ORDINANCE C-31-26

AN ORDINANCE TO AMEND VARIOUS SECTIONS OF CHAPTER 161 OF THE CODIFIED ORDINANCES TITLED EMPLOYMENT PROVISIONS FOR CITY EMPLOYEES

WHEREAS, a review of Chapter 161 of the Codified Ordinances has been conducted by the City Administration; and

WHEREAS, due to staffing changes, it is necessary to adjust the number of employees; and

WHEREAS, the current increases for union members reflected below are a result of recent negotiations with the various unions and are updated to reflect the current collective bargaining agreements; and

WHEREAS, in addition to the union adjustments, other non-union staff members were also adjusted.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF GROVE CITY, STATE OF OHIO, THAT:

SECTION 1. Section 161.07(d) is hereby repealed and all Sections below are hereby renumbered with the following amendments to (~~g~~**f**):

(~~g~~**f**) Conversion. At any time, an eligible employee, as defined in Section 161.01 (e), who has accumulated ~~and maintains three hundred sixty (360) or more hours of~~ unused sick leave shall be given the option of converting unused sick leave earned with the City for paid compensation of fifty percent of the total hours at the employee's regular base rate of pay; (for example, one hundred (100) hours will yield a total of fifty (50) hours of pay multiplied by the employee's regular base rate). ~~No employee conversion per this section may result in such employee maintaining less than a minimum of three hundred sixty (360) hours~~. (Ord. C25-13. Passed 5-6-13.)

SECTION 2. Section 161.09(a)(1) titled Annual Uniform Allowance is by amended to read as follows:

(a)(1) The Police chief shall receive an annual clothing and equipment allowance for one thousand ~~two~~ **four** hundred (~~1,200~~ **1,400**) dollars per year payable in semi-annual payments of ~~six~~ **seven** hundred (~~600~~ **700**) dollars in January and July of each calendar year.

SECTION 3. Section 161.09(b) titled Personal Expenses is hereby amended as follows:

(1) Any eligible employee, as defined in Section 161.01(e), authorized by the City Administrator to engage in or upon official business ~~within Franklin County~~ for or on behalf of the City may be reimbursed for all or part of any expense incurred. Such employee shall submit a statement of expenses with such supporting data as the Director of Finance or City Administrator requires.

(h) Employees not taking City Health Insurance, Major Medical and Hospitalization. Employees electing not to take such City insurance coverage ~~and who are not covered under any other City insurance policy for the entire calendar year~~ shall receive **a pro-rated** ~~the following~~ payment in December for that year: (Ord. C76-10. Passed 12-20-10.)

(1) Employees eligible for family coverage but taking no coverage ~~$2,300~~ **$5,000;**

(2) Employees eligible for family coverage but taking single coverage ~~$1,300~~ **$3,000;**

(3) Employees eligible for single coverage but taking no coverage ~~$1,300~~ **$3,000**.

SECTION 4. Section 161.10 is hereby amended to read, in part:

Job#	Organization Identification	Job Title	FLSA Exemption	Classification Plan	FTE Max. Number	Pay Grade	Minimum/ Maximum
0513	**City Council**	**Administrative Secretary 1**	**N**	**U**	**1**	**4**	**$21.60 - 37.68**
1211	Administration	Community Relations **Officer** ~~Division Chief~~	E	C	1	11	$48.00 - 77.00
1312	Administration	Court Account Specialist	N	C	1	CBA	~~$19.89 – 34.18~~ **20.69 – 38.45 Thru 4/20/28**
1513	Administration	Court Account Clerk	N	C	2	CBA	~~$18.35 -29.96~~ **19.08 – 33.70 Thru 4/20/28**
1551	All	Part Time	N	U	N/A		~~$15.00~~ **$20.00** - 48.00
2111	Finance	Finance Director	E	U	1	12	~~$51.00 - 80.00~~ **$65.00 – 85.00**
3111	Information Systems	Information Systems Director	E	U	1	12	~~$51.00 - 80.00~~ **$65.00 – 85.00**
5111	Parks and Recreation	Parks and Recreation Director	E	U	1	12	~~$51.00 - 80.00~~ **$65.00 – 85.00**
7111	Service	Public Service Director	E	U	1	12	~~$51.00 - 80.00~~ **$65.00 – 85.00**
6615	Service/Parks	Service Technician	N	C	25	CBA	~~$21.99 - 34.49~~ **$22.87 -38.80 Thru 4/20/28**
7111	Development	Development Director	E	U	1	12	~~$51.00 - 80.00~~ **$65.00 – 85.00**
8111	Safety	Safety Director	E	U	1	12	~~$51.00 - 80.00~~ **$65.00 – 85.00**
8112	Safety - Buildings	Building Chief Official	E	C	1	~~11~~ **12**	~~$48.00 - 77.00~~ **$65.00 – 85.00**
8213	Safety - Buildings	Inspection Manager	N	C	1	~~7~~ **9**	~~$28.75 - 50.15~~ **$34.78 - 60.68**
8311	Safety- Buildings	Building Plans Examiner	N	C	1	~~8~~ **9**	~~$31.62 - 55.16~~ **$34.78 - 60.68**
8411	Safety - Buildings	Inspector	N	C	5	~~6~~ **8**	~~$26.13 - 45.59~~ **$31.62 - 55.16**
8512	Safety - Buildings	Accounts and Systems Coordinator	N	C	1	4 **5**	~~$21.60 - 37.68~~ **$23.76 - 41.45**
8513	Safety - Buildings	Building Permit Coordinator	N	C	1	4 **5**	~~$21.60 - 37.68~~ **$23.76 - 41.45**
9111	Safety - Police	Police Chief	E	C	1	~~11~~ **12**	~~$48.00 - 77.00~~ **$65.00 – 85.00**

9212	Safety - Police	Police Lieutenant	N	C	3	CBA	**$71.46 – 77.29 (thru 12/31/27)**
9413	Safety - Police	9-1-1 Public Safety Communications Dispatcher	N	C	14	CBA	~~**Step 5**~~ $26.47 - 39.16 thru 12/31/202 6)
9512	Safety - Police	Police Account Clerk	N	C	2	CBA	~~$18.35 – 29.96~~ **19.08 – 33.70 Thru 4/20/28**
9911	Safety - Police	Police Sergeant	N	C	~~8~~ **9**	CBA	**$63.40 – 68.58 (thru 12/31/27)**
9912	Safety - Police	Police Officer	N	C	59	CBA	**$55.02 – 59.71 (thru 12/31/27)**

SECTION 5. Section 161.11(a) titled Tuition Reimbursement Program, is hereby amended to read:

(a) Approval of Coursework. All full-time, ~~and~~ part-time, and **seasonal employees** shall be eligible to participate in the City's Tuition Reimbursement Program. Under this program, ~~each~~ employees ~~shall~~ **may** be eligible for a maximum of five thousand dollars ($5,000) in reimbursement per calendar year for tuition, ~~and~~ books, **and supplies** of ~~in~~ courses of instruction voluntarily undertaken. **Principal or interest on any Qualified Education Loan is also eligible reimbursement to the employee if permitted by the Internal Revenue Service provisions**.

Courses of instruction eligible for reimbursement under this program shall include courses necessary for job-related degree programs or courses of study not necessarily within a job-related degree program but which are still job-related. In addition, only coursework provided, **in person or on-line**, by a recognized institution (e.g. college, university, community college, post-secondary technical school, etc.) shall be eligible for reimbursement under this program. No reimbursement shall be approved for correspondence courses. Reimbursement **payments are only made to the employee**. ~~shall include cost for all registration fees and textbooks.~~

SECTION 6. This Ordinance shall take effect at the earliest opportunity allowed by law.

Ted A. Berry, President of Council

Passed: 07-20-2026

Richard L. Stage, Mayor

Effective: 08-20-2026

Attest:

Tami K. Kelly, MMC, Clerk of Council

I certify that this ordinance is correct as to form.

Stephen J. Smith, Director of Law