

**ORDINANCE 2025-11
CITY OF OAK GROVE KENTUCKY**

**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. 2025-11 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B. The classification and compensation plan shall be amended, suspended, or repealed only by a change of ordinance.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: May 29, 2025

Date of Second Reading of Ordinance: June 3, 2025

Date of Publication of Ordinance: JUNE 7, 2025

Ordinance published in: The Kentucky New Era

ATTEST:

Lorelynn Fisher, City Clerk

Jacqueline Oliver, Mayor

This advertisement was paid for by the City of Oak Grove using taxpayers' dollars in the amount of \$474.93.

Certification

I, Lorelynn Fisher, do hereby certify that I am the duly appointed City 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 June 3, 2025, 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.

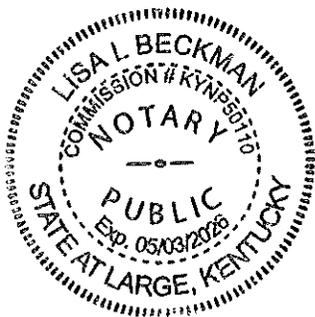
IN TESTIMONY WHEREOF, witness my signature on this 4 day of JUNE 2025.

State of Kentucky
County of Christian

The foregoing instrument was acknowledged before me 4 day of June 2025

Lisa L. Beckman
Your Name Here. Notary Public

My Commission Expires May 3, 2026

Lorelynn Fisher, City Clerk

**COMPENSATION TABLE &
POSITION GRADE ASSIGNMENT
July 1, 2025**

<u>GRADE</u>	<u>MINIMUM</u>	<u>MIDPOINT</u>	<u>MAXIMUM</u>
<u>32</u>	<u>\$32,853.27</u>	<u>\$38,457.14</u>	<u>\$44,016.89</u>
<u>33</u>	<u>\$34,923.03</u>	<u>\$40,879.95</u>	<u>\$47,852.96</u>
Customer Service Representative Trainee (Utilities) Temporary-Part Time Maintenance Worker (Roads and Grounds)			
<u>34</u>	<u>\$37,123.17</u>	<u>\$43,455.38</u>	<u>\$50,867.69</u>
Police Dispatcher Trainee Utility Maintenance Technician Floater (Public Works) Water/Roads Operator Apprentice (Public Works)			
<u>35</u>	<u>\$39,461.94</u>	<u>\$46,193.07</u>	<u>\$54,072.36</u>
City Administrative Assistant (City Hall) Customer Service Representative (Community Center/Utilities) Firefighter-Part time Water Operator I (Utilities)			
<u>36</u>	<u>\$41,948.04</u>	<u>\$49,103.23</u>	<u>\$57,478.91</u>
Animal Control Officer (Police) Dispatcher (Police) Police Patrol Officer/Cadet Records Clerk (Police) Water Operator II (Utilities)			
<u>37</u>	<u>\$44,590.76</u>	<u>\$52,196.73</u>	<u>\$61,100.09</u>
Heavy Equipment Operator (Public Works)			

45 \$72,696.08 \$84,696.07 \$99,611.16

Field Operations Manager (Public Works)

Firefighter Captain

Police Officer Captain

46 \$77,275.93 \$89,457.11 \$105,886.66

Assistant Public Works Director (Public Works/Utilities)

47 \$82,144.31 \$94,155.92 \$112,557.51

Assistant Fire Chief

Major/Assistant Police Chief

EXEC \$88,391.54 \$104,981.42 \$124,684.99

City Clerk

Community Center/Parks and Recreation Director

Finance Director

Fire Chief

Police Chief

Public Works Director

AFFP
ORDINANCE NO. 2025-11

Affidavit of Publication

STATE OF KY) SS nullnullnull
COUNTY OF CHRISTIAN)

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:

June 07, 2025

Publisher's Fee: \$ 474.93

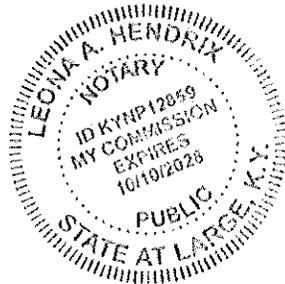
That said newspaper was regularly issued and circulated on those dates.

SIGNED:

Melanie Miller

Subscribed to and sworn to me this 7th day of June 2025.

Leona A Hendrix



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