

THE CITY COUNCIL OF NORTH ROYALTON, OHIO

ORDINANCE NO. 10-103

INTRODUCED BY: Gentile, Kasaris, Willey , Antoskiewicz

AN ORDINANCE AMENDING THE STAFFING AND CLASSIFICATION PLAN FOR THE VARIOUS DEPARTMENTS OF THE CITY OF NORTH ROYALTON, REPEALING ORDINANCE NO. 90-217 AND ALL ITS AMENDING ORDINANCES, AND DECLARING AN EMERGENCY

WHEREAS: Council is desirous of providing the most efficient services possible to the residents of the City of North Royalton, Ohio; and

WHEREAS: It has been determined to be necessary to amend the staffing and classification plan for the various departments of the City of North Royalton in order to cap all maximum staffing levels at their current employment levels; and

WHEREAS: Council has reviewed such amended staffing and classification plan and desires to adopt and enact such amended plan:

NOW THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF NORTH ROYALTON, COUNTY OF CUYAHOGA AND STATE OF OHIO, THAT:

Section 1. The **Building Department** may employ and be staffed by employees classified in the following classifications providing that there shall be no greater number of employees employed in any one classification than specified herein.

<u>CLASSIFICATION (Job Title)</u>	<u>MAXIMUM NO. OF EMPLOYEES</u>
1) Building Commissioner	One (1)
2) Certified Inspector	Two (2) Five (5)
3) General Inspector	Two (2)
4) Inspector (other)	Three (3)
3) 5) Inspector (part-time)	Three (3) Five (5)
4) 6) Admin. Secretary/Clerical	One (1) Two (2)
5) 7) Summer/Part time/Vacation Clerical	Two (2)
6) 8) Office Manager/Confidential Secretary	One (1)

Section 2. The **Council Office** may employ and be staffed by employees classified in the following classifications providing that there shall be no greater number of employees employed in any one classification than specified herein.

<u>CLASSIFICATION (Job Title)</u>	<u>MAXIMUM NO. OF EMPLOYEES</u>
1) Director of Legislative Services	One (1)
2) Admin. Secretary/Clerical	One (1)
3) Confidential Secretary	One (1)
4) Clerical (part time)	One (1)

Section 3. The **Engineering Department** may employ and be staffed by employees classified in the following classifications providing that there shall be no greater number of employees employed in any one classification than specified herein.

<u>CLASSIFICATION (Job Title)</u>	<u>MAXIMUM NO. OF EMPLOYEES</u>
1) Engineer	One (1)
2) Assistant Engineer (non-registered)	One (1) Two (2)
3) Admin. Secretary/Clerical	One (1)
4) Engineering Technician	Two (2)
5) Deputy City Engineer (registered professional engineer)	Two (2)

Section 4. The **Finance Department** may employ and be staffed by employees classified in the following classifications providing that there shall be no greater number of employees employed in any one classification than specified herein.

<u>CLASSIFICATION (Job Title)</u>	<u>MAXIMUM NO. OF EMPLOYEES</u>
1) Finance Director	One (1)
2) Admin. Secretary/Clerical/Bookkeeper	One (1) Three (3)
3) Clerical (part time)	Two (2)
3) 4) Payroll & Benefits Coordinator	One (1)
4) 5) Accounting & Systems Administrator	One (1)

Section 5. The **Fire Department** may employ and be staffed by employees classified in the following classifications providing that there shall be no greater number of employees employed in any one classification than specified herein.

<u>CLASSIFICATION (Job Title)</u>	<u>MAXIMUM NO. OF EMPLOYEES</u>
1) Chief of Fire	One (1)
2) Lieutenant	Seven (7)
3) Firemen/Paramedics	Twenty eight (28)
4) Paid Call (non-certified)	Three (3) Twelve (12)
5) Admin. Secretary/Clerical	One (1)

Section 6. The **Office on Aging/Human Services** may employ and be staffed by employees classified in the following classifications providing that there shall be no greater number of employees employed in any one classification than specified herein.

<u>CLASSIFICATION (Job Title)</u>	<u>MAXIMUM NO. OF EMPLOYEES</u>
1) Director	One (1)
2) Senior Outreach Specialist	One (1)
3) Nutrition Site Coordinator	One (1)
4) Food Service Aid	One (1)
3) 5) Bus Driver (<i>part time</i>)	Two (2)
6) Home Chore Service Aid	One (1)
7) Casual (part time)	Two (2)
8) Arborist (part time)	One (1)

Section 7. The **Police Department** may employ and be staffed by employees classified in the following classifications providing that there shall be no greater number of employees employed in any one classification than specified herein.

<u>CLASSIFICATION (Job Title)</u>	<u>MAXIMUM NO. OF EMPLOYEES</u>
1) Chief of Police	One (1)
2) Captain	One (1)
3) Lieutenant	Two (2)
4) Sergeant	Six (6)
5) Patrolman	Thirty Two (32)
6) Confidential Secretary to Chief	One (1)
7) Admin. Secretary/Clerical/Jail Custodian	Two (2) Three (3)
8) Dispatch (full time)	Eight (8)
9) Dispatch (part time)	Five (5)
10) Senior Animal Control Officer (Full time)	One (1)
11) Part-time Animal Warden	Two (2)
12) Record Room Clerk (full time)	One (1)
13) Jr. Record Room Clerk (part time)	One (1)
13) 14) Reserve Police Officers	Twenty Five (25)
15) Jail Manager	One (1)
14) 16) Maintenance	One (1)
15) 17) Corrections Officer (full time)	Seven (7) Eight (8)
16) 18) Corrections Officer (part time)	Ten (10)
17) 19) I.T. Systems Administrator-LAN Manager	One (1)

Section 8. The **Law Department** may employ and be staffed by employees classified in the following classifications providing that there shall be no greater number of employees employed in any one classification than specified herein.

<u>CLASSIFICATION (Job Title)</u>	<u>MAXIMUM NO. OF EMPLOYEES</u>
1) Director of Law	One (1)
2) First Assistant Prosecutor	One (1)
3) Second Assistant Prosecutor	One (1)
4) Clerical, part time	One (1)
5) Human Resources Coordinator	One (1)

Section 9. The **Recreation Department** may employ and be staffed by employees classified in the following classifications providing that there shall be no greater number of employees employed in any one classification than specified herein.

<u>CLASSIFICATION (Job Title)</u>	<u>MAXIMUM NO. OF EMPLOYEES</u>
1) Recreation Director	One (1)
2) Supervisor	One (1)
2) 3) Tractor/Truck Operator (part time)	Three (3)
3) 4) Mower Operator (part time)	Four (4)
4) 5) Laborer (part time)	Six (6)
6) Concession worker (part time)	Eight (8)

Section 10. The **Public Service Department** may employ and be staffed by employees classified in the following classifications providing that there shall be no greater number of employees employed in any one classification than specified herein.

<u>CLASSIFICATION (Job Title)</u>	<u>MAXIMUM NO. OF EMPLOYEES</u>
1) Service Director	One (1)
2) Foreman (working)	Three (3) Four (4)
3) Mechanic	Two (2) Three (3)
4) Mechanic (part time)	One (1)
4) 5) Motor Equipment Operator	One (1)
5) 6) Laborers	Thirty One (31) Twenty nine (29)
6) 7) Laborers (part-time)	Two (2) Five (5)
7) 8) Summer Help Laborers	Six (6)
9) Custodian	One (1)
8) 10) Admin. Secretary/Clerical	Two (2)
11) Groundskeeper	Two (2)

Section 11. The **Wastewater Department** may employ and be staffed by employees classified in the following classifications providing that there shall be no greater number of employees employed in any one classification than specified herein.

<u>CLASSIFICATION (Job Title)</u>	<u>MAXIMUM NO. OF EMPLOYEES</u>
1) Director of Wastewater Management	One (1)
1) 2) Superintendent	One (1)
2) 3) Assistant Supt.	One (1) Two (2)
4) Chief Operator	Two (2)
3) 5) Foreman/Shift Supervisor	One (1) Two (2)
6) Chemist	One (1)
4) 7) Lab Technician	Two (2) Three (3)
5) 8) Certified Operator Certified I-II-III	Six (6) Eight (8)
6) 9) Operator/Technician In Training	One (1) Two (2)
7) 10) Laborer I-II-III and/or Motor Equipment Operator	Five (5) Nine (9)
8) 11) Mechanic	One (1)
9) 12) Clerical/bookkeeper	One (1)
13) Laborer (part time)	Two (2)
10) 14) Inspector	One (1)

- ~~15) Administrative Assistant/ Confidential Secretary One (1)~~
- ~~16) Technical Supervisor Class IV Operator (part time) One (1)~~
- ~~17) Collection System Investigator (part time) One (1)~~

Section 12. The **Mayor's Office** may employ and be staffed by employees classified in the following classifications providing that there shall be no greater number of employees employed in any one classification than specified herein.

<u>CLASSIFICATION (Job Title)</u>	<u>MAXIMUM NO. OF EMPLOYEES</u>
1) Safety Director	One (1)
2) Executive Assistant/Clerk of Courts	One (1)
3) Admin. Secretary/Clerical	One (1) Two (2)
4) Confidential Secretary	One (1)
5) Custodial-Part Time	One (1)
6) Public Defender	One (1)
7) Magistrate	One (1)

Section 13. The **Planning Commission** may employ and be staffed by employees classified in the following classifications providing that there shall be no greater number of employees employed in any one classification than specified herein.

<u>CLASSIFICATION (Job Title)</u>	<u>MAXIMUM NO. OF EMPLOYEES</u>
1) Admin. Secretary/Clerical	One (1)
1) 2) Clerical/Recorder (part-time)	One (1)

Section 14. The **Board of Zoning Appeals** may employ and be staffed by employees classified in the following classifications providing that there shall be no greater number of employees employed in any one classification than specified herein.

<u>CLASSIFICATION (Job Title)</u>	<u>MAXIMUM NO. OF EMPLOYEES</u>
1) Secretary (part-time)	One (1)

Section 15. The **Department of Community Development** may employ and be staffed by employees classified in the following classifications providing that there shall be no greater number of employees employed in any one classification than specified herein.

<u>CLASSIFICATION (Job Title)</u>	<u>MAXIMUM NO. OF EMPLOYEES</u>
1) Director of Community Development	One (1)

Section 16. The **Architectural Review Board** may employ and be staffed by employees classified in the following classifications providing that there shall be no greater number of employees employed in any one classification than specified herein.

<u>CLASSIFICATION (Job Title)</u>	<u>MAXIMUM NO. OF EMPLOYEES</u>
1) Secretary (part-time)	One (1)

Section 17. Ordinance 90-217 and all its amending Ordinances are hereby repealed.

Section 18. This Ordinance shall supersede all previously adopted Ordinances in direct conflict herewith.

Section 19. This Ordinance is hereby declared to be an emergency measure immediately necessary for the preservation of the public peace, health, safety and welfare of the city and for the further reason that it is immediately necessary to amend the staffing and classification plan for the various departments of the City of North Royalton in order to cap all maximum staffing levels at their current employment levels.

THEREFORE, provided this Ordinance receives the affirmative vote of two-thirds of all members elected to Council, it shall take effect and be in force immediately upon its passage and approval by the Mayor; otherwise, from and after the earliest period allowed by law.

/s/ Vincent A. Gentile
PRESIDENT OF COUNCIL

APPROVED: /s/ Robert A. Stefanik
MAYOR

DATE PASSED: September 21, 2010

DATE APPROVED: September 22, 2010

ATTEST: /s/ Laura J. Haller
DIRECTOR OF LEGISLATIVE SERVICES

First reading September 8, 2010
Second reading suspended
Third reading September 21, 2010
Amended September 21, 2010

YEAS: Gentile, Nickell, Petrusky, Willey,
Antoskiewicz, Kasaris

NAYS: none

ABSENT: Marnecheck