

ORDINANCE NO. 2025-O-04 (AMENDED 03-11-2025)

AN ORDINANCE PROVIDING FOR THE COMPENSATION OF ELECTED AND APPOINTED SALARIED AND HOURLY EMPLOYEES OF THE CITY OF MENTOR-ON-THE-LAKE; REPEALING ANY AND ALL OTHER ORDINANCES AND PARTS THEREOF WHICH MAY BE INCONSISTENT HERewith OR WHICH MAY BE REDUNDANT HERETO, AND DECLARING AN EMERGENCY

WHEREAS, the Council of the City of Mentor-on-the-Lake deems it in the best interest of the City and in the orderly operation of the several offices and departments of the City to specify and adjust salaries of officials and employees of the City in accordance with the law.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF MENTOR-ON-THE-LAKE, COUNTY OF LAKE, AND STATE OF OHIO:

Section 1. Wages and Salaries

	<u>PAY INCREMENT</u>	<u>Effective 2/29/25</u>
<u>Administration/Finance</u>		
Administrative Director	Bi-Weekly	2,650 to 3,269.23
Mayor's Secretary	Per Hour	16.00 to 26.00
Senior Accounting Clerk	Per Hour	18.00 to 33.00
Accounting Clerk Assistant	Per Hour	16.00 to 24.00
B. <u>Fire Department</u>		
Fire Chief – Full time	Bi-Weekly	2,500 to 3,700
C. <u>Police Department</u>		
Police Chief	Bi-Weekly	3,000 to 4,800
Secretary	Per Hour	16.00 to 24.00
School Guards	Per Hour	14.50
D. <u>Communications</u>		
Dispatchers – Part time		
First 90 Days	Per Hour	18.00
91 st Day (1 st Year)	Per Hour	20.00
2 nd year of service	Per Hour	22.00

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The Mayor/Safety Director is hereby granted authority to shorten the probationary time period for any interval stated above, based upon the prior experience of the employee, thereby permitting such employee to be paid at the next higher pay increment.

An employee who works on New Year's Day, Easter Sunday, Memorial Day, Labor Day, Thanksgiving Day or Christmas Day shall be compensated at time and one-half for all hours actually worked. There will be no additional pyramiding of time or rates for additional time worked on the designated holidays.

E. <u>Service Department</u>		<u>Effective 1/10/25</u>
Service Director	Bi-Weekly	2,300 to 3,500
Foreman	Per Hour	32.00 to 34.00
Laborer/Operator		<u>Effective 2/29/25</u>
3 rd Year of service or more	Per Hour	up to 30.00
2 nd Year of Service	Per Hour	up to 26.00
Month 7 to 12 (1 st Year)	Per Hour	22.00
First 6 Months	Per Hour	20.00
Full Time General Laborer	Per Hour	15.00 to 22.00
Seasonal Laborer	Per Hour	15.00 to 20.00
Part Time General Laborer	Per Hour	15.00 to 20.00
Part Time General Labor w/CDL	Per Hour	18.00 to 23.00
Part Time Secretary	Per Hour	15.00 to 22.00
Zoning and Housing Administrator	Per Hour	25.00 to 34.00
Service Supervisor	Per Hour	34.00 to 36.00

The Mayor is hereby granted authority to place an employee, as listed in Section E, at a higher pay scale based upon the prior experience of the employee.

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F. Recreation

Recreation Director	Bi-Weekly	0.00
Part Time Summer Help	Per Hour	8.80 to 14.00

G. Elected Officials and Other

Mayor <i>Effective 1/1/08 - Ord. 2006-O-37</i>	Per Year	18,000.00
President of Council <i>Effective 1/1/08 - Ord. 2006-O-32</i>	Per Year	6,655.00
Vice President of Council <i>Effective 1/1/08 - Ord. 2006-O-32</i>	Per Year	6,350.00
Members of Council <i>Effective 1/1/08 - Ord. 2006-O-32</i>	Per Year	6,050.00
Clerk of Council	Bi-Weekly	355.30
Assistant Clerk of Council	Per Hour (<i>Min. 4 Hrs.</i>)	15.00

Section 2. Uniform Maintenance Allowance

	<u>PAY INCREMENT</u>	<u>Effective 2/29/2025</u>
A. <u>Police Department</u>		
Police Chief	Per Year	2,395.00
B. <u>Fire Department</u>		
Fire Chief – Full time	Per Year	1,995.00

NOTE: Uniform allowances for A and B above will be paid in April

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C. Communications Department

Dispatchers - Part time:

36 and above shifts per year	=	\$360.00
26-35 shifts per year	=	\$150.00
21-25 shifts per year	=	\$ 125.00
16-20 shifts per year	=	\$ 100.00
11-15 shifts per year	=	\$ 75.00
0-10 shifts per year	=	\$ 50.00
Newly hired employee	=	\$ 100.00

NOTE: Part time dispatchers uniform allowances shall be paid during the month of May for number of shifts worked for the preceding twelve month period as certified by the Police Chief.

D. Service Department

All Full time employees up to five (5) changes per week rental.

Section 3. Those positions with a pay increment of "Bi-weekly" are salaried employees and those positions with a pay increment of "Per hour" are hourly employees as defined by Section 250.01(a)(3) and (4) of the City's Codified Ordinances.

Section 4. The use of the masculine gender herein shall include the feminine, unless the context clearly requires otherwise. It is the intent of the City to comply with all federal and state laws pertaining to nondiscrimination of any sort in employment.

Section 5. Salary and wage schedule set forth herein shall be effective at 12:01 a.m., March 1, 2025 for those officials and employees who are such upon the date of passage of this Ordinance, except as otherwise indicated.

Section 6. Any ordinance or resolution enacted prior hereto which may conflict or be inconsistent with the provisions of this Ordinance is hereby repealed, either in its entirety, or to the extent it may conflict with or be inconsistent with this Ordinance. However, any provision of this Ordinance which may be in conflict with the requirements of Chapter 4117 of the Ohio Revised Code shall be superseded and governed by the provisions of said Chapter 4117.

Section 7. All formal actions of this Council concerning the passage of this Ordinance were in an open meeting, and all deliberations of this Council, or any of its Committees, which resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements, including Section 121.22, of the Ohio Revised Code.


Section 8. This Ordinance is hereby declared to be and is passed as an emergency measure, the emergency being the necessity to establish timely compensation for officers and employees of the City, and is necessary for the immediate preservation of the public peace, health, safety and welfare of the inhabitants of the City of Mentor-on-the-Lake.


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WHEREFORE, this Ordinance shall take effect and be in full force immediately upon its passage by Council and approval by the Mayor.

ADOPTED: 3-25-2025

ATTEST: 
CLERK OF COUNCIL


Robert Johnson
PRESIDENT OF COUNCIL


DAVID R. EVA **DATE**
MAYOR