

TO: Village Council and Mayor Brown  
FROM: Finance Committee, Rob Bartlett - Chair  
RE: Proposed Change to Salary Ordinances  
DATE: December 12, 2023

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The Finance Committee met on Tuesday, December 12, 2023 at 4:00 pm in Council Chambers to discuss the annual salary increases for Mariemont employees in 2024. Present at the meeting were Finance Committee members Rob Bartlett, Kelly Rankin, and Marcy Lewis. Also in attendance were Chuck Barlow, Joanee Van Pelt, Allison Uhrig, Rick Hines, Bob Van Stone and Ben James.

Salary data was collected from a number of neighboring communities of similar size to see how Mariemont’s salaries compared for different roles. The goal of the committee is for Mariemont’s roles to be in the middle of their salary range. To be clear, the salaries that are being voted on establish the maximum pay for each role and are based on what the marketplace is paying for that role. The salary ranges are not indicative of the performance of the person in the role. The direct manager is the person who manages the individual’s salary based on performance using the salary ranges and the annual bonus. Attached are two documents which show where Mariemont’s maximum salaries stand relative to the other communities, as well as an attachment with the proposed increase in the maximum salary for each role.

For full-time and part-time employees, the Finance Committee is recommending a base increase of 3%. For those roles that were not in the middle of the salary range, adjustments were made to the percent increase to move the roles closer to the average. The salary changes in the attached were unanimously approved by the committee. These changes would go into effect with the second pay period in April, which would start on April 14, 2024.

Respectfully Submitted,

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Rob Bartlett, Chairman

\_\_\_\_\_  
Marcy Lewis, Vice-Chairman

\_\_\_\_\_  
Kelly Rankin, Member

Goal: our roles should pay close to the average of the same or similar roles in similar sized communities

Role	Current Max	Proposed Max	% Increase	Comment
<b>Department Heads</b>				
Police Chief	\$132,324.63	\$136,294.37	3%	Pay is commensurate with other Police Chiefs who have multiple responsibilities
Tax Administrator	\$71,825.61	\$73,262.12	2%	Highest paid of 2 communities. Bring closer to average salary
Fiscal Officer	\$40,000.00	\$40,000.00	0%	Salary just set in November, 2023
Senior Administrative Assistant	\$73,804.96	\$76,019.11	3%	When this role is consolidated with the Fiscal Officer role, we will reset the salary to the average for Fiscal Officers
Maintenance Superintendent	\$86,618.87	\$77,250.00	NA	Highest among 4 communities. With turnover in the role, resetting to projected average among other 3 communities
<b>Police Department</b>				
Lieutenant	\$102,541.99	\$105,874.60	3.25%	#5 out of 8 communities and 2% below average. Slightly larger to get closer to average salary excluding Mariemont
Sargent	\$94,853.44	\$97,936.18	3.25%	#4 out of 7 communities and 1% below average. Slightly larger to get closer to average salary excluding Mariemont
Patrolman	\$88,496.19	\$91,151.08	3%	#5 of 8 communities, but slightly above average salary excluding Mariemont
Police Staff Assistant	\$60,351.00	\$62,161.53	3%	#4 of 8 communities and equal to average
School Resource Officer	\$59,646.36	\$61,435.75	3%	No benchmark. Chief Hines believes 3% is sufficient
Crossing Guard	\$14.15/hr	\$14.57/hr	3%	No benchmark. Chief Hines believes 3% is sufficient
<b>Fire Department</b>				
Assistant Fire Chief	\$75,000	\$92,018	22.7%	2024 is a full time salary; current Assistant Fire Chief is working 30 hours/week, so well within range
Fire: EMT Step 1	\$14.92/hr	\$15.26/hr	2.25%	Preference is to invest more in Medic roles
Fire: EMT Step 2	\$15.75/hr	\$16.10/hr	2.25%	Preference is to invest more in Medic roles

Fire: Medic Step 2	\$20.22/hr	\$20.88/hr	3.25%	#4 out of 7 communities, 1% below average
Fire: Lieutenant	\$23.46/hr	\$24.22/hr	3.25%	#4 out of 7 communities, 1% below average
Fire: Captain	\$24.54/hr	\$25.34/hr	3.25%	#4 out of 7 communities, 1% below average
Service Department				
Labor Mechanic	\$32.34/hr	\$32.34/hr	0%	This role will not be filled in 2024
Service Department Laborers	\$30.18/hr	\$31.09/hr	3%	#2 of 4 communities. Very close to #1 and #3
Other Roles				
Administrative Assistant	\$49,874.66	\$51,495.59	3.25%	#2 of 3 communities. 3% below average
Village Engineer	\$55.73/hr	\$57.40/hr	3%	
Village Engineer	\$1,500	\$1,500	0%	Prioritize increase in hourly rate
Zoning Officer	\$20.00/hr	\$21.00/hr	5%	#2 of 3 communities. Did not receive pay increase last year
IT Administrator	\$44.58/hr	\$44.58/hr	0%	IT support to be contracted out in 2024
Part-Time Tax Clerk	\$21.00/hr	\$21.50/hr	2.4%	To enable pay increase to \$21/hr in 2024
Swim Pool				
Swim Pool Manager	\$15,000	\$15,450	3%	Proposed by Pool Commission
Swim Pool Assistant Manager	\$15.00/hr	\$15.45/hr	3%	Proposed by Pool Commission
Swim Pool Lifeguards	\$13.50/hr	\$13.91/hr	3%	Proposed by Pool Commission
Snack/Gate (16 years old or younger)	\$9.50/hr	\$9.79/hr	3%	Proposed by Pool Commission
Snack/Gate (older than 16)	\$10.10/hr	\$10.45/hr	3.5%	2024 Ohio minimum wage for those over age 16

2022 Salary for Other Full Time Employees

<u>Agency</u>	<u>Tax</u>		<u>Admin</u>	<u>Payroll/</u>		<u>Maintenance</u>		<u>Zoning</u>
	<u>Adminstrator</u>	<u>Assistant</u>	<u>Assistant</u>	<u>Clerk</u>	<u>Fiscal Officer</u>	<u>Superintendent</u>	<u>Mechanic (\$/hr)</u>	
Terrace Park*			\$45,000	\$45,000				volunteer
Fairfax	\$46,155			\$71,027		\$68,700		\$29.58
Newtown		\$58,240		\$72,800		\$77,250		\$29.06
Mariemont*	\$71,826	\$49,875		\$73,805	\$40,000	\$74,880	\$32.33	\$25.50
Mariemont Rank	#1 of 2	#2 of 3		#1 of 4		\$86,619		\$29.30
average excl M'mont	\$46,155	\$51,620			\$62,942	#1 of 4	#1 of 1	#2 of 4
M'mont Diff vs. avg	56%	-3%		17%		\$73,610		\$28.05
						18%		4%

Terrace Park Admin Assistant is also their Fiscal Officer

Mariemont's Fiscal Officer is a part time role + Payroll/Clerk role

Newtown Fiscal Officer also oversees outsourcing of tax administration

2024 Salary Survey for Police and Fire

2023 Salaries

Police Comparable Agencies:	Union	Chief	Lieut.	Sgt.	P. O.	Clerk (\$/hr)	Last Salary		2022		2023		2024		2023		2024	
							Increase	3/2023	Increase	Percent	Increase	Percent	Increase	Percent	2023 salary	Cost	% Increase	2024 Salary
Wyoming	Y	\$128,645	\$115,000	\$103,445	\$89,963	\$61,818	Increase	3/2023	3%	3.50%	3.50%	Chief	1	\$132,325	\$132,325	3.00%	\$136,295	1
Terrace Park**	N	\$130,964	\$101,316	\$93,681	\$86,940	\$53,560	Increase	3/2023	2%	3%	3%	Lieut	2	\$102,542	\$205,084	3.25%	\$105,875	2
Madeira	Y	\$122,000	\$106,683	\$91,977	\$91,977	\$51,000	Increase	3/2023	3%	??	3.25	Sgt	1	\$94,853	\$94,853	3.25%	\$97,936	2
Fairfax	N	\$108,228	\$100,113	\$91,998	\$83,883	\$59,280	Increase	4/2023	3%	3%	3%	P.O.	6	\$88,496	\$530,976	3.00%	\$91,151	5
Amberley Village*	N	\$152,969	\$106,683	\$98,302	\$92,500	\$64,500	Increase	4/2023	4%	4%	5-5.5%	Clerk	1	\$60,351	\$60,351	3.00%	\$62,162	1
Everdale	N	\$132,392	\$113,932	\$103,575	\$91,659	\$73,986	Increase	1/2023	1%	6.50%	4.00%				\$1,023,589		\$38,242	
Glendale	N	\$104,000	\$91,458	\$84,323	\$77,875	\$58,011	Increase	3/2023	2%	5%	5%							
Marionmont*	N	\$132,325	\$102,542	\$94,853	\$88,496	\$60,351	Increase	4/2023	3%	3%	3%							
Marionmont Rank		\$125,600	\$105,026	\$95,887	\$87,828	\$60,308	Increase											
average excl. M'mont		5%	-2%	-1%	0%	0%												
M'mont Diff vs. avg		\$14,379	\$7,174	\$6,287	\$4,665	\$6,571						Resource Officer	1	\$59,646		3.00%	\$61,436	
Standard Deviation		0.5	-0.3	-0.2	0.1	0.0						Crossing Guards	?	\$14.15/hr		3.00%	\$14.57/hr	
M'mont # std dev																		

\*Note: Amberley Village and Marionmont administer both the PD and FD  
 \*\*Terrace Park Police Chief is also Administrator for the Village

Comparisons for Fire

Department	Asst Chief	Emit	Medic
Deer Park-Silverton	17.50	17.50	19.50
Little Miami	17.00	17.00	20.00
Milford			
Madeira-Indian Hill	17.22	17.22	21.38
Anderson Twp			
Anderson has no PT employees			
Marionmont	15.75	20.22	20.22
Harrison	20.89	24.31	24.31
Delhi	18.92	19.92	19.92
Montgomery	19.00	22.00	22.00
Deerfield Twp	16.50	20.00	20.00
Cheviot			
Marionmont Rank	#8 of 8	#4 of 8	#4 of 8
average excl. M'mont	\$18.15	\$21.02	\$21.02
M'mont Diff vs. avg	-13%	-4%	-4%
average excl Harrison	17.69	20.47	20.47
M'mont Diff vs. avg	-11%	-1%	-1%

Assistant Fire Chief currently being paid \$75,005, works 30 hours/wk  
 2023 Rate \$14.92  
 % Increase 2.25%  
 New Rate \$15.26  
 EMT Step 1 \$16.10  
 EMT Step 2 \$20.88  
 Medic Step 2 \$24.22  
 Supervisor 2 \$24.22  
 Lieutenant \$24.22  
 Captain \$25.34