

ORDINANCE NO. 2015-5

AN ORDINANCE TO AMEND SECTION 147.05 (HOURLY EMPLOYEES) OF THE  
CODIFIED ORDINANCES AND DECLARING AN EMERGENCY

BE IT ORDAINED, by the Council of the City of Parma Heights, County of Cuyahoga,  
and State of Ohio:

Section 1. That Section 147.05, Hourly Employees, of the Codified Ordinances is  
amended to read as follows:

147.05 DEPARTMENT EMPLOYEES.

In the Department of Public Service there shall be the following members:

Classification of Members by Job Description.

(a) Supervisors. The supervisors shall be responsible for the assignment of all personnel  
within the Department performing garbage and rubbish collection duties, street maintenance and  
repair, park maintenance, public building maintenance, equipment and vehicle maintenance and  
such other duties as may be directed by the Mayor or the Director of Public Service.

(b) Foreman. The foreman shall assign the labor personnel of the Department and direct their  
activities. They shall keep accurate records of the hours worked by such employees and of the  
motor vehicle fuels and lubricants consumed. They shall perform such other duties as may be  
required of them from time to time by their superior.

(c) Mechanics Supervisor. The mechanics supervisor shall be responsible for the assignment  
of all personnel within the Mechanical Garage performing service, overhaul and maintenance on  
vehicles and equipment owned by the City and such other duties as may be directed by the  
Mayor or the Director of Public Service, including, but not limited to, service, overhaul and  
maintenance on vehicles and equipment owned by the City.

(d) Mechanic I. Employees in this classification are normally required to diagnose and  
perform all major and minor repairs on all types of vehicles, including automotive, light truck,  
heavy truck, heavy equipment and fire equipment. Must be knowledgeable of and able to repair  
gasoline and diesel engines, drivetrains, brake systems, steering systems, heating and air  
conditioning systems, cooling systems, electrical systems, hydraulic systems and on-board  
computers of all types of vehicles. Must be able to install needed special equipment required on  
City-owned vehicles and equipment. Employee must be experienced in all types of welding,  
including oxygen-acetylene (cutting and brazing), arc (vertical and overhead), mig, aluminum  
and stainless steel. Will be required from time to time to fabricate certain needed parts for  
various assignments and operate a sandblaster in a safe manner. Employee must be skilled in  
vehicle refinishing, including panel repair, body work and vehicle painting. Employee may be  
required to perform other work of a similar nature as directed by supervision. Employee in this  
classification may be assigned to perform work normally performed by employees in other  
classifications in the Public Service Department, but without a reduction in their rate of pay  
unless they bump into a lower paying classification in order to avoid a layoff. The City shall not  
be required to have any number of employees in this classification at any time.

(e) Mechanic II. Employees in this classification are normally required to diagnose and  
perform all major and minor repairs on all automobiles, light trucks and heavy trucks owned by  
the City. Employee must also be able to assist the Mechanic I on all major and minor repairs on  
heavy equipment and fire equipment. Employee must be knowledgeable of and able to repair

gasoline and basic diesel engines, drivetrains, brake systems, steering systems, heating and air conditioning systems, cooling systems, electrical systems and on-board computers of all types of vehicles. Employee must be experienced in basic types of welding, including oxygen-acetylene (cutting and brazing), arc and mig. Employee may be required to perform other work of a similar nature as directed by supervision. Employee in this classification may be assigned to perform work normally performed by employees in other classifications in the Public Service Department, but without a reduction in their rate of pay unless they bump into a lower paying classification in order to avoid a layoff. The City shall not be required to have any number of employees in this classification at any time.

(f) Mechanic's Helper. Employees in this classification are normally required to assist a Mechanic I and/or Mechanic II in the service, overhaul and maintenance of all equipment owned by the City. Employee will perform routine inspections, service and preventive maintenance on all vehicles and equipment. Employee will be knowledgeable in all aspects of basic automotive system functions and must be experienced in small engine repairs, including two-cycle engines. Employee will be skilled in mounting, balancing and repairs of all sizes of tires. Employee will also pick-up needed parts from various suppliers. Employee must assist in vehicle refinishing, including, but not limited to, sanding, preparation, panel repair, body work and vehicle painting. Employee may be required to perform other work of a similar nature as directed by supervision. Employee in this classification may be assigned to perform work normally performed by employees in other classifications in the Public Service Department, but without a reduction in their rate of pay unless they bump into a lower paying classification in order to avoid a layoff. Whenever an employee in this classification of Mechanic's Helper is assigned by supervision to work involving vehicle refinishing, such employee shall be paid the rate established for the classification of Mechanic II for the hours engaged in such assignment. The City shall not be required to have any number of employees in this classification at any time.

(g) Mechanic's Helper (Probationary). Employees in this classification are at entry level in the Mechanical Garage of the Public Service Department, perform the same duties as employees in the classification of Mechanic's Helper, are not members of the bargaining unit, are paid at a rate that is one dollar (\$1.00) per hour below that paid employees in the classification of Mechanic's Helper and, upon satisfactorily completing six months of probationary service, are transferred to the classification of Mechanic's Helper.

(h) Serviceman Grade I. Employees in this classification are assigned to perform the duties of Serviceman Grade II and Serviceman Grade III and, in addition, operate multiple types of heavy equipment used by the City, such as vac-alls, back-hoes, asphalt rollers, graders, street sweepers, front-end loaders, salt spreader trucks and bombardier sidewalk plows, and perform skilled maintenance work such as masonry repairs and maintenance, cement refinishing and repairs, plumbing maintenance, carpentry maintenance, electrical maintenance and sign-making work as required by supervision. Employees in this classification are assigned to perform work also performed by employees in other classifications in the Service Department, but without a reduction in their rate of pay unless they bump into a lower paying classification in order to avoid a layoff.

(i) Serviceman Grade II. Employees in this classification are assigned to perform the duties of a Serviceman Grade III and, in addition, may be assigned to operate a refuse collection truck. An employee assigned to operate a refuse collection truck leads the activities of the employees assigned to the truck and is responsible for their activities. Employees in this classification are assigned to perform work also performed by employees in other classifications in the Service

Department, but without a reduction in their rate of pay unless they bump into a lower paying classification in order to avoid a layoff.

(j) Serviceman Grade III. Employees in this classification perform manual labor such as refuse collection, ditch and sewer construction and maintenance, road repair work and other types of physical labor if required, under the supervision of a Foreman or other supervisor or of an employee of higher classification, and may operate one or more types of light equipment under five tons capacity.

(k) Serviceman Grade III (Probationary). Employees in this classification are at entry level in the Department of Public Service, perform the same duties as employees in the classification of Serviceman Grade III, are not members of the bargaining unit, are paid at a rate that is one dollar (\$1.00) below that paid employees in the classification of Serviceman Grade III and, upon satisfactorily completing six months of probationary service, are transferred to the classification of Serviceman Grade III.

(l) Serviceman Grade IV. Employees in this classification shall be those employees who work on a part-time, seasonal or temporary basis in the Service Department of the City.

Section 2. That Section 147.05 (Hourly Employees), as it heretofore existed is repealed effective immediately.

Section 3. This Council finds and determines that all formal actions of this Council concerning and relating to the adoption of this Ordinance were taken in an open meeting of this Council and that all deliberations of the Council and of any of its Committees comprised of a majority of the members of the Council that resulted in those formal actions were in meetings open to the public, in compliance with the law.

Section 4. This Council declares this Ordinance to be an emergency measure for the immediate preservation of the public health, peace and safety of this municipality and for the further reason that it is immediately necessary to amend Section 147.05 to provide for Department Employees in the Department of Public Service; wherefore, it shall be in full force and effect immediately after its passage by Council and approval by the Mayor.

PASSED: 2-9-2015

A. J. McKay  
PRESIDENT OF COUNCIL PRO-TEM

ATTEST: Florence A. Bohdan

2-9-2015  
APPROVED

FILED WITH  
THE MAYOR: 2-9-2015

Steve Selc  
ACTING MAYOR