52	
Firefighter-EMT*† (per hour)	\$17.24	\$17.50	\$17.77	\$18.03	\$18.30	\$18.58	\$18.86	\$19.14	
Volunteers: (per hour)									
Firefighter	\$14.35	\$14.60	\$14.83	\$15.09	\$15.33	\$15.60	\$15.86	\$16.12	\$16.40
EMT	\$14.71	\$14.96	\$15.20	\$15.47	\$15.72	\$15.99	\$16.25	\$16.53	\$16.81
Paramedic	\$15.38	\$15.62	\$15.87	\$16.11	\$16.37	\$16.63	\$16.88	\$17.15	\$17.43
Firefighter/Paramedic	\$18.96	\$19.40	\$19.84	\$20.31	\$20.78	\$21.26	\$21.75	\$22.26	\$22.78
Firefighter/EMT	\$16.40	\$16.65	\$16.89	\$17.14	\$17.39	\$17.65	\$17.91	\$18.17	\$18.45
Second Lieutenant	(additional stipend per hour)			\$0.50	\$0.75	\$1.00	\$1.25	\$1.50	\$1.75
Fire Inspector (per hour)	\$14.69	\$15.13	\$15.57	\$16.04	\$16.53	\$17.02	\$17.54	\$18.05	\$18.59
Police Division									
Chief	\$98,148	\$101,185	\$104,313	\$107,482	\$110,557	\$113,632	\$116,707		
Lieutenant† ^(d) (per hour) PROBATION	\$37.12								
Lieutenant† ^(d) (per hour)	\$39.08	\$44.40							
Lieutenant*† ^(e) (per hour)	\$40.65	\$41.84	\$44.40						
Sergeant*† ^(d) (per hour) PROBATION	\$34.31								
Sergeant*† ^(d) (per hour)	\$36.12	\$39.47							
Sergeant*† ^(e) (per hour)	\$36.14	\$37.19	\$39.47						
Patrol Officer*† ^(b) (per hour) PROBATION	\$24.45								
Patrol Officer*† ^(b) (per hour)	\$25.91	\$27.46	\$29.05	\$30.56	\$35.09				
Patrol Officer*† ^(c) (per hour) PROBATION	\$25.81								

Resolution 2022-82

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	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9
Patrol Officer*† ^(c) (per hour)	\$27.11	\$28.46	\$29.88	\$31.38	\$32.94	\$35.09			
Safety Department contd									
Police Division contd									
School Resource Officer (per hour)	\$23.27	\$24.43	\$25.65	\$26.94	\$28.28	\$29.70			
Dispatcher*† ^(b) (per hour) PROBATION	\$22.57								
Dispatcher*† ^(b) (per hour)	\$23.71	\$24.91	\$28.56						
Dispatcher*† ^(c) (per hour) PROBATION	\$24.25								
Dispatcher*† ^(c) (per hour)	\$25.22	\$26.23	\$27.28	\$28.56					
Reserve Officer (per hour)	\$13.17	\$13.56	\$13.97						
Reserve Dispatcher (per hour)	\$13.17								
Property Room & Evidence Manager (per hour)	\$20.50	\$21.01							
Municipal Court									
Judge ^(a)	\$22,200								
Magistrate	\$94,282	\$97,111	\$100,024	\$103,025	\$106,115				
Chief Bailiff ^(a)				\$29,963					
Deputy Bailiff (filled by Probation Officer)									
Security Officer (per hour)	\$20.57								
Clerk of Courts ^(a)	\$37,552	\$38,302	\$39,068	\$39,849	\$40,646	\$41,459	\$41,257		
Court Administrator (addtl stipend per hour)	3.08	3.59	4.10	4.61	5.13				
Chief Deputy Clerk (per hour)	25.75	26.26	26.63	27.33	27.87	28.42			
Deputy Clerk (per hour)	20.02	21.07	22.19	23.81	24.52				
Deputy Clerk P/T (per hour)	15.38								
Chief Probation Officer	\$62,588	\$63,840	\$65,117	\$66,420	\$67,748	\$69,103	\$70,485		
Probation Officer II (per hour)	25.45	25.95	26.48	27.01	27.55	28.11	28.66		
Probation Officer I (per hour)	21.95	22.39	22.83	23.29	23.75	24.22	24.71		
Boards & Commissions									
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.

^(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

*Indicates Union Position

*Indicates Union Position

†Indicates Civil Service Position

^(d) Promoted on or before January 1, 2018

^(e) Promoted after January 1, 2018