



# The City of Zanesville

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Mayor-Council Government  
Donald Mason, Mayor

**Department of Public Service**  
Scott Brown, Director

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## MEMORANDUM

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**TO:** Zanesville City Council

**FROM:** Scott Brown, Director of Public Services

**DATE:** 4-8-2021

**Subject:** Ordinance 2021-30

This Memo outlines the changes proposed within Ordinance 2021-30. Currently, there are two separate job classifications for Vehicle Operators within all the Service Divisions, two separate job classifications for Plant Mechanics, three separate job classifications for Plant Operators and two separate job classifications for Water Metering. Through the bargaining process we streamlined positions and increased efficiencies.

The **FIRST** change is on page 4 (Streets) Division. There are (3) Vehicle Operator 1 positions and (1) Vehicle Operator 1 upgrade positions. Additionally, there are (2) Vehicle Operator 2 positions and (1) Vehicle Operator 2 upgrade positions. These positions have slightly different pay grades and have different job descriptions.

During the most recent contract negotiations both COZ and the AFSCME union identified how this current segregation in job duties limited both parties from successfully assigning job duties on a daily basis. Because both parties recognized this, both parties agreed to combined the job duties of both positions and create one Job classification called Vehicle Operator. This legislation will create 5 Vehicle Operator positions and 2 Vehicle Operator upgrade position. There is not a net gain or loss of total position within the (Street) Division.

The **Second** change is on page 5 (Cemetery) Division. Currently, there is (1) Vehicle Operator 1 job classification. This position is changed to (1) Vehicle Operator. There is not a net gain or loss of positions within the (Cemetery) Division.

The **THIRD** change is on page 6 (Water) Division. This change coordinates with the change that takes place in the (Sewer) Division also on page 6. Currently, there are two separate job classifications for Plant Mechanics. There are a total of (1) Plant Mechanic 2 positions at the (Water) Division and a total of (1) Plant Mechanic 2 positions at the (Sewer) Division. There are a total of (3) Plant Mechanic 1 positions at the (Sewer) Division. These positions have slightly different pay grades and have different job

descriptions. Both parties recognized during negotiations that this limited overlap and cross training. Because both parties recognized this, both parties agreed to combined the job duties of both positions and create one job classification called Plant Mechanic. This legislation will create a total of (1) Plant Mechanic in (Water) and (4) Plant Mechanics in (Sewer). There is not a net gain or loss of total positions within the (Water) and/or (Sewer) Divisions.

The **FOURTH** change is on page 6 (Water) Division. With the impending upgrades to COZ's water meters both parties agreed that a separate water meter classification may become obsolete. Both parties agreed to be proactive and look ahead at how to prevent job loss. Both parties agreed to incorporate all the various water meter responsibilities into the current Vehicle Operator job classification duties. Currently, there are (1) Service Meter Technician and (2) Water Meter Readers and (3) Vehicle Operators in the (Water) Division. This legislation will create a total of (6) Vehicle Operators in the (Water) Division. On average COZ repairs 200 water breaks a year. Currently, the Metering positions do not work on water breaks. (6) Vehicle Operators in (Water) gives the City a larger pool of employees to work after hours, will reduce burnout, and prevent job loss. There is not a net gain or loss of positions.

The **Fifth** change is on page 6 (Water) Division. This change coordinates with the change that takes place in the (Sewer) Division on page 7. Currently, in (Water) and in (Sewer) there are three classifications for Plant Operators. (3) Water Plant Operator 1 and (4) Wastewater Plant Operator 1 positions (1) Water Plant Operator 2 and (1) Wastewater Plant Operator 2 positions, and (2) Water Plant Operator 3 and (1) Wastewater Plant Operator 3 positions. Under the current plan if a Plant Operator 1 obtained an Operator class 2 or 3 OEPA license they could not get paid for this license unless a the Plant Operator 2 or 3 position comes available. The reason for this has to do with the job duties. The current Plant Operator 3 position is in charge of the daily operations of the plant. This job requires a class 3 license, but has added responsibilities by the City. Both parties recognized the limitations in the current classifications. Both parties agreed to add a license incentive pay for Plant Operators to obtain higher levels of certifications. The Current (Water) and (Sewer) Plant Operator 3 positions were retitled to Lead Operator with the same job duties. The Current (Water) and (Sewer) Operator 1 and 2 classifications were combined into one position called Plant Operator. A class 1 OEPA license is the minimum qualifications for the positions. If a Plant Operator obtains a class 2 and/or 3 OEPA license there is now a supplement to their pay classifications for the higher license. This ordinance has (4) (Water) Division Plant Operators and (5) (Sewer) Division Plant Operators. (1) (Water) Division Lead Operator and (1) (Sewer) Division Lead Operator. There is not a net gain or loss of positions.

The **Sixth** Change is on page 7 (Sewer) Division. Currently there are (1) Vehicle Operator 2 positions and (3) Vehicle Operator 1 positions. This legislation creates (4) Vehicle Operator positions. There is not a net gain or loss of positions.

Through the bargaining process, both COZ and the AFSCME union were able to streamline the job classifications, increase employees abilities to cross train, provide the City with greater flexibility with current staff, and preserve jobs. This legislation is the final piece needed to implement the new contract which has been ratified by the union and is set for ratification by COZ council.