

**ORDINANCE NO. 82-24**

**AN ORDINANCE AMENDING SECTION 31.05 AND 31.02 (B)(5) AND (B)(6) OF THE SALARIES AND BENEFITS CODE OF THE CITY OF MEDINA, OHIO RELATIVE TO THE MEDINA MUNICIPAL COURT PROBATION DEPARTMENT, AND DECLARING AN EMERGENCY.**

**WHEREAS:** Section 31.05 of the Salaries and Benefits Code of the City of Medina, Ohio presently reads as follows pertaining to the Medina Municipal Court:

<u>Number</u>	<u>Classification</u>	<u>Steps Authorized</u>
1	Chief Probation Officer ****	16 A-F
1	Deputy Chief Probation Officer	10 A-F
1	Court Reporter	11 A-F
1	Probation Officer/Specialized Docket	8 A-F
1	Probation Secretary*	5 A-F
1	Assignment Commissioner	6 A-F
1	Building and Properties Custodian	31 A-F
1	Intensive Supervision Probation Officer**	Sec. 31.02(B)(6)
1	Probation Officer/Group Facilitator*****	Sec. 31.02(B)(6)
1	Court Security Officer*****(part/time)	Sec. 31.02(B)(5)
1	Building Custodian (part/time)	Sec. 31.02(B)(5)

\*That the position of Probation Secretary may be filled by more than one person, not to exceed forty-eight (48) hours in one week if filled by two part-time positions, and shall be paid from the Probation Services Fund.

\*\* Positions effective to June 30, 2021 from Intensive Supervision Grant. The Intensive Supervision Probation Officer shall receive health care, vacation, sick, and holiday benefits as set forth herein for full time employees. Position of Intensive Supervision Probation Officer may be full or part-time as dictated by grant.

\*\*\*\* For the position of Chief Probation Officer, Account No. 001-0705 of the General Fund will absorb wages up to Pay Grade 13F. The balance of the funding for this position shall come from Account No. 161-0705, Probation Services Fund.

\*\*\*\*\*The position of Court Security Officer may be filled by more than one person.

\*\*\*\*\*The position of Probation Officer/Group Facilitator shall receive health care, vacation, sick and holiday benefits as set forth herein for full time employees. Position of Probation Officer/Group Facilitator can be full or part-time as dictated by the grant. Currently, as of January 13, 2020 – 11.5 hours/week are being paid from JRIG Grant and 28.5 hours/week from the CCA Grant.

**WHEREAS:** Section 31.02 (B)(5) and (B)(6) of the Salaries and Benefits Code of the City of Medina, Ohio presently reads as follows pertaining to the Medina Municipal Court:

(5) **MUNICIPAL COURT**

Court Security Officers\*\*

Hourly Rate  
Pay Grade 6A

Building Custodian  
Judicial Aid

Pay Grade 55A  
\$18.00/hr. – O.R.C. 1901.33

\*\*The position of Court Security Officer may be filled by more than one person.

**(6) MUNICIPAL COURT GRANT POSITIONS**

	<u>Hourly Rate</u>
1 Intensive Supervision Probation Officer* Part Time	\$25.94/hr. – July 1, 2023 \$26.85/hr. – January 1, 2024 \$27.59/hr. – January 1, 2025
1 Probation Officer/Group Facilitator**	\$28.60/hr. – July 2023 \$29.60/hr. – January 2024 \$30.64/hr. – January 2025

\*Positions effective July 1, 2023 to June 30, 2025. The Intensive Supervision Probation Officer shall receive health care, vacation, sick and holiday benefits as set forth herein for full time employees. Position of Intensive Supervision Probation Officer may be full or part-time as dictated by grant.

\*\*Position of Probation Officer/Group Facilitator shall receive health care, vacation, sick and holiday benefits as set forth herein for full time employees. Position of Probation Officer/Group Facilitator can be full or part-time as dictated by grant. Currently, as of January 13, 2020 – 11.5 hours/week are being paid from JRIG Grant and 28.5 hours/week from the CCA Grant.

**NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF MEDINA, OHIO:**

**SEC. 1:** That Section 31.05 of the Salaries and Benefits Code of the City of Medina, Ohio shall be amended to read as follows pertaining to the Medina Municipal Court.

<u>Number</u>	<u>Classification</u>	<u>Steps Authorized</u>
1	Chief Probation Officer ****	16 A-F
1	Deputy Chief Probation Officer	10 A-F
1	Court Reporter	11 A-F
<b>1</b>	<b>Probation Officer</b>	<b>7 A-F</b>
1	Probation Officer/Specialized Docket <u>**</u>	8 A-F
1	Probation Secretary*	5 A-F
1	Assignment Commissioner	6 A-F
1	Building and Properties Custodian	31 A-F
<del>1</del>	<del>Intensive Supervision Probation Officer**</del>	<del>Sec. 31.02(B)(6)</del>
1	Probation Officer/Group Facilitator*****	Sec. 31.02(B)(6)
1	Court Security Officer***** (part/time)	Sec. 31.02(B)(5)
1	Building Custodian (part/time)	Sec. 31.02(B)(5)

\*That the position of Probation Secretary may be filled by more than one person, not to exceed forty-eight (48) hours in one week if filled by two part-time positions, and shall be paid from the Probation Services Fund.

**\*\* The Probation Officer/Specialized Docket employee is getting paid for 24 hrs./each week**

from the Veteran’s Court Specialized Docket Subsidy Fund acct. #109-0757.

~~\*\* Positions effective to June 30, 2021 from Intensive Supervision Grant. The Intensive Supervision Probation Officer shall receive health care, vacation, sick, and holiday benefits as set forth herein for full time employees. Position of Intensive Supervision Probation Officer may be full or part-time as dictated by grant.~~

\*\*\*\* For the position of Chief Probation Officer, Account No. 001-0705 of the General Fund will absorb wages up to Pay Grade 13F. The balance of the funding for this position shall come from Account No. 161-0705, Probation Services Fund.

\*\*\*\*\*The position of Court Security Officer may be filled by more than one person.

\*\*\*\*\*The position of Probation Officer/Group Facilitator shall receive health care, vacation, sick and holiday benefits as set forth herein for full time employees. Position of Probation Officer/Group Facilitator can be full or part-time as dictated by the grant. Currently, as of January 13, 2020 – 11.5 hours/week are being paid from JRIG Grant and 28.5 hours/week from the CCA Grant.

**SEC. 2:** That Section 31.02 (B)(5) and (B)(6) of the Salaries and Benefits Code of the City of Medina, Ohio shall be amended to read as follows pertaining to the Medina Municipal Court:

(5) **MUNICIPAL COURT**

	<u>Hourly Rate</u>
Court Security Officers**	Pay Grade 6A
Building Custodian	Pay Grade 55A
Judicial Aid	\$18.00/hr. – O.R.C. 1901.33
<b>1 Part-Time Probation Officer</b>	<b>7 A-F</b>

\*\*The position of Court Security Officer may be filled by more than one person.

(6) **MUNICIPAL COURT GRANT POSITIONS**

	<u>Hourly Rate</u>
1 Intensive Supervision Probation Officer*	\$25.94/hr. – July 1, 2023
Part Time	\$26.85/hr. – January 1, 2024
	\$27.59/hr. – January 1, 2025
1 Probation Officer/Group Facilitator**	\$28.60/hr. – July 2023
	\$29.60/hr. – January 2024
	\$30.64/hr. – January 2025

\*Positions effective July 1, 2023 to June 30, 2025. ~~The Intensive Supervision Probation Officer shall receive health care, vacation, sick and holiday benefits as set forth herein for full time employees. Position of Intensive Supervision Probation Officer may be full or part-time as dictated by grant.~~

\*\*Position of Probation Officer/Group Facilitator shall receive health care, vacation, sick and holiday benefits as set forth herein for full time employees. Position of Probation Officer/Group Facilitator can be full or part-time as dictated by grant. Currently, as of January 13, 2020 – 11.5 hours/week are being paid from JRIG Grant and 28.5 hours/week from the CCA Grant.

**SEC. 3:** That it is 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 the law.

**SEC. 4: That this Ordinance shall be effective retroactive to March 25, 2024.**

**SEC. 5:** That this Ordinance shall be considered an emergency measure necessary for the immediate preservation of the public peace, health and safety, and for the further reason Kevin Ross was hired as a Probation Officer on March 25, 2024; wherefore, this Ordinance shall be in full force and effect immediately upon its passage and signature by the Mayor.

**PASSED: April 9, 2024**

**SIGNED: John M. Coyne, III  
President of Council**

**ATTEST: Kathy Patton  
Clerk of Council**

**APPROVED: April 9, 2024**

**SIGNED: Dennis Hanwell  
Mayor**