

ORDINANCE NO. _____

AN ORDINANCE OF THE COUNCIL OF THE CITY OF FAIRMONT AMENDING AND SUPPLEMENTING ORDINANCE NO. 1691, DULY ADOPTED JUNE 14, 2016, WHICH PROVIDES FOR THE CITY OF FAIRMONT'S CURRENT PAY PLAN AND LIST OF OCCUPATIONAL CLASSES FOR ALL CLASS TITLES AND EMPLOYEES, TO PROVIDE FOR THE FOLLOWING: RECLASSIFICATION OF CERTAIN POSITIONS FROM EXEMPT STATUS TO NON-EXEMPT STATUS TO COMPLY WITH THE FINAL RULE TO BE EFFECTIVE DECEMBER 1, 2016, WHICH RE-DEFINED CERTAIN EXEMPTIONS UNDER THE FAIR LABOR STANDARDS ACT; INCREASING THE BASE PAY FOR PROBATIONARY POLICE OFFICER; ELIMINATING THE POSITION OF MASTER BUILDING INSPECTOR; RE-ESTABLISHING THE SPECIAL DUTY ASSIGNMENT PAY FOR FIRE PREVENTION TRAINING OFFICER; PROVIDING CERTIFICATION PAY AT THE RATE OF \$0.28 PER HOUR FOR A FIREFIGHTER WITH A BACHELOR'S DEGREE; AND RE-ESTABLISHING AN HOURLY RATE FOR CROSSING GUARDS.

SYNOPSIS

By this proposed ordinance, the Council for the City of Fairmont provides the following modifications to the City's existing pay plan which was adopted by Ordinance No. 1691:

- a. Reclassifying certain positions from exempt status to non-exempt status to comply with the final rule (29 CFR Part 541) issued by the United States Department of Labor defining and delimiting the exemptions for executive, administrative, professional and other employees under the Fair Labor Standards Act, 29 U.S.C. §201 et seq., which Rule will become effective on December 1, 2016;
- b. Increasing the base pay for Probationary Police Officer;
- c. Eliminating the position of Master Building Inspector;
- d. Reestablishing the special duty assignment pay for Fire Prevention Training Officer at the current level; and
- e. Providing certification pay at the rate of \$0.28 per hour for a Firefighter with a bachelor's degree;
- f. Reestablishing an hourly rate for crossing guards without increase.

If adopted, this ordinance shall become effective thirty (30) days from adoption.

ORDINANCE NO. _____

AN ORDINANCE OF THE COUNCIL OF THE CITY OF FAIRMONT AMENDING AND SUPPLEMENTING ORDINANCE NO. 1691, DULY ADOPTED JUNE 14, 2016, WHICH PROVIDES FOR THE CITY OF FAIRMONT'S CURRENT PAY PLAN AND LIST OF OCCUPATIONAL CLASSES FOR ALL CLASS TITLES AND EMPLOYEES, TO PROVIDE FOR THE FOLLOWING: RECLASSIFICATION OF CERTAIN POSITIONS FROM EXEMPT STATUS TO NON-EXEMPT STATUS TO COMPLY WITH THE FINAL RULE TO BE EFFECTIVE DECEMBER 1, 2016, WHICH REDEFINED CERTAIN EXEMPTIONS UNDER THE FAIR LABOR STANDARDS ACT; INCREASING THE BASE PAY FOR PROBATIONARY POLICE OFFICER; ELIMINATING THE POSITION OF MASTER BUILDING INSPECTOR; RE-ESTABLISHING THE SPECIAL DUTY ASSIGNMENT PAY FOR FIRE PREVENTION TRAINING OFFICER; PROVIDING CERTIFICATION PAY AT THE RATE OF \$0.28 PER HOUR FOR A FIREFIGHTER WITH A BACHELOR'S DEGREE; AND RE-ESTABLISHING AN HOURLY RATE FOR CROSSING GUARDS.

WHEREAS, the provisions of West Virginia Code §8-5-12 require that the governing body of every municipality shall, by ordinance, fix or cause to be fixed the salary and compensation of every municipal officer and employee;

WHEREAS, the salary and compensation of the officers and employees of the City of Fairmont has been fixed by Ordinance No. 1691;

WHEREAS, the City Manager has recommended the following modifications to the City's existing pay plan:

- a. Reclassifying certain positions from exempt status to non-exempt status to comply with the final rule (29 CFR Part 541) issued by the United States Department of Labor defining and delimiting the exemptions for executive, administrative, professional and other employees under the Fair Labor Standards Act, 29 U.S.C. §201 et seq., which Rule will become effective on December 1, 2016;
- b. Increasing the base pay for Probationary Police Officer;
- c. Eliminating the position of Master Building Inspector;
- d. Reestablishing the special duty assignment pay for Fire Prevention Training Officer at the current level; and
- e. Providing certification pay at the rate of \$0.28 per hour for a Firefighter with a bachelor's degree;
- f. Reestablishing an hourly rate for crossing guards without increase.

WHEREAS, it appears reasonable and necessary to amend and supplement Ordinance No. 1684 to provide for the changes recommended by the City Manager.

NOW, THEREFORE, THE CITY OF FAIRMONT HEREBY ORDAINS THAT:

Ordinance No. 1691, shall be and the same is hereby amended and supplemented as follows: (Matter to be deleted bracketed; new matter double underlined)

**CITY OF FAIRMONT, WEST VIRGINIA
 CLASSIFIED SERVICES
 OCCUPATIONAL LIST OF CLASSES
 STEELWORKERS' PAY PLAN
 EFFECTIVE DATE: NOVEMBER 7, 2016**

Class Pay Grade	Class Pay Title	Class Base Pay
100	Auto Service Person	\$20,538.00
105	Utility Accounting Clerk	\$24,483.00
107	Inventory Control Clerk	\$29,046.00
110	Plumber/Pipefitter	\$29,599.00
120	Equipment Operator II	\$29,599.00
125	Customer Service Representative	\$29,599.00
130	Equipment Operator III	\$30,571.00
135	Customer Service Representative I	\$30,571.00
140	Utility Equipment Operator	\$30,571.00
145	Mechanic Operator	\$30,571.00
150	Auto-Heavy Equipment Mechanic	\$31,393.00
160	Traffic Skilled Technician	\$31,393.00
170	Wastewater Treatment Plant Operator	\$34,457.00
175	Water Treatment Plant Operator	\$34,457.00
177	Wastewater Treatment Plant Mechanic	\$34,457.00
180	Wastewater Treatment Plant Electrician	\$34,457.00
185	Water Treatment Plant Electrician	\$34,457.00
190	Lift Station Maintenance Technician	\$34,457.00

ADDITIONAL COMPENSATION

Longevity Pay - \$100 per year of service beginning on the first full pay period of the fiscal year of the first anniversary and continuing for each subsequent year of service

PSC Meter Certification - \$0.28/hour

Position Description Mandated CDL Certification - \$0.28/hour

WVDOH Roads Scholar - \$0.68/hour

Class I - IV Water - \$0.68/hour

State of WV Lab Certification (Microbiology) Water - \$0.68/hour

WVBPH Water Distribution System Certification - \$0.68/hour

WVBPH Wastewater Collection System Certification - \$0.68/hour

Position Description Mandated Backflow Coordinator Certification - \$0.68/hour

Shift Differential - \$0.80/hour for the third (afternoon) shift

Shift Differential - \$1.00/hour for the first (midnight) shift

Shift Differential - \$1.00/hour for the 6:00 p.m. - 6:00 a.m. shift

Alternative Health Care Benefit - \$3,500.00 annually

**CITY OF FAIRMONT, WEST VIRGINIA
 CLASSIFIED SERVICES
 OCCUPATIONAL LIST OF CLASSES
 FRATERNAL ORDER OF POLICE PAY PLAN
 EFFECTIVE DATE: NOVEMBER 7, 2016**

Class Pay Grade	Class Pay Title	Class Base Pay	
200	Probationary Patrol Officer	[\$32,162.00]	<u>\$ 35,162.00</u>
205	Patrol Officer	\$ 38,231.00	
210	Detective	\$ 38,231.00	
225	Sergeant	\$ 43,128.00	
230	Detective Sergeant	\$ 43,128.00	
235	Lieutenant	\$ 48,524.00	
240	Detective Lieutenant	\$ 48,524.00	

ADDITIONAL COMPENSATION

Longevity Pay - \$100 per year of service beginning on the first full pay period of the fiscal year of the first anniversary and continuing for each subsequent year of service

Police Officer Canine Pay-Minimum wage as established from time to time by West Virginia Code §21-5C-2 with a maximum pay based on 10 hours per pay

Base pay in lieu of Shift Differential - \$0.45/hour

Annual Uniform Cleaning Allowance of \$605.80 - not included in base pay

Police Officer with a Bachelor's Degree from Accredited College or University - \$0.28/hour

Officer in Charge - Patrol Officer First Class to Sergeant pay - additional \$2.29/hour

Officer in Charge - Sergeant to Lieutenant pay - additional \$2.52/hour

Alternative Health Care Benefit - \$3,500.00 annually

CITY OF FAIRMONT, WEST VIRGINIA
 CLASSIFIED SERVICES
 OCCUPATIONAL LIST OF CLASSES
 INTERNATIONAL ASSOCIATION OF FIREFIGHTERS
 EFFECTIVE DATE: NOVEMBER 7, 2016

Class Pay Grade	Class Pay Title	Class Base Pay
250	Probationary Firefighter	\$ 30,688.00
255	Firefighter Apprenticeship I	\$ 32,556.00
260	Firefighter Apprenticeship II	\$ 33,522.00
265	Firefighter	\$ 35,442.00
270	Fire Lieutenant	\$ 41,489.00
275	Fire [Shift] Captain	\$ 48,179.00
[280]	[Fire Training Officer Lieutenant]	[\$49,489.00]
[285]	[Fire Training Officer Captain]	[\$56,179.00]

ADDITIONAL COMPENSATION

Longevity Pay - \$140 per year of service beginning on the first full pay period of the fiscal year of the first anniversary and continuing for each subsequent year of service

Alternative Health Care Benefit - \$3,500.00 annually

Base pay in lieu of Shift Differential - \$0.40/hour

Firefighter who holds a degree in Fire Science from Accredited College or University or
a Firefighter with a Bachelor's Degree from Accredited College or University - \$0.28/hour

Fire Prevention and Training Officer Special Assignment Pay - \$8,000.00/annually

CITY OF FAIRMONT, WEST VIRGINIA
 CLASSIFIED SERVICES
 OCCUPATIONAL LIST OF CLASSES
 NON-REPRESENTED, NON-EXEMPT EMPLOYEES' PAY PLAN
 EFFECTIVE DATE: NOVEMBER 7, 2016

Class Pay Grade	Class Pay Title	Class Base Pay
300	Parking Lot Attendant	\$ 18,211.00
305	Parking Meter Attendant	\$ 21,385.00
310	Police Records Clerk	\$ 22,919.00
315	Accounting Clerk	\$ 24,832.00
320	Department Secretary	\$ 24,832.00
325	Deputy City Clerk	\$ 24,832.00
330	Purchasing Assistant	\$ 24,832.00
335	Senior Accounting Clerk	\$ 27,146.00
340	Department Secretary/Clerk	\$ 27,553.00
345	Executive Accounting Clerk	\$ 27,553.00
350	Delinquent Accounts Clerk	\$ 27,553.00
355	Executive Secretary	\$ 28,613.00
360	Customer Relations Manager/Auditor	\$ 28,613.00
365	Municipal Court Clerk	\$ 28,613.00
370	Accounts Payable Clerk	\$ 30,307.00
400	Engineering Technician	\$ 31,230.00
405	Construction Inspector	\$ 31,230.00
410	Code Enforcement Officer	\$ 31,230.00
415	Customer Service Supervisor	\$ 31,230.00
420	Program Manager	\$ 31,415.00
425	IT Technician	\$ 31,930.00
430	B&O Tax Manager	\$ 32,138.00
435	Utility Billing Manager	\$ 32,138.00
440	Code/Housing Officer	\$ 32,625.00
445	Deputy Building Inspector	\$ 34,018.00
450	Assistant Field Services Supervisor	\$ 35,404.00
455	Assistant Supervisor/Meter CSR	\$ 35,404.00
456	Assistant Supervisor/StormWater	\$ 35,404.00
460	Traffic Supervisor	\$ 36,807.00
<u>500</u>	<u>Office Manager</u>	<u>\$ 30,692.00</u>
<u>505</u>	<u>Purchasing Coordinator</u>	<u>\$ 30,692.00</u>
<u>515</u>	<u>Maintenance Superintendent</u>	<u>\$ 33,839.00</u>
<u>520</u>	<u>Administrative Assistant</u>	<u>\$ 34,445.00</u>
<u>525</u>	<u>Administrative Assistant-Human Resources</u>	<u>\$ 34,960.00</u>
<u>530</u>	<u>Accountant</u>	<u>\$ 36,456.00</u>
<u>532</u>	<u>Parks and Recreation Coordinator</u>	<u>\$ 37,418.00</u>
<u>535</u>	<u>Environmental Technician Pretreatment Coordinator</u>	<u>\$ 38,381.00</u>
<u>540</u>	<u>Secretary/Treasurer</u>	<u>\$ 40,510.00</u>
<u>545</u>	<u>Public Works Operations Supervisor</u>	<u>\$ 42,176.00</u>
<u>550</u>	<u>Assistant Finance Director</u>	<u>\$ 45,855.00</u>

**CITY OF FAIRMONT, WEST VIRGINIA
 CLASSIFIED SERVICES
 OCCUPATIONAL LIST OF CLASSES
 NON-REPRESENTED, NON-EXEMPT EMPLOYEES' PAY PLAN
 EFFECTIVE DATE: NOVEMBER 7, 2016**

470	Seasonal Crossing Guards	[\$4,120]	<u>Hourly</u>
475	Part-time Parking Meter Attendant		Hourly
480	Part-time Seasonal Employees		Hourly
485	Summer/Student Intern Appointment		Hourly

A. Position Related Certification Pay

i. Utility & Public Works Positions

- PSC Meter Certification - \$0.28/hour
- Position Description Mandated CDL Certification - \$0.28/hour
- WVDOH Roads Scholar - \$0.68/hour
- Class I - IV Water - \$0.68/hour
- State of WV Lab Certification (Microbiology) Water - \$0.68/hour
- WVBPH Water Distribution System Certification - \$0.68/hour
- WVBPH Wastewater Collection System Certification - \$0.68/hour

ii. Building Inspection & Code Enforcement Positions

- Certification in any discipline by passage of BOCA or ICC exam - \$0.28/hour
- Asbestos Certification - \$0.28/hour
- Building Code Official - \$1.40/hour (replaces \$0.28/hour individually)
- Electrical Code Official - \$1.40/hour (replaces \$0.28/hour individually)
- Mechanical Code Official - \$1.40/hour (replaces \$0.28/hour individually)
- Plumbing Code Official - \$1.40/hour (replaces \$0.28/hour individually)
- Fire Prevention Code Official - \$1.40/hour (replaces \$0.28/hour individually)
- Certified Building Official - \$1.40/hour (replaces \$0.28/hour individually)

B. Other Additional Compensation

- Longevity Pay - \$100 per year of service beginning on the first full pay period of the fiscal year of the first anniversary and continuing for each subsequent year of service
- Bachelor's Degree from Accredited College or University - \$0.28/hour
- Alternative Health Care Benefit - \$3,500.00 annually

Unclassified Groups/Positions

- ADA Coordinator Special Assignment Pay - \$1,500.00
- Part Time and Seasonal Employees - Federal Minimum Wage Hourly to \$15.00 per hour;
- Summer/Student Intern Appointment - \$8.75 to \$15.00 per hour
- Other Part-time positions calculated and paid at hourly rate for Class Pay Title Base Rate

**CITY OF FAIRMONT, WEST VIRGINIA
 CLASSIFIED SERVICES
 OCCUPATIONAL LIST OF CLASSES
 NON-REPRESENTED, EXEMPT EMPLOYEES' PAY PLAN
 EFFECTIVE DATE: NOVEMBER 7, 2016**

Class Pay Grade	Class Pay Title	Proposed Class Base Pay
[500]	[Office Manager]	[\$30,692.00]
[505]	[Purchasing Coordinator]	[\$30,692.00]
[515]	[Maintenance Superintendent]	[\$33,839.00]
[520]	[Administrative Assistant]	[\$34,445.00]
[525]	[Administrative Assistant-Human Resources]	[\$34,960.00]
[530]	[Accountant]	[\$36,456.00]
[532]	[Parks and Recreation Coordinator]	[\$37,418.00]
[535]	[Environmental Technician Pretreatment Coordinator]	[\$38,381.00]
[540]	[Secretary/Treasurer]	[\$40,512.00]
[545]	[Public Works Operations Supervisor]	[\$42,176.00]
[550]	[Assistant Finance Director]	[\$45,855.00]
560	Assistant Engineer	\$ 47,998.00
570	WWTP Superintendent	\$ 52,991.00
575	Water Pumping & Treatment Supervisor	\$ 52,991.00
580	Wet Weather Program Manager	\$ 52,991.00
585	Field Services Supervisor	\$ 52,991.00
590	Senior Engineer	\$ 54,817.00

ADDITIONAL COMPENSATION

Longevity Pay - \$100 per year of service beginning on the first full pay period of the fiscal year of the first anniversary and continuing for each subsequent year of service

Bachelor's Degree from Accredited College or University - \$0.28/hour

Position Description Mandated CDL Certification - \$0.28/hour

Alternative Health Care Benefit - \$3,500.00 annually

**CITY OF FAIRMONT, WEST VIRGINIA
 CLASSIFIED SERVICES
 OCCUPATIONAL LIST OF CLASSES
 ALL EMPLOYEES NOT OTHERWISE PROVIDED FOR PAY PLAN
 EFFECTIVE DATE: NOVEMBER 7, 2016**

Class Pay Grade	Class Pay Title	Proposed Class Base Pay	
700	Building Inspector	[\$38,805.00]	<u>\$ 47,476.00</u>
705	City Planner	[\$39,664.00]	<u>\$ 47,476.00</u>
[715]	[Master Building Inspector]	[\$47,230.00]	
720	City Clerk	\$ 53,373.00	
725	Utility Controller	\$ 58,010.00	
730	Public Works Director	\$ 59,972.00	
735	Dir of Planning & Development	\$ 64,428.00	
740	Finance Director	\$ 67,899.00	
745	Police Chief	\$ 67,899.00	
750	Fire Chief	\$ 67,899.00	
755	Professional Engineer	\$ 72,100.00	
760	Utility Manager	\$ 75,973.00	
765	City Manager	\$ 82,400.00	
770	City Attorney	\$ 89,095.00	
775	Municipal Judge (Part Time)	\$ 15,450.00	

A. Position-related Certification Pay - Building Inspection & Code Enforcement[;] :
[provided however, no person receiving Master Building Inspector rate of pay shall be entitled to certification pay in addition to Master Building Inspector rate of pay.]

- Certification in any discipline by passage of BOCA or ICC exam - \$0.28/hour
- Asbestos Certification - \$0.28/hour
- Building Code Official - \$1.40/hour (replaces \$0.28/hour individually)
- Electrical Code Official - \$1.40/hour (replaces \$0.28/hour individually)
- Mechanical Code Official - \$1.40/hour (replaces \$0.28/hour individually)
- Plumbing Code Official - \$1.40/hour (replaces \$0.28/hour individually)
- Fire Prevention Code Official - \$1.40/hour (replaces \$0.28/hour individually)
- Certified Building Official - \$1.40/hour (replaces \$0.28/hour individually)

B. Other additional Compensation

- Longevity Pay - \$100 per year of service beginning on the first full pay period of the fiscal year of the first anniversary and continuing for each subsequent year of service
- Bachelor's Degree from Accredited College or University - \$0.28/hour
- Alternative Health Care Benefit - \$3,500.00 annually

SEVERABILITY:

If any provision of this ordinance is invalidated by any court, commission or board of competent jurisdiction, the remaining provisions shall not be affected and shall continue in full force and effect.

EFFECTIVE DATE:

This ordinance shall become effective thirty days after adoption.

Adopted this the _____ day of _____, 2016.

MAYOR

ATTEST:

CITY CLERK