

CITY OF MIDDLEBURG HEIGHTS, OHIO

Ordinance No. 2022-**99**

Introduced By: Mayor Castelli

**AN ORDINANCE
ESTABLISHING RATES OF COMPENSATION FOR CERTAIN
MUNICIPAL EMPLOYEES AND OFFICERS
AND DECLARING AN EMERGENCY**

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF MIDDLEBURG HEIGHTS, STATE OF OHIO, AS FOLLOWS:

- Section 1: A) That effective January 1, 2023 through December 31, 2025, the compensation to be paid bi-weekly to the employees and officers listed therein shall be as shown in the attached 2023, 2024 and 2025 pay ranges schedule and made a part hereof as though fully rewritten herein, marked Exhibit A and Exhibit B.
- a) In addition to the regular compensation of the Fire Chief; the Fire Chief shall be entitled to receive \$1000.00 as and for a uniform allowance each year. Such amount shall be paid directly to the Fire Chief in two installments of one-half of such amount each, the first installment to be paid on June 1st and the second installment to be paid on December 1st of each year.
 - b) In addition to the regular compensation of the Police Chief, the Police Chief shall be entitled to receive \$1200.00 as and for a uniform allowance each year. Such amount shall be paid directly to the Police Chief in accordance with the procedure provided in paragraph (a) of this section.
 - c) In addition to the regular compensation paid to the Director of Law, the Director of Law shall receive such additional compensation as is provided for in Section 131.05 of the Codified Ordinances of the City of Middleburg Heights, Ohio. Payment of the hourly fees shall be considered part of the Directors total compensation pursuant to the duties prescribed by the Middleburg Heights Charter, and therefore, eligible for all PERS benefits.
 - d) Unless specifically authorized by Council, none of the following listed employees or officers shall be entitled to overtime compensation: Fire Chief, Police Chief, Director of Finance, Assistant Director of Finance, Director of Public Services, Director of Law, Assistant Director of Law, Director of Safety, Engineer, Clerk of Council, all full-time exempt Recreation Department employees, Superintendent of Public Service, Foreman, Executive Assistant to the Mayor, Prosecutor, Class I Building Official, Assistant Police Chief, Assistant Fire Chief (except whenever the Assistant Chief is acting as Fire Investigator, he shall be entitled to overtime at the Assistant Chief's rate of pay), Facilities Maintenance Manager, Court Administrator, Director of Economic Development, and Housing Manager.

- e) In addition to the regular compensation of the Assistant Fire Chief, the Assistant Fire Chief shall be entitled to receive \$1000.00 per year as uniform allowance. Such amount shall be paid directly to the employee pursuant to the procedure specified in paragraph (a) of Section 1 above. The Assistant Fire Chief shall also be entitled to the benefits contained in Sections 18.02 and 25.05 of the City's current agreement with the International Association of Fire Fighters, Local 2018, AFL-CIO.
- f) In addition to the regular compensation of the Deputy Chief of Police, the Deputy Chief of Police shall be entitled to receive \$1200.00 per year as uniform allowance. Such amount shall be paid directly to the employee pursuant to the procedure specified in paragraph (a) of Section 1 above.
- g) In addition to the regular compensation, the Superintendent of Public Service, the Foreman, the Facilities Maintenance Manager, the Grounds Maintenance Supervisor and the Streets/Sewer Maintenance Supervisor, shall be entitled to receive \$800.00 per year as uniform allowance. Such amount shall be paid directly to the employee on June 1st, provided that payment shall be made only to employees who are still employed in such capacity by the city on June 1st. Such uniform allowance shall be in addition to the uniforms currently provided by the City.
- h) In addition to the regular compensation of the Grounds Maintenance Supervisor and the Streets/Sewer Maintenance Supervisor, each of those employees who is recalled to work after leaving work or on a day when he or she is not scheduled to work shall be given a minimum of two (2) hours work for two (2) hours pay at his or her regular rate, providing that the time worked or paid does not abut the employee's work day.
- i) In addition to the regular compensation of those Service Department employees whose duties require an Ohio Commercial Driver License shall receive an amount equal to the amount paid to non-management employees required to have CDL's.

Section 2: That each member of any Board or Commission, mandated and as permitted by Charter or Ordinance of the City shall be entitled to receive the sum of \$50.00 for attendance at each regular meeting of the Board or Commission, not to exceed two regular meetings in any calendar month. No compensation shall be paid for a work meeting of any Board or Commission.

Section 3: Employees attending to duties outside the county shall have the option to be reimbursed without necessity of receipts in the amount of \$10.00 for breakfast; \$15.00 for lunch; \$25.00 for dinner, subject to prior approval of the department head or submit detailed receipts as provided in Section 139.11 of the Codified Ordinances of Middleburg Heights.

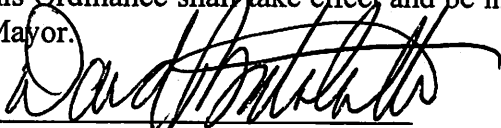
Section 4: That this Ordinance only applies to the personnel of the City of Middleburg Heights, Ohio who are employees of the City or on authorized leave as of the effective date of this Ordinance. The City of Middleburg Heights shall follow state rules and regulations as it applies to D.R.O.P. (Deferred Retirement Option Plan) for police, fire and other applicable pension systems. Employees may defer their total accumulated benefit payouts until their final separation from employment with the City of Middleburg Heights.

Section 5: It is hereby found and determined that all formal action of this Council concerning and relating to the passage of this Ordinance were adopted in an open meeting of this Council, and that all deliberations of this Council and any of its committees that resulted in such formal actions were in meetings open to the public, in compliance with all legal

requirements, including Chapter 107 of the Middleburg Heights Code and Section 121.22 of the Ohio Revised Code.

Section 6: That this Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety and welfare of the City of Middleburg Heights, Ohio. Such necessity exists by reason of the fact that in order to facilitate payment of compensation to certain employees of the City, the foregoing Ordinance is required at the earliest possible time; wherefore, this Ordinance shall take effect and be in force from and after its passage and approval by the Mayor.

Passed: 12/13/22

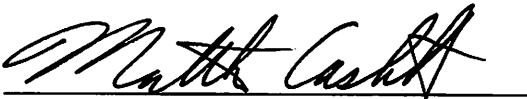

President of Council

Attest: M. Meola
Clerk of Council

Presented To Mayor: 12/14/22

Approved On: 12-14-22

	Yea	Nay
Bortolotto	<u>X</u>	_____
Ali	<u>X</u>	_____
Sage	<u>X</u>	_____
Meany	<u>X</u>	_____
McGregor	<u>X</u>	_____
Ference	<u>X</u>	_____
Grech	<u>X</u>	_____


Mayor

I, Mary Ann Meola Clerk of the Council of the City of Middleburg Hts., Ohio, hereby certify that Ord. 2022-99 adopted by the Council of the City of Middleburg Hts. on 12/13/22 was posted for a period of fifteen days, beginning 12/16/22 and remained so posted for fifteen days at the two posting places as designated by Charter.

Mary Ann Meola
Clerk

CERTIFICATE

I, Mary Ann Meola Clerk of Council of the City of Middleburg Heights, Ohio, do hereby certify that the foregoing is a true and accurate copy of Ord. 2022-99 passed on the 13th day of December 2022 by said Council.

Mary Ann Meola
Clerk of Council

CITY OF MIDDLEBURG HEIGHTS
RECOMMENDED PAY GRADE ASSIGNMENTS
EXHIBIT A

12/3/2019

	Pay Grade
Engineer	55
Law Director	50
Director of Public Safety	41
Police Chief	40
Fire Chief	40
Director of Finance	40
Director of Public Service	40
Director of Recreation	40
Deputy Chief of Police	36
Assistant Finance Director	35
Prosecutor	35
Class I Building Official	35
Assistant Fire Chief	5% above Fire Captain
Executive Assistant to the Mayor	35
Director of Economic Development	35
Facilities Maintenance Manager	33
Superintendent of Public Service	33
Human Resources Manager	32
Foreman	32
Housing Manager	30
Building Inspector	29
Electrical Inspector	29
Clerk of Council	29
Court Administrator	29
Street/Sewer Maintenance Supervisor	28
Grounds Maintenance Supervisor	28
Administrative Assistant - Mayor	28
Program Coordinator	27
Aquatics Coordinator	27
Athletics Coordinator	27
Administrative Coordinator	27
Crew Leader	26
Administrative Assistant - Fire	26
Administrative Assistant - Public Service	26
Building Maintenance Supervisor	26
Housing Inspector	25
Custodial Supervisor	25
Payroll Officer	25
Accountant	25
Legal Secretary	25
Deputy Court Administrator	24
Recreation Facilities Supervisor	24
Office Manager	23
Pool Technician	23
Front Desk Supervisor	23
Senior Services Coordinator	23
Office Specialist - Boards & Commissions	22
Office Specialist - Building	22
Office Specialist - Civil Service	22
Office Specialist - Council	22
Office Specialist - Police	22
Office Specialist - Public Service	22
Office Specialist	22
Custodial Technician	22
Bailiff	21
Clerk Dispatcher	20
Custodian	19
Assistant Program Director	19
Secretary	18
Receptionist	17
Secretary - Floater	16
Part Time Service Laborer	16
Part Time Kennel Assistants	16
Skilled Seasonal Service	12
Police Custodian	12
Senior Bus Driver	11
School Crossing Guard	10
Part Time Custodian	9
Intern	6
Summer Service	4
Recreation Department Part-time Employees	3

**CITY OF MIDDLEBURG HEIGHTS
2023 PAY GRADES EXHIBIT B
(3% Increase in 2023)**

PAY GRADE	MINIMUM	STEP 1	STEP 2	STEP 3	STEP 4	MIDPOINT	MAXIMUM
3	Min. Wage						35.68
4	11.23	11.47	11.74	12.01	12.24	12.47	13.74
5	11.77	12.05	12.34	12.61	12.88	13.09	14.42
6	12.37	12.66	12.95	13.21	13.49	13.76	15.12
7	13.00	13.30	13.58	13.86	14.18	14.44	15.90
8	13.64	13.95	14.27	14.58	14.87	15.15	16.67
9	14.31	14.67	14.99	15.32	15.61	15.94	17.49
10	15.07	15.40	15.73	16.05	16.41	16.72	18.39
11	15.47	15.89	16.28	16.72	17.14	17.54	19.65
12	16.21	16.64	17.10	17.54	18.00	18.41	20.64
13	17.01	17.47	17.94	18.41	18.89	19.33	21.67
14	17.89	18.35	18.83	19.33	19.85	20.30	22.73
15	18.76	19.25	19.80	20.30	20.84	21.32	23.85
16	19.69	20.21	20.78	21.32	21.89	22.40	25.08
17	20.69	21.25	21.83	22.40	22.97	23.53	26.33
18	20.97	21.73	22.47	23.26	23.97	24.68	28.38
19	22.02	22.78	23.62	24.44	25.13	25.94	29.81
20	23.13	23.95	24.77	25.65	26.42	27.23	31.27
21	24.28	25.12	26.02	26.86	27.69	28.58	32.87
22	25.51	26.41	27.31	28.22	29.08	29.99	34.49
23	26.79	27.72	28.68	29.62	30.48	31.51	36.20
24	28.13	29.11	30.11	31.13	32.09	33.07	38.04
25	29.55	30.52	31.63	32.66	33.60	34.74	39.95
26	31.00	32.12	33.17	34.27	35.30	36.48	41.93
27	32.56	33.67	34.86	36.01	37.05	38.29	44.03
28	34.19	35.36	36.61	37.78	38.89	40.19	46.23
29	35.86	37.13	38.42	39.69	40.89	42.21	48.55
30	37.69	39.02	40.38	41.76	42.98	44.32	50.95
31	37.24	39.10	40.97	42.83	44.69	46.55	55.87
32	39.10	41.05	43.05	44.94	46.94	48.87	58.65
33	41.05	43.11	45.18	47.19	49.29	51.30	61.58
34	43.11	45.26	47.41	49.56	51.75	53.85	64.66
35	45.26	47.51	49.81	52.05	54.32	56.55	67.88
36	47.51	49.89	52.30	54.67	57.05	59.43	71.31
37	49.89	52.40	54.91	57.37	59.90	62.34	74.83
38	52.40	55.01	57.67	60.26	62.88	65.49	78.60
39	55.01	57.76	60.51	63.25	66.02	68.76	82.50
40	57.76	60.67	63.55	66.42	69.34	72.21	86.62
41	60.67	63.71	66.74	69.74	72.82	75.81	90.96
42	63.71	66.87	70.07	73.23	76.47	79.61	95.53
43	66.87	70.23	73.56	76.89	80.27	83.59	100.30
44	70.23	73.70	77.28	80.74	84.28	87.76	105.33
45	73.70	77.43	81.13	84.76	88.50	92.14	110.60
46	77.43	81.28	85.17	89.02	92.97	96.77	116.09
47	81.28	85.34	89.46	93.47	97.57	101.59	121.91
48	85.34	89.59	93.91	98.14	102.45	106.68	128.01
49	89.59	94.08	98.62	103.04	107.56	112.01	134.39
50	94.08	98.81	103.52	108.20	112.95	117.62	141.12
51	98.81	103.72	108.71	113.62	118.63	123.50	148.16
52	103.72	108.89	114.14	119.28	124.54	129.68	155.61
53	108.89	114.34	119.86	125.26	130.75	136.17	163.39
54	114.34	120.09	125.85	131.52	137.29	142.94	171.54
55	120.09	126.10	132.14	138.08	144.15	150.10	180.14

**CITY OF MIDDLEBURG HEIGHTS
2024 PAY GRADES EXHIBIT B
(3% Increase in 2024)**

PAY GRADE	MINIMUM	STEP 1	STEP 2	STEP 3	STEP 4	MIDPOINT	MAXIMUM
3	Min. Wage						36.75
4	11.57	11.81	12.09	12.37	12.61	12.84	14.15
5	12.12	12.41	12.71	12.99	13.27	13.48	14.85
6	12.74	13.04	13.34	13.61	13.89	14.17	15.57
7	13.39	13.70	13.99	14.28	14.61	14.87	16.38
8	14.05	14.37	14.70	15.02	15.32	15.60	17.17
9	14.74	15.11	15.44	15.78	16.08	16.42	18.01
10	15.52	15.86	16.20	16.53	16.90	17.22	18.94
11	15.93	16.37	16.77	17.22	17.65	18.07	20.24
12	16.70	17.14	17.61	18.07	18.54	18.96	21.26
13	17.52	17.99	18.48	18.96	19.46	19.91	22.32
14	18.43	18.90	19.39	19.91	20.45	20.91	23.41
15	19.32	19.83	20.39	20.91	21.47	21.96	24.57
16	20.28	20.82	21.40	21.96	22.55	23.07	25.83
17	21.31	21.89	22.48	23.07	23.66	24.24	27.12
18	21.60	22.38	23.14	23.96	24.69	25.42	29.23
19	22.68	23.46	24.33	25.17	25.88	26.72	30.70
20	23.82	24.67	25.51	26.42	27.21	28.05	32.21
21	25.01	25.87	26.80	27.67	28.52	29.44	33.86
22	26.28	27.20	28.13	29.07	29.95	30.89	35.52
23	27.59	28.55	29.54	30.51	31.39	32.46	37.29
24	28.97	29.98	31.01	32.06	33.05	34.06	39.18
25	30.44	31.44	32.58	33.64	34.61	35.78	41.15
26	31.93	33.08	34.17	35.30	36.36	37.57	43.19
27	33.54	34.68	35.91	37.09	38.16	39.44	45.35
28	35.22	36.42	37.71	38.91	40.06	41.40	47.62
29	36.94	38.24	39.57	40.88	42.12	43.48	50.01
30	38.82	40.19	41.59	43.01	44.27	45.65	52.48
31	38.36	40.27	42.20	44.11	46.03	47.95	57.55
32	40.27	42.28	44.34	46.29	48.35	50.34	60.41
33	42.28	44.40	46.54	48.61	50.77	52.84	63.43
34	44.40	46.62	48.83	51.05	53.30	55.47	66.60
35	46.62	48.94	51.30	53.61	55.95	58.25	69.92
36	48.94	51.39	53.87	56.31	58.76	61.21	73.45
37	51.39	53.97	56.56	59.09	61.70	64.21	77.07
38	53.97	56.66	59.40	62.07	64.77	67.45	80.96
39	56.66	59.49	62.33	65.15	68.00	70.82	84.98
40	59.49	62.49	65.46	68.41	71.42	74.38	89.22
41	62.49	65.62	68.74	71.83	75.00	78.08	93.69
42	65.62	68.88	72.17	75.43	78.76	82.00	98.40
43	68.88	72.34	75.77	79.20	82.68	86.10	103.31
44	72.34	75.91	79.60	83.16	86.81	90.39	108.49
45	75.91	79.75	83.56	87.30	91.16	94.90	113.92
46	79.75	83.72	87.73	91.69	95.76	99.67	119.57
47	83.72	87.90	92.14	96.27	100.50	104.64	125.57
48	87.90	92.28	96.73	101.08	105.52	109.88	131.85
49	92.28	96.90	101.58	106.13	110.79	115.37	138.42
50	96.90	101.77	106.63	111.45	116.34	121.15	145.35
51	101.77	106.83	111.97	117.03	122.19	127.21	152.60
52	106.83	112.16	117.56	122.86	128.28	133.57	160.28
53	112.16	117.77	123.46	129.02	134.67	140.26	168.29
54	117.77	123.69	129.63	135.47	141.41	147.23	176.69
55	123.69	129.88	136.10	142.22	148.47	154.60	185.54

**CITY OF MIDDLEBURG HEIGHTS
2025 PAY GRADES EXHIBIT B
(3% Increase in 2025)**

PAY GRADE	MINIMUM	STEP 1	STEP 2	STEP 3	STEP 4	MIDPOINT	MAXIMUM
3	Min. Wage						37.85
4	11.92	12.16	12.45	12.74	12.99	13.23	14.57
5	12.48	12.78	13.09	13.38	13.67	13.88	15.30
6	13.12	13.43	13.74	14.02	14.31	14.60	16.04
7	13.79	14.11	14.41	14.71	15.05	15.32	16.87
8	14.47	14.80	15.14	15.47	15.78	16.07	17.69
9	15.18	15.56	15.90	16.25	16.56	16.91	18.55
10	15.99	16.34	16.69	17.03	17.41	17.74	19.51
11	16.41	16.86	17.27	17.74	18.18	18.61	20.85
12	17.20	17.65	18.14	18.61	19.10	19.53	21.90
13	18.05	18.53	19.03	19.53	20.04	20.51	22.99
14	18.98	19.47	19.97	20.51	21.06	21.54	24.11
15	19.90	20.42	21.00	21.54	22.11	22.62	25.31
16	20.89	21.44	22.04	22.62	23.23	23.76	26.60
17	21.95	22.55	23.15	23.76	24.37	24.97	27.93
18	22.25	23.05	23.83	24.68	25.43	26.18	30.11
19	23.36	24.16	25.06	25.93	26.66	27.52	31.62
20	24.53	25.41	26.28	27.21	28.03	28.89	33.18
21	25.76	26.65	27.60	28.50	29.38	30.32	34.88
22	27.07	28.02	28.97	29.94	30.85	31.82	36.59
23	28.42	29.41	30.43	31.43	32.33	33.43	38.41
24	29.84	30.88	31.94	33.02	34.04	35.08	40.36
25	31.35	32.38	33.56	34.65	35.65	36.85	42.38
26	32.89	34.07	35.20	36.36	37.45	38.70	44.49
27	34.55	35.72	36.99	38.20	39.30	40.62	46.71
28	36.28	37.51	38.84	40.08	41.26	42.64	49.05
29	38.05	39.39	40.76	42.11	43.38	44.78	51.51
30	39.98	41.40	42.84	44.30	45.60	47.02	54.05
31	39.51	41.48	43.47	45.43	47.41	49.39	59.28
32	41.48	43.55	45.67	47.68	49.80	51.85	62.22
33	43.55	45.73	47.94	50.07	52.29	54.43	65.33
34	45.73	48.02	50.29	52.58	54.90	57.13	68.60
35	48.02	50.41	52.84	55.22	57.63	60.00	72.02
36	50.41	52.93	55.49	58.00	60.52	63.05	75.65
37	52.93	55.59	58.26	60.86	63.55	66.14	79.38
38	55.59	58.36	61.18	63.93	66.71	69.47	83.39
39	58.36	61.27	64.20	67.10	70.04	72.94	87.53
40	61.27	64.36	67.42	70.46	73.56	76.61	91.90
41	64.36	67.59	70.80	73.98	77.25	80.42	96.50
42	67.59	70.95	74.34	77.69	81.12	84.46	101.35
43	70.95	74.51	78.04	81.58	85.16	88.68	106.41
44	74.51	78.19	81.99	85.65	89.41	93.10	111.74
45	78.19	82.14	86.07	89.92	93.89	97.75	117.34
46	82.14	86.23	90.36	94.44	98.63	102.66	123.16
47	86.23	90.54	94.90	99.16	103.52	107.78	129.34
48	90.54	95.05	99.63	104.11	108.69	113.18	135.81
49	95.05	99.81	104.63	109.31	114.11	118.83	142.57
50	99.81	104.82	109.83	114.79	119.83	124.78	149.71
51	104.82	110.03	115.33	120.54	125.86	131.03	157.18
52	110.03	115.52	121.09	126.55	132.13	137.58	165.09
53	115.52	121.30	127.16	132.89	138.71	144.47	173.34
54	121.30	127.40	133.52	139.53	145.65	151.65	181.99
55	127.40	133.78	140.18	146.49	152.92	159.24	191.11