

ORDINANCE NO. 1900

AN ORDINANCE OF THE COUNCIL OF THE CITY OF FAIRMONT AMENDING AND SUPPLEMENTING ORDINANCE NO. 1880 DULY ADOPTED FEBRUARY 9, 2021, WHICH ORDINANCE PROVIDES FOR THE CITY OF FAIRMONT'S CURRENT PAY PLAN AND LIST OF OCCUPATIONAL CLASSES FOR ALL CLASS TITLES AND EMPLOYEES, TO ACCOMMODATE CERTAIN CHANGES, NAMELY: CERTAIN PERCENTAGE BASE PAY INCREASES FOR EMPLOYEES; ADJUSTMENT OF BASE PAY FOR THE POSITIONS OF FIREFIGHTER APPRENTICESHIP I & II; CREATION OF CERTAIN ADDITIONAL NEW POSITIONS; AND AN INCREASE IN LONGEVITY PAY FOR CERTAIN EMPLOYEES

WHEREAS, pursuant to the provisions of West Virginia Code §8-5-12, the salary and compensation of the officers and employees of the City of Fairmont has been fixed by ordinance, being Ordinance No. 1880.

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

- a. Providing for a 2% base pay increase for Steelworkers, all non-represented employees and employees not otherwise provided for;
- b. Providing for a 3.5% base pay increase members of the Fraternal Order of Police and International Association of Firefighters;
- c. Providing for an \$1,800.00 and \$2,560.00 annual increase in base pay for the positions of Firefighter Apprenticeship I and II, respectively;
- d. Providing for the creation of certain new positions as follows:
 - i. Human Resource Manager at a base pay of \$50,708.00
 - ii. Legal Assistant – Part Time – Hourly;
 - iii. IT Assistant at a base pay of \$35,746.00
 - iv. Building Inspection/Code Enforcement from part time to full time at a base pay of \$34,772.00; and

- e. Providing for an increase in longevity pay for all non-represented employees and employees not otherwise provided for from \$100.00 per year of service to \$140.00 per year of service.

WHEREAS, Council finds it reasonable and necessary to amend and supplement Ordinance No. 1880 to provide for the changes recommended by the City Manager.

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

Ordinance No. 1880 shall be and the same is hereby amended and supplemented as follows: (Matter to be deleted bracketed; new matter double underlined)

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**CITY OF FAIRMONT, WEST VIRGINIA
 CLASSIFIED SERVICES
 OCCUPATIONAL LIST OF CLASSES
 STEELWORKERS' PAY PLAN
 EFFECTIVE DATE: JULY 12, 2021**

Class Pay Grade	Class Pay Title	Class Base Pay	<u>Class Base Pay</u>
100	Auto Service Person	\$ 22,091.00	\$ 22,533.00
105	Utility Accounting Clerk	\$ 25,730.00	\$ 26,245.00
107	Inventory Control Clerk	\$ 30,525.00	\$ 31,136.00
110	Plumber/Pipefitter	\$ 31,107.00	\$ 31,729.00
120	Equipment Operator II	\$ 31,107.00	\$ 31,729.00
125	Customer Service Representative	\$ 31,107.00	\$ 31,729.00
130	Equipment Operator III	\$ 32,129.00	\$ 32,772.00
135	Customer Service Representative I	\$ 32,129.00	\$ 32,772.00
140	Utility Equipment Operator	\$ 32,129.00	\$ 32,772.00
145	Mechanic Operator	\$ 32,129.00	\$ 32,772.00
150	Auto-Heavy Equipment Mechanic	\$ 32,992.00	\$ 33,652.00
160	Traffic Skilled Technician	\$ 32,992.00	\$ 33,652.00
170	Wastewater Treatment Plant Operator	\$ 36,212.00	\$ 36,936.00
175	Water Treatment Plant Operator	\$ 36,212.00	\$ 36,936.00
177	Wastewater Treatment Plant Mechanic	\$ 36,212.00	\$ 36,936.00
180	Wastewater Treatment Plant Electrician	\$ 36,212.00	\$ 36,936.00
185	Water Treatment Plant Electrician	\$ 36,212.00	\$ 36,936.00
190	Lift Station Maintenance Technician	\$ 36,212.00	\$ 36,936.00

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

PSC Meter Certification - \$.39/hour

Position Description Mandated CDL Certification - \$0.39/hour

WVDOH Roads Scholar - \$.79/hour

Class I - IV Water/Wastewater - \$.79/hour

State of WV Lab Certification (Microbiology) Water/Wastewater - \$.79/hour

WVBPH Water Distribution System Certification - \$0.79/hour

WVBPH Wastewater Collection System Certification - \$0.79/hour

Position Description Mandated Backflow Coordinator Certification - \$.79/hour

Shift Differential - \$1.40/hour for the third (afternoon) shift

Shift Differential - \$1.60/hour for the first (midnight) shift

Shift Differential - \$1.60/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: JULY 12, 2021**

Class Pay Grade	Class Pay Title	Class Base Pay	<u>Class Base Pay</u>
200	Probationary Patrol Officer	\$ 39,998.00	<u>\$ 41,398.00</u>
205	Patrol Officer	\$ 45,254.00	<u>\$ 46,838.00</u>
210	Detective	\$ 45,254.00	<u>\$ 46,838.00</u>
225	Sergeant	\$ 48,371.00	<u>\$ 50,064.00</u>
230	Detective Sergeant	\$ 48,371.00	<u>\$ 50,064.00</u>
235	Lieutenant	\$ 53,027.00	<u>\$ 54,883.00</u>
240	Detective Lieutenant	\$ 53,027.00	<u>\$ 54,883.00</u>

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

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 - \$0.34/hour

Officer in Charge - hourly pay difference from Patrol Officer First Class to Sergeant for hours worked as Sergeant OIC

Officer in Charge - hourly pay difference from Sergeant to Lieutenant for hours worked as Lieutenant OIC

Alternative Health Care Benefit - \$3,500.00 annually

One time monetary incentive of \$5,000.00, payable on the first payday following the date of hire, for recruitment of a newly hired Probationay Patrol Officer with an active and valid West Virginia Law Enforcement Certification; subject to reimbursement on a prorated basis within the first three years of employment for voluntary termination

West Virginia Law Enforcement Certification Pay - \$200.00 per year of service beginning on the first full pay period following presentation of a valid West Virginia Law Enforcement certification and continuing for each subsequent year of service, beginning on the first full pay period of the subsequent fiscal year

**CITY OF FAIRMONT, WEST VIRGINIA
 CLASSIFIED SERVICES
 OCCUPATIONAL LIST OF CLASSES
 INTERNATIONAL ASSOCIATION OF FIREFIGHTERS
 EFFECTIVE DATE: JULY 12, 2021**

Class Pay Grade	Class Pay Title	Class Base Pay	<u>Class Base Pay</u>
250	Probationary Firefighter	\$ 39,998.00	<u>\$ 41,398.00</u>
255	Firefighter Apprenticeship I	\$ 40,647.00	<u>\$ 43,870.00</u>
260	Firefighter Apprenticeship II	\$ 40,957.00	<u>\$ 44,950.00</u>
265	Firefighter	\$ 45,254.00	<u>\$ 46,838.00</u>
270	Fire Lieutenant	\$ 48,371.00	<u>\$ 50,064.00</u>
275	Fire Captain	\$ 53,027.00	<u>\$ 54,883.00</u>

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- \$0.34/hour

Fire Prevention and Training Officer Special Assignment Pay - \$10,000/annually

Officer in Charge - hourly pay difference from Firefighter to Fire Lieutenant for hours worked as Fire Lieutenant OIC in Central Station

Officer in Charge - hourly pay difference from Fire Lieutenant to Fire Captain for hours worked as Fire Captain OIC in Central Station

JATC Certification (Joint Apprenticeship Training Committee) - \$200.00 per year of service beginning on the first full pay period following presentation of a valid JATC Certification and continuing for each subsequent year of service, beginning on the first full pay period of the subsequent fiscal year. (JATC Certification pay is from date on certificate, not retroactive to date of hire.)

**CITY OF FAIRMONT, WEST VIRGINIA
CLASSIFIED SERVICES
OCCUPATIONAL LIST OF CLASSES
NON-REPRESENTED, NON-EXEMPT EMPLOYEES' PAY PLAN
EFFECTIVE DATE: JULY 12, 2021**

Class Pay Grade	Class Pay Title	Class Base Pay	Class Base Pay
300	Parking Lot Attendant	\$ 19,140.00	\$ 19,523.00
305	Parking Meter Attendant	\$ 23,743.00	\$ 24,218.00
310	Police Records Clerk	\$ 24,087.00	\$ 24,569.00
315	Accounting Clerk	\$ 26,098.00	\$ 26,620.00
321	Staff Assistant	\$ 26,098.00	\$ 26,620.00
325	Deputy City Clerk	\$ 26,098.00	\$ 26,620.00
330	Purchasing Assistant	\$ 26,098.00	\$ 26,620.00
331	Delinquent Accounts Clerk	\$ 28,957.00	\$ 29,536.00
335	Senior Accounting Clerk	\$ 29,797.00	\$ 30,393.00
340	Senior Staff Assistant	\$ 30,226.00	\$ 30,831.00
345	Executive Accounting Clerk	\$ 30,226.00	\$ 30,831.00
355	Executive Staff Assistant	\$ 31,340.00	\$ 31,967.00
360	Customer Relations Manager/Auditor	\$ 31,340.00	\$ 31,967.00
361	Office Manager	\$ 32,256.00	\$ 32,901.00
362	Purchasing Coordinator	\$ 32,256.00	\$ 32,901.00
370	Accounts Payable Clerk	\$ 33,120.00	\$ 33,782.00
400	Engineering Technician	\$ 34,090.00	\$ 34,772.00
405	Construction Inspector	\$ 34,090.00	\$ 34,772.00
410	Code Enforcement Officer	\$ 34,090.00	\$ 34,772.00
415	Customer Service Supervisor	\$ 34,090.00	\$ 34,772.00
420	Program Manager	\$ 34,576.00	\$ 35,268.00
425	Municipal Court Clerk	\$ 35,045.00	\$ 35,746.00
430	B&O Tax Manager	\$ 35,045.00	\$ 35,746.00
435	Utility Billing Manager	\$ 35,045.00	\$ 35,746.00
440	Code/Housing Officer	\$ 35,045.00	\$ 35,746.00
<u>441</u>	<u>Assistant IT Technician</u>	\$ -	\$ 35,746.00
445	Deputy Building Inspector	\$ 37,021.00	\$ 37,761.00
450	Assistant Field Services Supervisor	\$ 39,825.00	\$ 40,622.00
455	Assistant Supervisor/Meter CSR	\$ 39,825.00	\$ 40,622.00
456	Assistant Supervisor/StormWater	\$ 39,825.00	\$ 40,622.00
460	Traffic Supervisor	\$ 39,825.00	\$ 40,622.00
470	Seasonal Crossing Guards	Hourly	
475	Part-time Parking Meter Attendant	Hourly	
480	Part-time Seasonal Employees	Hourly	
481	Part-time Seasonal Code Enforcement	Hourly	
485	Summer/Student Intern Appointment	Hourly	
<u>486</u>	<u>Part-Time Legal Assistant</u>	<u>Hourly</u>	

A. Position Related Certification Pay

i. Utility & Public Works Positions

PSC Meter Certification - \$0.39/hour

Position Description Mandated CDL Certification - \$0.39/hour

WVDOH Roads Scholar - \$0.79/hour

Class I - IV Water/Wastewater - \$0.79/hour

State of WV Lab Certification (Microbiology) Water/Wastewater - \$0.79/hour

WVBPH Water Distribution System Certification - \$0.79/hour

**CITY OF FAIRMONT, WEST VIRGINIA
CLASSIFIED SERVICES
OCCUPATIONAL LIST OF CLASSES
NON-REPRESENTED, NON-EXEMPT EMPLOYEES' PAY PLAN
EFFECTIVE DATE: JULY 12, 2021**

WVBPH Wastewater Collection System Certification - \$0.79/hour

ii. Building Inspection & Code Enforcement Positions

Certification in any discipline by passage of BOCA or ICC exam - \$0.39/hour

Asbestos Certification - \$0.39/hour

Building Code Official - \$1.95/hour (replaces \$0.39/hour individually)

Electrical Code Official - \$1.95/hour (replaces \$0.39/hour individually)

Mechanical Code Official - \$1.95/hour (replaces \$0.39/hour individually)

Plumbing Code Official - \$1.95/hour (replaces \$0.39/hour individually)

Fire Prevention Code Official - \$1.95/hour (replaces \$0.39/hour individually)

Certified Building Official - \$1.95/hour (replaces \$0.39/hour individually)

B. Other Additional Compensation

Longevity Pay - [\$100] \$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

Bachelor's Degree from Accredited College or University - \$0.34/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: JULY 12, 2021**

Class Pay Grade	Class Pay Title	Class Base Pay	<u>Class Base Pay</u>
515	Maintenance Superintendent	\$ 36,102.00	<u>\$ 36,824.00</u>
520	Administrative Assistant	\$ 36,200.00	<u>\$ 36,924.00</u>
525	Administrative Assistant-Human Resources	\$ 36,741.00	<u>\$ 37,476.00</u>
532	Parks and Recreation Coordinator	\$ 39,325.00	<u>\$ 40,112.00</u>
533	Accountant	\$ 39,836.00	<u>\$ 40,633.00</u>
535	Environmental Technician Pretreatment Coordinator	\$ 41,912.00	<u>\$ 42,750.00</u>
540	Secretary/Treasurer	\$ 44,097.00	<u>\$ 44,979.00</u>
545	Public Works Operations Supervisor	\$ 45,885.00	<u>\$ 46,803.00</u>
<u>549</u>	<u>Human Resource Manager</u>	\$ -	<u>\$ 50,708.00</u>
550	Assistant Finance Director	\$ 49,714.00	<u>\$ 50,708.00</u>
551	City Planner	\$ 49,894.00	<u>\$ 50,892.00</u>
560	Assistant Engineer	\$ 50,442.00	<u>\$ 51,451.00</u>
561	Information Technology Technician	\$ 50,750.00	<u>\$ 51,765.00</u>
570	WWTP Superintendent	\$ 55,690.00	<u>\$ 56,804.00</u>
575	Water Pumping & Treatment Supervisor	\$ 55,690.00	<u>\$ 56,804.00</u>
580	Wet Weather Program Manager	\$ 55,690.00	<u>\$ 56,804.00</u>
585	Field Services Supervisor	\$ 55,690.00	<u>\$ 56,804.00</u>
590	Senior Engineer	\$ 60,655.00	<u>\$ 61,868.00</u>

Position-related Certification Pay Utilities:

Class I - IV Water/Wastewater - \$0.79/hour

State of WV Lab Certification (Microbiology) Water/Wastewater - \$0.79/hour

WVBPH Water Distribution System Certification - \$0.79/hour

WVBPH Wastewater Collection System Certification - \$0.79/hour

ADDITIONAL COMPENSATION:

Longevity Pay - [\$100] \$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

Bachelor's Degree from Accredited College or University - \$0.34/hour

Position Description Mandated CDL Certification - \$0.39/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: JULY 12, 2021**

Class Pay Grade	Class Pay Title	Class Base Pay	<u>Class Base Pay</u>
700	Building Inspector	\$ 60,024.00	<u>\$ 61,224.00</u>
720	City Clerk	\$ 61,285.00	<u>\$ 62,511.00</u>
725	Utility Controller	\$ 62,488.00	<u>\$ 63,738.00</u>
730	Public Works Director	\$ 63,027.00	<u>\$ 64,288.00</u>
735	Dir of Planning & Development	\$ 67,711.00	<u>\$ 69,065.00</u>
740	Finance Director	\$ 72,880.00	<u>\$ 74,338.00</u>
745	Police Chief	\$ 74,263.00	<u>\$ 75,748.00</u>
750	Fire Chief	\$ 74,263.00	<u>\$ 75,748.00</u>
755	Professional Engineer	\$ 75,772.00	<u>\$ 77,287.00</u>
760	Utility Manager	\$ 79,843.00	<u>\$ 81,440.00</u>
765	City Manager	\$ 115,000.00	<u>\$ 115,000.00</u>
770	City Attorney	\$ 93,633.00	<u>\$ 95,506.00</u>
775	Municipal Judge (Part Time)	\$ 16,237.00	<u>\$ 16,562.00</u>

A. Position-related Certification Pay Building Inspection, Code Enforcement and Utilities:

- Certification in any discipline by passage of BOCA or ICC exam - \$0.39/hour
- Asbestos Certification - \$0.39/hour
- Building Code Official - \$1.95/hour (replaces \$0.39/hour individually)
- Electrical Code Official - \$1.95/hour (replaces \$0.39/hour individually)
- Mechanical Code Official - \$1.95/hour (replaces \$0.39/hour individually)
- Plumbing Code Official - \$1.95/hour (replaces \$0.39/hour individually)
- Fire Prevention Code Official - \$1.95/hour (replaces \$0.39/hour individually)
- Certified Building Official - \$1.95/hour (replaces \$0.39/hour individually)
- Class I - IV Water/Wastewater - \$0.79/hour
- State of WV Lab Certification (Microbiology) Water/Wastewater - \$0.79/hour
- WVBPH Water Distribution System Certification - \$0.79/hour
- WVBPH Wastewater Collection System Certification - \$0.79/hour

B. Other additional Compensation

- Longevity Pay - [\$100] \$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
- Bachelor's Degree from Accredited College or University - \$0.34/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 (30) days after adoption; provided however, that the increases provided for herein shall not be applicable to any pay until the first full pay period beginning on or after July 1, 2021.

Adopted this the 8th day of June, 2021.



MAYOR

ATTEST:



CITY CLERK

WE, the undersigned officials of the City of Fairmont, West Virginia, do hereby certify that Ordinance No. 1900:

AN ORDINANCE OF THE COUNCIL OF THE CITY OF FAIRMONT AMENDING AND SUPPLEMENTING ORDINANCE NO. 1880 DULY ADOPTED FEBRUARY 9, 2021, WHICH ORDINANCE PROVIDES FOR THE CITY OF FAIRMONT'S CURRENT PAY PLAN AND LIST OF OCCUPATIONAL CLASSES FOR ALL CLASS TITLES AND EMPLOYEES, TO ACCOMMODATE CERTAIN CHANGES, NAMELY: CERTAIN PERCENTAGE BASE PAY INCREASES FOR EMPLOYEES; ADJUSTMENT OF BASE PAY FOR THE POSITIONS OF FIREFIGHTER APPRENTICESHIP I & II; CREATION OF CERTAIN ADDITIONAL NEW POSITIONS; AND AN INCREASE IN LONGEVITY PAY FOR CERTAIN EMPLOYEES

was introduced and publicly read in its entirety at the Regular Meeting of Council held May 25, 2021 and was published in the Times-West Virginian on May 28, 2021, pursuant to Charter provisions Section 2.13(d); a public hearing was held on June 8, 2021. There being no request that the proposed Ordinance be read in its entirety for a second time, the Clerk read the title only and copies were available to the public as required by Ordinance No. 499. The Ordinance was duly adopted pursuant to the Charter of the City of Fairmont and West Virginia Code; signed by the undersigned officials and filed in the office of the City Clerk.

Adopted by Council of the City of Fairmont, West Virginia, this the 8th day of June, 2021.



MAYOR

ATTEST:



CITY CLERK

A TRUE COPY?



MAYOR, CITY OF FAIRMONT, WEST VIRGINIA



CLERK, CITY OF FAIRMONT, WEST VIRGINIA

APPROVED AS TO FORM:

ATTORNEY, CITY OF FAIRMONT, WEST VIRGINIA