

**City of Fairfield
Minutes
Regular Meeting of City Council
January 23, 2023**

Council-Manager Briefing

Compensation Plan Update

Vice Mayor Meyers called the briefing to order at 6:30 PM. Councilmembers present: Leslie Besl, Dale Paullus, Terry Senger, Adam Kraft, Tim Meyers and Matt Davidson.

Staff members present: Scott Timmer, Laurie Murphy, Steve Wolterman, Alisha Wilson, Steve Maynard, Greg Kathman, Adam Sackenheim, Mandi Brock, Tom LaKamp, Chris Hacker and Ben Mann.

Assistant City Manager Laurie Murphy presented the draft compensation plan update. See attached slides.

Business Meeting Call to Order

Mayor Rhodus called the meeting to order at 7:00 PM.

Prayer/Pledge of Allegiance

Councilmember Senger led in prayer and Pledge of Allegiance.

Roll Call

Councilmembers present included:

Attendee Name	Title	Status	Arrived
Tim Meyers	Councilmember, At-Large	Present	
Matt Davidson	Councilmember, At-Large	Present	
Gwen Brill	Councilmember, At-Large	Excused	
Leslie Besl	Councilmember, 1st Ward	Present	
Dale Paullus	Councilmember, 2nd Ward	Present	
Terry Senger	Councilmember, 3rd Ward	Present	
Adam Kraft	Councilmember, 4th Ward	Present	
Mitch Rhodus	Mayor	Present	

Councilmember Davidson, seconded by Councilmember Meyers, moved to excuse Councilmember Brill. Motion carried 6-0.

Agenda Modifications

None.

Executive Session Requests

Councilmember Meyers, seconded by Councilmember Davidson, moved for Executive Session to discuss negotiations with public employees regarding their wages and other terms and conditions of their employment, as well as the employment, promotion, demotion, discipline, dismissal of a public employee. Roll call vote. Motion carried 6-0.

Special Presentations

a. Proclamation - Bell Moving & Storage

Mayor Rhodus presented a proclamation to Cassie Egan in recognition of the 100th anniversary of Bell Moving & Storage, located in Fairfield. He thanked her for remaining in Fairfield over the last 100 years and congratulated her business on such a great milestone anniversary.

b. Oath of Office - Police Department

Mayor Rhodus administered the ceremonial oath of office to Police Officer Nicholas Spradling, Police Officer Anthony Hatcher, and Police Officer Nathan Kamphaus. Chief Maynard introduced each of them and welcomed them to the department and the city.

Citizen Comments

None.

Public Hearing(s)

a. Councilmember Davidson - Schedule Public Hearing

Councilmember Davidson announced the Public Hearing Date for February 27, 2023 relative to the proposed amendment to add territory to the City of Fairfield-Fairfield Township Joint Economic Development District (JEDD 1).

Approval of Minutes

The Regular Meeting Minutes of January 9, 2023 were approved as written and submitted.

OLD BUSINESS AND REPORTS

Community & Public Relations

Councilmember Leslie Besl

Development Services

Councilmember Matt Davidson

Parks, Recreation and Environment

Councilmember Gwen Brill

Public Safety

Councilmember Dale Paullus

Public Utilities

Councilmember Adam Kraft

Public Works

Councilmember Terry Senger

Resolution declaring necessity of repairing sidewalks (including aprons).

Recommendation:

It is recommended that City Council authorizes and directs the preparation of a Resolution of Necessity for the sidewalk/driveway apron repairs.

Councilmember Senger presented the second reading of this resolution.

RESULT:	SECOND READING
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Next: 2/13/2023 7:00 PM

Finance & Budget

Councilmember Tim Meyers

NEW BUSINESS

Councilmember Besl, seconded by Councilmember Davidson, moved to read all New Business by title only. Motion carried 6-0.

Community & Public Relations

Councilmember Leslie Besl

Simple Motion: Formal recognition and/or approval of appointment of Councilmember Dale Paullus to Board of Zoning Appeals, effective January 1, 2023.

Recommendation:

It is recommended that City Council recognize and approve Mayor Rhodus' appointment of Councilmember Dale Paullus to Board of Zoning Appeals.

SIMPLE MOTION NO. 2-23. APPROVED 6-0.

RESULT:	APPROVED [UNANIMOUS]
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MOVER:	Leslie Besl, Councilmember, 1st Ward
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SECONDER:	Terry Senger, Councilmember, 3rd Ward
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AYES:	Meyers, Davidson, Besl, Paullus, Senger, Kraft
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EXCUSED:	Brill
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Public Works

Councilmember Terry Senger

Motion to Suspend Second and Third Readings

Councilmember Senger presented the first reading of this ordinance.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Terry Senger, Councilmember, 3rd Ward
SECONDER:	Dale Paullus, Councilmember, 2nd Ward
AYES:	Meyers, Davidson, Besl, Paullus, Senger, Kraft
EXCUSED:	Brill

Ordinance to authorize the City Manager to enter into a contract with Tim Lally Chevrolet for the purchase of four (4) Chevrolet Tahoe's for the Police Department and declaring an emergency.

Recommendation:

It is recommended that the City Council authorize and direct the preparation of legislation authorizing the appropriation of funding in the amount of \$264,070 from the Capital Improvement Fund for the purchase and outfitting of (4) Chevrolet Tahoe's for the Police Department. It is further recommended that City Council authorize and direct the preparation of legislation authorizing the City Manager to enter into a contract with Tim Lally Chevrolet for the purchase of these vehicles.

ORDINANCE NO. 8-23. APPROVED 6-0.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Terry Senger, Councilmember, 3rd Ward
SECONDER:	Adam Kraft, Councilmember, 4th Ward
AYES:	Meyers, Davidson, Besl, Paullus, Senger, Kraft
EXCUSED:	Brill

Finance & Budget

Councilmember Tim Meyers

Motion to Suspend Second and Third Readings

Councilmember Meyers presented the first reading of this ordinance.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Tim Meyers, Councilmember, At-Large
SECONDER:	Matt Davidson, Councilmember, At-Large
AYES:	Meyers, Davidson, Besl, Paullus, Senger, Kraft
EXCUSED:	Brill

Ordinance to amend Ordinance No. 155-22 entitled "An Ordinance to make estimated appropriations for the expenses and other expenditures of the City of Fairfield, Ohio, during a period beginning January 1, 2023, and ending December 31, 2023."

Recommendation:

It is recommended that City Council suspend the rules requiring a second and third reading of this Ordinance and adopt the appropriations listed above.

ORDINANCE NO. 9-23. APPROVED 6-0.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Tim Meyers, Councilmember, At-Large
SECONDER:	Matt Davidson, Councilmember, At-Large
AYES:	Meyers, Davidson, Besl, Paullus, Senger, Kraft
EXCUSED:	Brill

Motion to Suspend Second and Third Readings

Councilmember Meyers presented the first reading of this ordinance.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Tim Meyers, Councilmember, At-Large
SECONDER:	Adam Kraft, Councilmember, 4th Ward
AYES:	Meyers, Davidson, Besl, Paullus, Senger, Kraft
EXCUSED:	Brill

Ordinance to amend Ordinance No. 155-22 entitled “An Ordinance to make estimated appropriations for the expenses and other expenditures of the City of Fairfield, Ohio, during a period beginning January 1, 2023, and ending December 31, 2023.”

Recommendation:

It is recommended that City Council suspend the rules requiring a second and third reading of this Ordinance and adopt the appropriations listed above.

ORDINANCE NO. 10-23. APPROVED 6-0.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Tim Meyers, Councilmember, At-Large
SECONDER:	Matt Davidson, Councilmember, At-Large
AYES:	Meyers, Davidson, Besl, Paullus, Senger, Kraft
EXCUSED:	Brill

Meeting Schedule

Clerk Wilson read the following meeting schedule:

- A. Monday, February 13 - Council-Manager Briefing, 5:30 PM; Regular Meeting 7:00 PM
- B. Monday, February 27 - Council-Manager Briefing, 6:00 PM; Regular Meeting 7:00 PM
- C. Monday, March 13 - Council-Manager Briefing, 6:00 PM; Regular Meeting 7:00 PM

Executive Session of Council (if needed)

Council recessed to Executive Session at 7:25 PM.

15. ADJOURNMENT

The Regular Meeting adjourned at 7:40 PM.

ATTEST:

Clerk of Council

Mayor's Approval

Date Approved_____

FAIRFIELD

CITY OF OPPORTUNITY



2023 Compensation and Pay Plan Update



Why Are We Doing This?

1. Our people are our biggest resource and can affect the public perception of the City.
2. Our employees are City ambassadors, the face of day-to-day operations.
3. Retraining, recruiting, and rehiring is expensive and time consuming.
4. Employee turnover is costly in terms of valuable resources, but it can also affect morale in current employees.
5. Valuing our employees can increase the City's performance.



How Did We Get Here?

- 2017 Clemans-Nelson & Associates, Inc. Compensation Study
 - ✓ The compensation plan for non-bargaining personnel was initially developed by Clemans-Nelson & Associates, Inc. in July of 2017.
 - ✓ Various positions have been re-classified throughout the last five years.
 - ✓ The minimum/maximum ranges were adjusted once in March, 2020.
 - ✓ Due to the ever-changing job market and economy the plan needs to be revisited and evaluated to ensure maximum pay integrity.

2017 Change

- Pre 2017
 - ✓ Band 1 – Clerical/Technical
 - 7 Positions
 - ✓ Band 2 – Supervisory/Professional
 - 35 Positions
 - ✓ Band 3 – Managerial Employees
 - 8 Positions
- Post 2017 (Clemans-Nelson)
 - ✓ Grade 1 – 1 Position
 - ✓ Grade 2 – 4 Positions
 - ✓ Grade 3 – 2 Positions
 - ✓ Grade 4 – 1 Position
 - ✓ Grade 5 – 2 Positions
 - ✓ Grade 6 – 6 Positions
 - ✓ Grade 7 – 4 Positions
 - ✓ Grade 8 – 1 Position
 - ✓ Grade 9 – 8 Positions
 - ✓ Grade 10 – 3 Positions
 - ✓ Grade 11 – 3 Positions
 - ✓ Grade 12 – 5 Positions
 - ✓ Grade 13 – 7 Positions
 - ✓ Grade 14 – 1 Position

2017 Presentation Slide

Plan Maintenance

- Update pay plan as position functions or responsibilities change.
- Monitor changes in market conditions.
- Conduct wage study of benchmark positions at least every three years.
- Total review of entire plan at least every five years.

Updated Min/Max
on: 3/23/2020

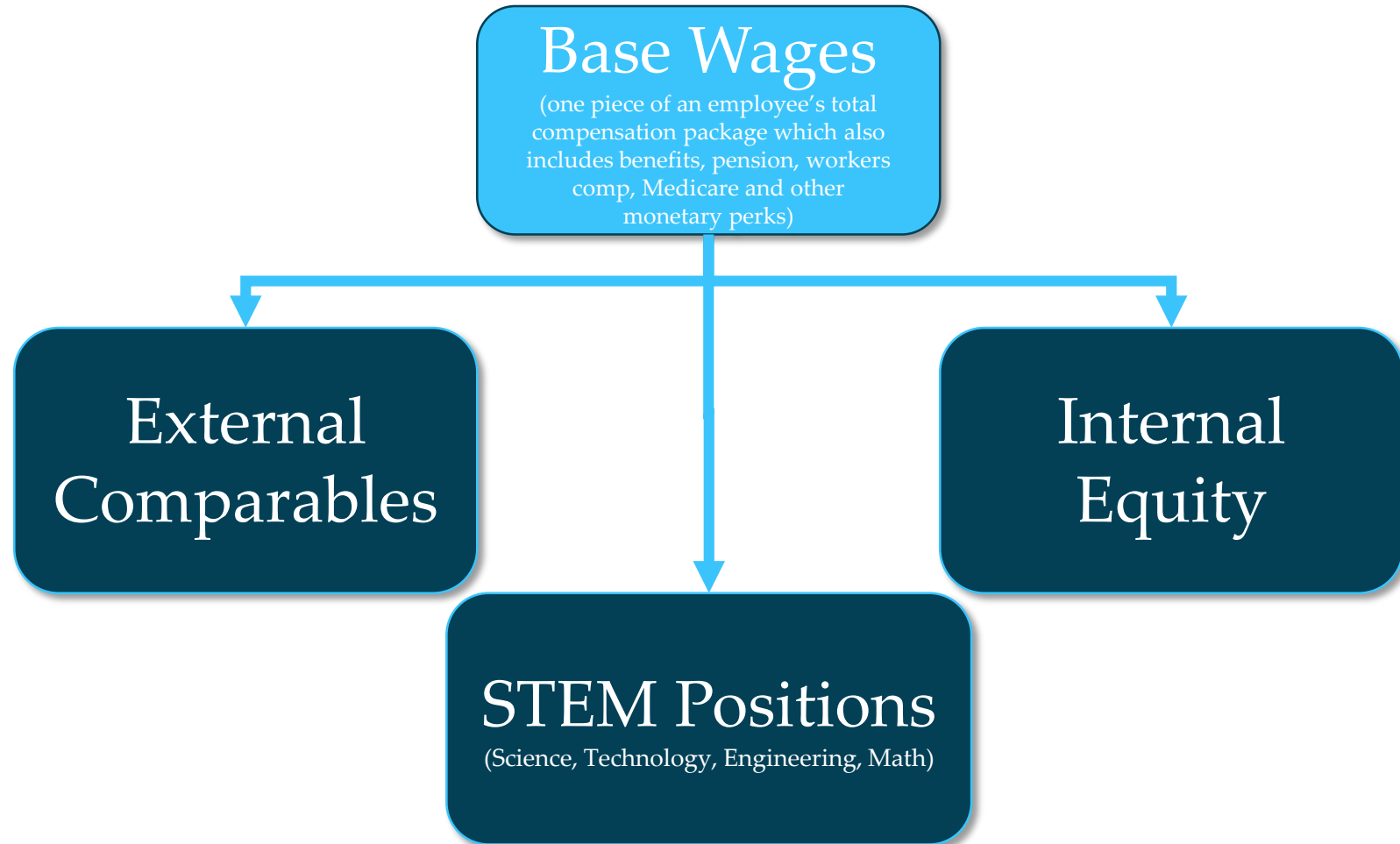
Originally
Adopted on:
3/26/2018



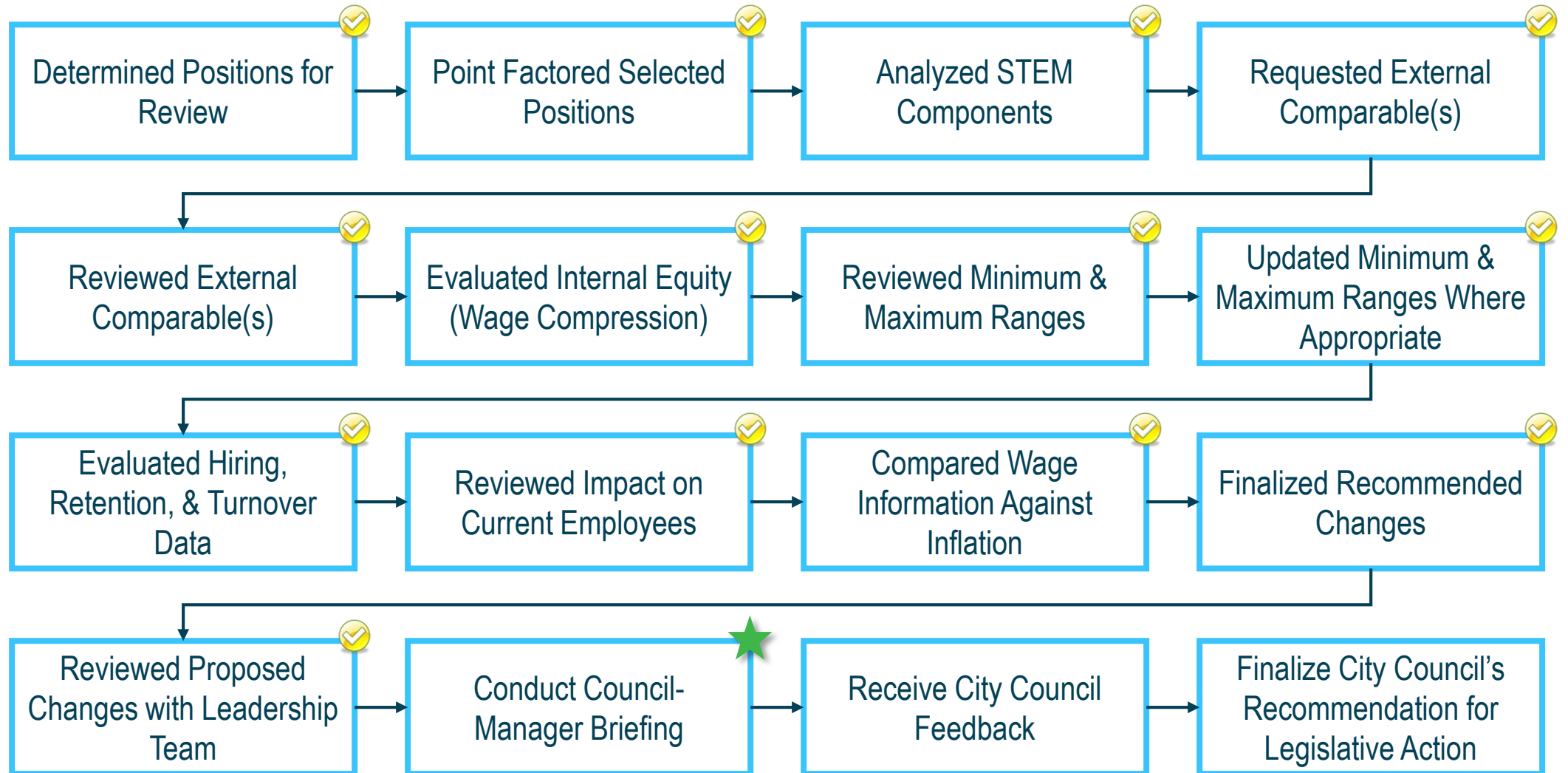
Considerations

- The City's considerations included:
 - ✓ Appropriateness and necessity of 14 Pay Grades for an organization our size.
 - ✓ Minimum and Maximum ranges of the Pay Grades.
 - ✓ Point-factoring assignments of various positions.
 - ✓ Changes to the needs and demands of City Operations.
 - ✓ Wage Compression

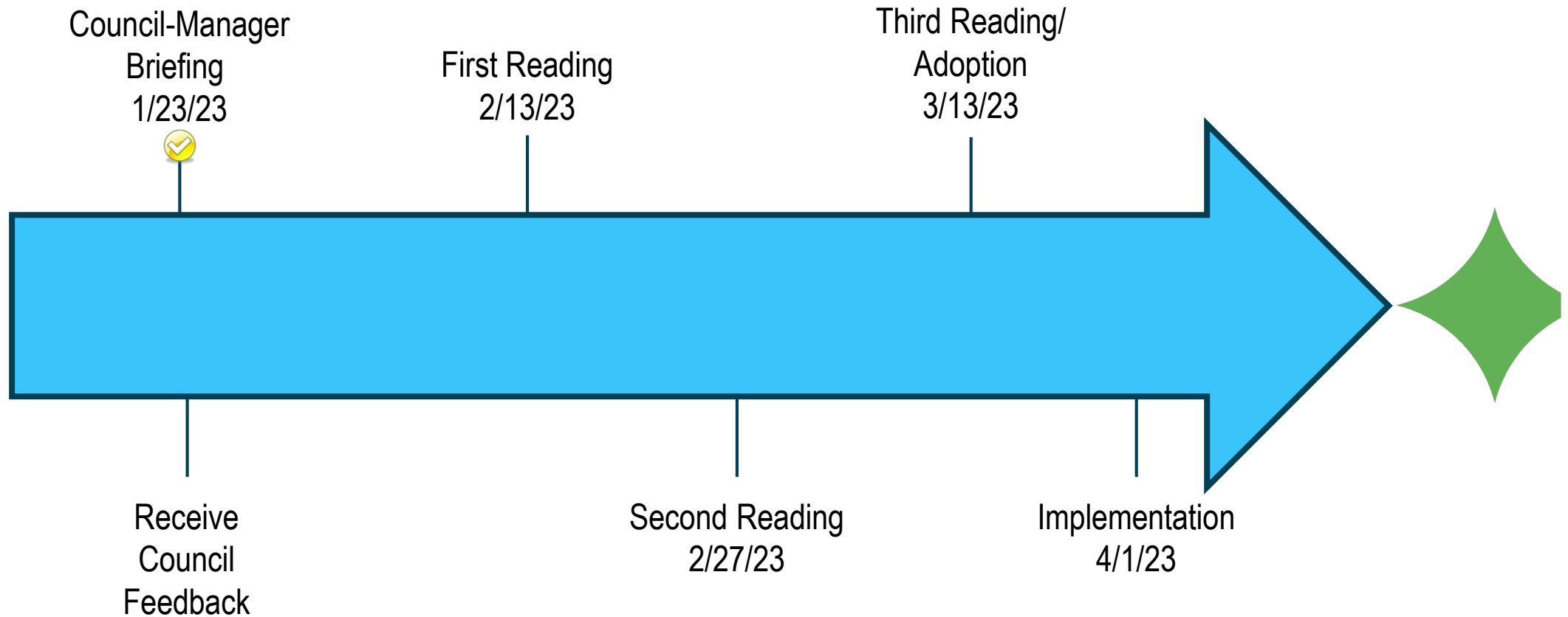
Additional Considerations



Process



Process - Timeline



Proposal

- Collapse Pay Grades from 14 to 7
- Adjust minimum and maximum as follows:

Current Pay Grade	Current Minimum	Current Midpoint	Current Maximum	Proposed Pay Grade	Proposed Minimum	Proposed Midpoint	Proposed Maximum
1	\$ 18.90	\$ 23.15	\$ 27.41	1	\$ 19.85	\$ 26.39	\$ 32.94
2	\$ 20.22	\$ 24.77	\$ 29.33				
3	\$ 21.64	\$ 26.51	\$ 31.37				
4	\$ 23.15	\$ 28.36	\$ 33.57	2	\$ 24.31	\$ 32.34	\$ 40.36
5	\$ 24.77	\$ 30.35	\$ 35.92				
6	\$ 26.51	\$ 32.48	\$ 38.44				
7	\$ 28.36	\$ 34.74	\$ 41.13	3	\$ 29.78	\$ 37.99	\$ 46.21
8	\$ 30.35	\$ 37.18	\$ 44.01				
9	\$ 32.78	\$ 40.97	\$ 49.16	4	\$ 34.42	\$ 45.09	\$ 55.75
10	\$ 35.40	\$ 44.25	\$ 53.10				
11	\$ 38.23	\$ 47.79	\$ 57.35	5	\$ 40.14	\$ 52.59	\$ 65.04
12	\$ 41.29	\$ 51.61	\$ 61.94				
13	\$ 44.59	\$ 55.74	\$ 66.89	6	\$ 46.82	\$ 55.74	\$ 70.23
14	\$ 48.16	\$ 60.20	\$ 72.24	7	\$ 50.57	\$ 60.20	\$ 75.85



Justifications

- Collapse pay grades to maintain the integrity of point-factoring, while expanding the minimum and maximum of the entire range to give more flexibility to consider candidate qualities which may justify a higher entry offer.
- Group positions in pay grades with graduated yet comparable duties and responsibilities.
- Remove artificial constraints to reward high performing personnel, while maintaining sustainability of pay plan.
- Eliminate consequence of only one or two positions occupying a pay range.
- Retain flexibility to manage unclassified service pay plan without constant need for legislative amendment.
- Remove barriers for red-lined individuals to continue to grow wages, consistent with market analysis of position.
- Support different treatment of STEM positions that present challenges to hiring and retention in today's market.

STEM positions

- Positions Analyzed for STEM Increase
 - ✓ Information Technology
 - IT Manager
 - Senior Network Analyst
 - Network Analyst
 - GIS Analyst
 - Help Desk Technician
 - ✓ Building and Zoning
 - Superintendent of Building and Zoning
 - ✓ Public Works/Engineering
 - City Engineer
 - ✓ Public Utilities
 - Superintendent of Public Utilities – Field Operations
 - Superintendent of Public Utilities – Treatment Operations





FAIRFIELD

CITY OF OPPORTUNITY

Index to Supporting Data

- Excerpts of Clemans Nelson 2017 study and plan.
- Legislative Ordinance 28-18:
 - Adopted Clemans Nelson 14 Pay Grades and Pay Ranges
 - Modified placement of several positions within certain pay ranges
- Legislative Ordinance No. 20-20:
 - Minimum and Maximum of Unclassified Service Pay Grades were increased by 5%,
 - Several positions were eliminated or reclassified as follows:
 - Theater Coordinator added to Pay Grade 2, Theater Technical Manager position eliminated,
 - Payroll Administrator position reclassified from Pay Grade 3 to Pay Grade 4,
 - Human Resource Assistant position eliminated from Pay Grade 4 and Human Resources Coordinator position added to Pay Grade 5,
 - Landscape Design Architect renamed Landscape Coordinator in Pay Range 6,
 - Arts & Hospitality Superintendent eliminated in Pay Grade 9,
 - Two Deputy Fire Chief and Three Major/Deputy Police Chiefs positions reclassified from Pay Grade 11 to Pay Grade 12

Index to Supporting Data

- Legislative Ordinance 115-20:
Communications Manager position was downgraded from Pay Grade 9 to Pay Grade 8
Development Manager position was eliminated and replaced with Neighborhood Development Manager Position in Pay Grade 8
City Engineer position was separated from Deputy Public Works Director position and was downgraded from Pay Grade 12 to Pay Grade 10
- Current Ordinance No-154-22 with updated Unclassified Service Pay Plan and Position List
Several positions were eliminated, added or reclassified as follows:
Accountant was added to Pay Grade 6
Accounting Supervisor and Utility Collections Supervisor were reclassified in Pay Grade 9, due to the elimination of the Financial Services Manager position and reassignment of the position duties
Construction Superintendent was reclassified to Construction Manager and downgraded to Pay Grade 8
- Wage rates charts from comparable jurisdictions supporting pay ranges and equity adjustments for certain positions



Index to Supporting Data

- Ohio Cities average percentage of increases for non-bargaining unit employees in 2022 (MVRMA survey)
- Spreadsheet reflecting compression of select hourly wage rates of bargaining unit with non-bargaining unit positions. Also, 16 of top 26 gross wage earners in 2022 were members of bargaining units.
- US Bureau of Labor statistics report
- City of Fairfield turnover data for 2022
- Private Sector STEM positions wage comparables
- Inflation data and future forecasts