

**CITY OF OAK GROVE KENTUCKY
ORDINANCE 2024-20**

**AN ORDINANCE BY THE CITY OF OAK GROVE, KENTUCKY
ESTABLISHING A CLASSIFICATION AND COMPENSATION PLAN FOR CITY
EMPLOYEES**

WHEREAS, the purpose of the classification plan is to classify all city jobs in accordance with duties, responsibilities, and requirements; and

WHEREAS, the purpose of the compensation plan is to recruit and retain employees, and to ensure market/internal structure alignment; and

WHEREAS, the classification and compensation plan will provide for consistent and fair treatment of all employees, and will be free from favoritism, partiality, or discrimination for improper reasons; and

WHEREAS, the City Council believes that the implementation of the classification and compensation plan is in the best interests of the City of Oak Grove, its employees, and its citizens

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY OF OAK GROVE, KENTUCKY
THAT ORDINANCE NO. 2024-20 IS HEREBY READ AS FOLLOWS:**

SECTION ONE—CITY COUNCIL TO PROVIDE PAY GRADE AND RANGE

It shall be the sole responsibility of the Oak Grove City Council to provide pay grades and pay ranges sufficient to provide for continued recruitment and retention of qualified personnel to carry out the goals and objectives established by the Mayor, City Council, and local, state and federal laws. City Council shall review and revise the classification and compensation plan annually based on market analysis and consumer price index.

SECTION TWO-ESTABLISHMENT OF PAY GRADE

A. The pay grade of each job position shall be set by the City of Oak Grove Compensation Table and Position Grade Assignment labeled "Exhibit 1" and incorporated by reference herein;

B. When the duties of a position are changed, it may be necessary to be assigned a different pay grade. Upon recommendation by the Mayor or his/her designee, the City Council shall determine a new pay grade for the position.

SECTION THREE-ESTABLISHMENT OF PAY RANGE

A. The pay ranges of the City shall be as set forth in the City of Oak Grove Compensation Table and Position Grade Assignment labeled "Exhibit 1" and incorporated by reference herein;

B. The classification and compensation plan shall be amended, suspended, or repealed only by a change of ordinance.

SECTION FOUR-ESTABLISHMENT OF PAY LEVEL WITHIN A PAY GRADE

Within the pay grades set by the City Council and within the city's annual budget for salaries, it shall be the sole responsibility of the Mayor, based on the recommendation of appropriate supervisors, to establish the pay level of all city employees.

SECTION FIVE-ESTABLISHMENT OF MANPOWER LEVEL

Manpower levels for each department shall be determined through the annual budget ordinance.

SECTION SIX-ADMINISTRATION OF CLASSIFICATION AND COMPENSATION PLAN

Regulations for administering the City's classification and compensation plan will be contained in the city's personnel policies, which are adopted by municipal order by City Council.

SECTION SEVEN- SEVERABILITY CLAUSE

It is the legislative body's intent that the provisions of this ordinance are to be severable, and that if a part of this ordinance is to be invalid, the findings do not necessarily invalidate the entire ordinance.

SECTION EIGHT-EFFECTIVE DATE

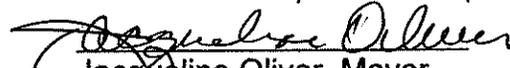
This ordinance shall take effect after its passage and publication according to law.

Date of First Reading of Ordinance: December 3, 2024

Date of Second Reading of Ordinance: December 17, 2024

Date of Publication of Ordinance: December 24, 2024

Ordinance published in: The Kentucky New Era


Jacqueline Oliver, Mayor

ATTEST:


Lorelynn Fisher, City Clerk

This advertisement was paid for by the City of Oak Grove using taxpayers' dollars in the amount of \$44868.

Certification

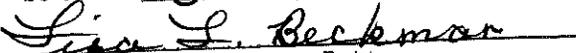
I, Lorelynn Fisher, do hereby certify that I am the duly appointed clerk of the City of Oak Grove, Kentucky, and that the foregoing Ordinance is a true and correct copy of an ordinance duly adopted at a meeting of the City Council on December 17, 2024, that the Ordinance referred to therein is in the form presented to said meeting and in the form executed, and the said ordinance appears as a matter of public record in the Official City Ordinance Book and is in full force and effect.

IN TESTIMONY WHEREOF, witness my signature on this 18 day of Dec. 2024.

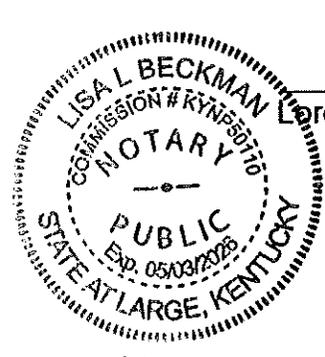
State of Kentucky

County of Christian

The foregoing instrument was acknowledged before me 18 day of December 2024.


Your Name Here. Notary Public

My Commission Expires May 3, 2026.




Lorelynn Fisher, City Clerk

**COMPENSATION TABLE &
POSITION GRADE ASSIGNMENT
July 9, 2024**

GRADE	MINIMUM	MIDPOINT	MAXIMUM
32	\$31,896.38	\$37,337.03	\$43,705.72
33	\$33,905.85	\$39,689.27	\$46,459.18
Customer Service Representative Trainee (Utilities)			
Temporary-Part Time Maintenance Worker (Roads and Grounds)			
34	\$36,041.91	\$42,189.69	\$49,386.11
Police Dispatcher Trainee			
Utility Maintenance Technician Floater (Public Works)			
Water/Roads Operator Apprentice (Public Works)			
35	\$38,312.56	\$44,847.64	\$52,497.44
City Administrative Assistant (City Hall)			
Customer Service Representative (Community Center/Utilities)			
Firefighter-Part time			
Water Operator I (Utilities)			
36	\$40,726.25	\$47,673.04	\$55,804.77
Animal Control Officer (Police)			
Dispatcher (Police)			
Police Patrol Officer/Cadet			
Records Clerk (Police)			
Water Operator II (Utilities)			
37	\$43,292.00	\$50,676.44	\$59,320.48
Heavy Equipment Operator (Public Works)			

38 \$46,019.40 \$53,869.06 \$63,057.67
Code Enforcement Officer/Zoning Inspector (Public Works)
Crew Leader/Roads & Grounds (Public Works)
Police Patrol Officer/Trainee
Water Operator III (Utilities)

39 \$48,918.62 \$57,262.81 \$67,030.30
Firefighter-Full Time

40 \$52,000.49 \$60,870.37 \$71,253.21
City Maintenance Supervisor (Public Works)
Police Patrol Officer

41 \$55,276.52 \$64,705.20 \$75,742.16
Accounting Support Specialist (Payables and Receivables)
Deputy City Clerk (City Hall)
Dispatcher Supervisor/Records Clerk (Police)
Field Training Officer/Corporal
Utility Office Manager

42 \$58,758.94 \$68,781.63 \$80,513.92
Police Investigator/Sergeant Supervisor
Police Sergeant Shift Supervisor

43 \$62,460.76 \$73,114.87 \$85,586.29
Human Resources & Payroll Coordinator

44 \$66,395.78 \$77,721.11 \$90,978.23
Firefighter Lieutenant
Police Officer Lieutenant

45 \$70,578.72 \$82,617.54 \$96,709.86

Field Operations Manager (Public Works)

Firefighter Captain

Police Officer Captain

46 \$75,025.18 \$87,822.44 \$102,802.58

Assistant Public Works Director (Public Works/Utilities)

47 \$79,751.76 \$93,355.26 \$109,279.14

Assistant Fire Chief

Major/Assistant Police Chief

EXEC \$85,817.03 \$101,923.71 \$121,053.39

City Clerk

Community Center/Parks and Recreation Director

Finance Director

Fire Chief

Police Chief

Public Works Director

AFFP
2024-20

Affidavit of Publication

STATE OF KY)
COUNTY OF CHRISTIAN) SS

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ORDINANCE 2024-20

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Melanie Miller, being duly sworn, says:

That she is Accounting Clerk of the Kentucky New Era, a newspaper of general circulation, printed and published in Hopkinsville, Christian County, KY; that the publication, a copy of which is attached hereto, was published in the said newspaper on the following dates:

December 24, 2024

WHEREAS, the purpose of the classification plan is to classify all city jobs in accordance with duties, responsibilities, and requirements; and

WHEREAS, the purpose of the compensation plan is to recruit and retain employees, and to ensure market/internal structure alignment; and

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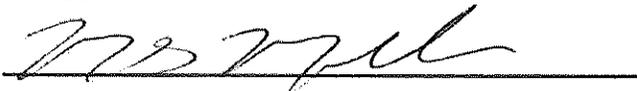
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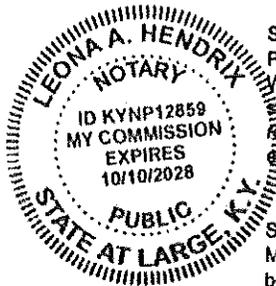
Publisher's Fee: \$ 468.88

That said newspaper was regularly issued and circulated on those dates.

SIGNED:



Subscribed to and sworn to me this 24th day of December 2024.



00007747 71127917

LORELYNN FISHER
City of Oak Grove
8505 Pembroke Oak Grove Rd
Oak Grove, KY 42262

SECTION SEVEN- SEVERABILITY CLAUSE

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EXHIBIT 1

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Finance Director			
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Police Chief			
Public Works Director			

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