ORDINANCE NO. 2026-32
Introduced by Monty Tapp

AN ORDINANCE AMENDING SECTION 161.04 POSITION AND SALARY SCHEDULE OF THE HURON CODIFIED ORDINANCES; AND DECLARING AN EMERGENCY.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF HURON, OHIO:

SECTION 1. That Section 164.04 Position and Salary Schedule of the Codified Ordinances of the City of Huron, Ohio, having been previously adopted in Ordinance No. 2025-32 on December 9, 2025, **WHICH CURRENTLY READS AS FOLLOWS, (refer to Exhibit "1" attached)** shall be and hereby is amended.

SECTION 2. That, Section 164.04 Position and Salary Schedule, of the Codified Ordinances of the City of Huron, Ohio is hereby amended to read as follows **(refer to Exhibit "2" attached).**

SECTION 3. It is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this Ordinance were adopted in an open meeting of this Council and that all deliberations of this Council and any of its committees that resulted in such formal action were in meetings open to the public in compliance with all legal requirements, including O. R.C. 121.22.

SECTION 4. To implement the established salary to take effect November 22, 2026, this Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety and general welfare; wherefore, this Ordinance shall be in full force and effect from and immediately after its passage.

Monty Tapp, Mayor

ATTEST: _____
Clerk of Council

ADOPTED: 10 NOV 2026

EXHIBIT "1"

161.04 POSITION AND SALARY SCHEDULE.

(a) The position and salary schedule, marked Exhibit "A", which is attached hereto and made a part of this Code shall be effective as of January 1, 2026.

(b) The Personnel Officer, in conjunction with department and division heads and subject to the approval of the City Manager, shall annually review and make recommendations to Council for changes in the following schedule.

(c) The adopted position and salary schedule shall provide the basis for compensation of all municipal employees. The City Manager shall adopt an administrative policy, subject to approval of the City Council, to address those positions which are in existence and have not attained the minimum base salary range or have exceeded the maximum base salary range. A position may be assigned a salary lower than the minimum base salary range or higher than the maximum base salary range provided for that salary grade of that position, but is subject to administrative policy. Prior to appointment of a new employee, the City Manager shall consult the position and salary schedule for determination of placement within the relevant classification. Appointments shall normally be made at the minimum rate for the specified pay scale. Evaluation of an appointee's qualifications and experience shall be considered and may provide the basis for compensation in excess of the minimum base salary.

(d) Salary increases within an established range shall not be automatic, but can be given on the following bases:

(1) A merit increase recommended, in writing, to the City Manager by the appropriate department or division head and approved by the City Manager. Such a recommendation is to be based on standards of performance or other pertinent data.

(2) A merit increase recommended and approved by the City Manager. Such a recommendation is to be based on standards of performance or other pertinent data.

(3) An across the board increase granted to all salaried employees and recommended by the City Manager.

(4) A change in the employee's classification.

(e) Salary increases granted on the basis of subsection (d)(1), (2) and (3) hereof are dependent on the provisions of moneys appropriated in the annual appropriation ordinance. Salary increases granted on the basis of subsection (d)(1) and (2) hereof shall not be granted to an employee more frequently than once in each six months. No salary advancement shall be given before the employee completes the first six months of his probationary period. However, when the minimum salary for the particular position is increased during such employee's probationary period, such employee shall be compensated at such higher salary from the date of the passage of the salary ordinance.

(f) The salary rate established for an employee shall represent his total remuneration, not including reimbursement for official travel and except as otherwise provided, in this chapter (overtime pay, cost-of-living allowance, premium pay and/or on-call status). No reward, gift or other thing of value received from any source for the performance of his duties shall be retained by an employee. Notwithstanding the foregoing, employees of the Police Division, during off-duty time, may accept special duty assignments for police work only when authorized by the Police Chief.

(g) Whenever an employee works for a period less than the regularly established number of hours per day, days per week or weeks per month, the amount paid shall be proportionate to the time actually employed.

(h) All full-time salaried employees except department heads, administrative employees and Fire Division employees shall be compensated for each hour worked in excess of forty hours per week at a rate equal to one and one-half times their straight rate.

All full-time employees of the Fire Division shall be compensated for each hour worked in excess of 212 hours during any twenty-eight day work period at a rate equal to one and one-half times their straight rate.

Authorization of all overtime shall be under the control of the City Manager. If any fulltime salaried employee, other than department and division heads, requests the City Manager to grant compensatory time off in lieu of compensation for such employee's authorized overtime, the City Manager shall be authorized but not required to allow such request.

The City Manager shall be authorized, but not required, to grant compensatory time off to those administrative employees not entitled to overtime compensation at such times and to such extent that the City Manager, in his sole discretion deems justifiable under the circumstances relating to each such administrative employee.

(i) (EDITOR'S NOTE: This subsection was repealed by Ordinance 1988-2, passed January 25, 1988.)

(j) Except as otherwise provided in any one or more controlling collective bargaining agreements, each employee of the Division of Utilities and of the Division of Streets and Parks, when placed on an "on call" basis by the department or division head, shall receive compensation in addition to his regular salary in an amount equal to two (2) hours of such employee's regular rate for each such twenty-four (24) hour period that the employee is on call. Such "on call" pay shall be in addition to pay for actual hours worked on call.

(Ord. 1976-35. Passed 12-13-76; Ord. 1980-10. Passed 2-4-80; Ord. 1982-2. Passed 1-25-82; Ord. 1983-30. Passed 11-28-83; Ord. 1985-20. Passed 7-22-85; Ord. 1985-32. Passed 12-16-85; Ord. 1986-2. Passed 1-13-86; Ord. 2014-33. Passed 12-23-14. Ord. 2012-61. Passed 11-22-22.)

EXHIBIT "A"

CITY OF HURON
FULL TIME POSITION AND SALARY SCHEDULE

		BASE SALARY RANGE	
POSITION TITLE	Pay Scale	Min.	Max.
Water Superintendent	5	$65,000	$110,000
Parks and Recreation Director			
Assistant Finance Director	4	$55,000	$95,000
Building & Zoning Manager			
Parks and Recreation Operations Manager			
Technology Manager			
Service Manger			
Clerk of Court			
Parks and Municipal Ground Coordinator	3	$45,000	$75,000
Boat Basin Facility Manager			
Executive Administrative Assistant/Clerk of Council			
Finance Specialist			
Probation Officer			
Zoning Inspector - FT	2	$35,000	$65,000
Planning & Zoning Secretary			
Deputy Clerk of Court			
Administrative Assistant - Communications			
Parks Maintenance Worker I			
Municipal Judge	1	$35,500	$35,500
Administrative Assistant	1	$25,000	$55,000

Part Time and Seasonal Position Salary Schedule		
	BASE SALARY RANGE	
POSITION TITLE	Min.	Max.
Prosecutor	$20,000	$50,000
Personnel Officer		
Deputy Court Clerk	$11/hr.	$25.00/hr.
Police/Dispatch Secretary		
Police Officer		
Court Bailiff/Court Security Officer		
Finance Clerk		
Customer Service Clerk		
General Maintenance Worker	$11/hr.	$24.00/hr.
Zoning Inspector - PT		
Administrative Assistant		
Street Maintenance		
Parks Maintenance	$11/hr.	$17.00/hr.
Recreation		
Dockhand		
Basic EMT/FF	$12.00/hr.	$17.00/hr.
Basic Paramedic/FF	$15.00/hr.	$20.00/hr.

(Ord. 2025-32; Passed 12-9-25)

EXHIBIT "2"

161.04 POSITION AND SALARY SCHEDULE.

(a) The position and salary schedule, marked Exhibit "A", which is attached hereto and made a part of this Code shall be effective as of November 1, 2026.

(b) The Personnel Officer, in conjunction with department and division heads and subject to the approval of the City Manager, shall annually review and make recommendations to Council for changes in the following schedule.

(c) The adopted position and salary schedule shall provide the basis for compensation of all municipal employees. The City Manager shall adopt an administrative policy, subject to approval of the City Council, to address those positions which are in existence and have not attained the minimum base salary range or have exceeded the maximum base salary range. A position may be assigned a salary lower than the minimum base salary range or higher than the maximum base salary range provided for that salary grade of that position, but is subject to administrative policy. Prior to appointment of a new employee, the City Manager shall consult the position and salary schedule for determination of placement within the relevant classification. Appointments shall normally be made at the minimum rate for the specified pay scale. Evaluation of an appointee's qualifications and experience shall be considered and may provide the basis for compensation in excess of the minimum base salary.

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Zoning Inspector - PT		
Administrative Assistant		
Street Maintenance		
Parks Maintenance	$11/hr.	$17.00/hr.
Recreation		
Dockhand		
Basic EMT/FF	$14.50/hr.	$19.50/hr.
Basic Paramedic/FF	$17.50/hr.	$22.50/hr.

(Ord. 2026-32; Passed 10-27-26)