

TEMPORARY ORDINANCE NO. 2-25

PERMANENT ORDINANCE NO. _____

AN ORDINANCE TO AMEND PERMANENT ORDINANCE 54-24 AND TO
DECLARE AN EMERGENCY

WHEREAS, Permanent Ordinance 54-24 established the benefits, titles, and compensation for those employees who are not members of the recognized bargaining units employed by the City of Lancaster, Ohio for the year 2025; and

WHEREAS, recent changes to staffing in the Municipal Court Clerk's Office necessitate changes to employee positions and pay ranges; now, therefore,

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF LANCASTER, STATE OF OHIO:

SECTION 1. That Permanent Ordinance 54-24 is hereby amended, pursuant to Exhibit A, effective as of January 6, 2025.

SECTION 2. That this Ordinance is declared to be an emergency measure necessary for the immediate preservation of the public peace, health and safety of the City, and for the further reason that this Ordinance is necessary to accurately reflect the appropriate pay range for the position; wherefore this Ordinance shall be in full force and effect immediately upon its passage and approval by the Mayor.

Passed: _____ after _____ reading. Vote: Yeas _____ Nays _____

Approved: _____

President of Council

Clerk: _____

Mayor

Offered by: _____

Second by: _____

Requested by Finance Committee

I, Anitra Scott, Clerk of Council do hereby certify that on _____, 2025 the Lancaster Eagle Gazette published the summary of this ordinance in accordance with Ohio Revised Code 731.24.

Clerk of Council



Law Director	Clerical Assistant	B	1
	Paralegal	H	3
	Office Manager	I	1
Mayor	Executive Assistant	L	1
Municipal Court-Clerk	Deputy Clerk, I	A	3
	Deputy Clerk, II	C	56
	Deputy Clerk, II	E	1
	1 st Deputy/ Civil Traffic	E	1
	1 st Deputy/Criminal	F	1
	1 st Deputy/ Traffic Civil	F	1
	Administrative Assistant	L	1
	Chief Deputy Clerk	N	1
Police	Administrative Assistant III	I	1
Sanitation	Administrative Assistant II	G	2
Service-Safety	Office Manager	J	1
Storm Water Utility (through 1/31/25)	Administrative Assistant II	G	1
	Storm Water Inspector	I	1
	Storm Water Specialist III	J	1
	Storm Water Engineer I	O	1
Transportation	Administrative Assistant II	G	1
Treasurer	Finance Specialist	J	1
Utilities	Customer Service Manager	H	1
Water	Administrative Assistant II	G	1
WPC	Administrative Assistant II	G	1

SECTION 2. PAY SCALE.

The Pay Scale for employees referenced in Section 1 of this Ordinance above, is set forth in the attached Exhibit A. The Pay Scale is effective Payroll 1, 2025.

SECTION 3. RETIREMENT PICK-UP.

Employees under this Ordinance do not receive retirement pension pick up.

SECTION 4. LONGEVITY PAY.

Employees covered by this ordinance, who were hired on or after January 1, 2006, are not eligible to receive this benefit.

Full-time employees covered by this Ordinance, who were hired on or before December 31, 2005, shall, after five years of continuous service with the City, receive a \$3.25 bi-weekly payment for each year of service. An employee shall be paid longevity pay commencing January 1st of the year in which the anniversary of employment occurs.