

Salary Ordinance No. 2018-18

An ordinance fixing salaries of elected, appointed officers and employees of the City of Greenfield, Indiana, and certain employees of the Municipal Electric, Municipal Water, Municipal Sewage, Municipal Storm Water, Administrative, Clerical and others drawing such salaries in whole or part from municipal services of non-tax units owned by the City of Greenfield effective December 15, 2018, amending Chapter 36 of the Code of Ordinances, and repealing all ordinances in conflict therewith.

Section I (Tax Units)

BE IT ORDAINED BY THE COMMON COUNCIL OF THE CITY OF GREENFIELD, INDIANA, that the maximum annual salaries of elected officials, appointed officials and employees of the City of Greenfield shall be as follows:

<u>Mayor's Office</u>	<u>Hourly Pay</u>	<u>Annual Maximum</u>
Mayor	Exempt	79,567.50
Administrative Assistant	24.70	
 <u>Clerk-Treasurer's Office</u>		
Clerk-Treasurer	Exempt	74,263.00
Asst. Clerk-Treasurer	Exempt	46,865.00
Deputy Clerk-Treasurer (2)	24.05	
 <u>Common Council</u>		
Councilman (7 @ 5750.00)	Exempt	40,250.00
Board of Works Members (4 @ 5750.00)	Exempt	23,000.00
 <u>Human Resources</u>		
HR Director	Exempt	82,400.00
 <u>Animal Management</u>		
Superintendent	Exempt	60,118.19
Office Manager (1)	18.74	
Control Officer (2)	20.70 *	
Shelter Manager (1)	20.70 *	
Shelter Assistant (3)	18.90 *	
 <u>Engineering Department</u>		
Engineer**	Exempt	45,000.00
GIS Coordinator	28.49	
Public Works Inspector	25.64	
Administrative Assistant	21.63	

** Denotes Split Funding

Planning/Zoning Department

Planning Director	Exempt	68,346.18
Associate Planner	25.99	
Building Inspector II	27.37	
Building Inspector I	24.25	
Permit Tech	22.05	

Planning Commission Members - 9 Zoning Appeal Members - 5 17,775.00

◇ Members shall be paid \$75.00 per meeting attended.

<u>Information Tech Services</u>	<u>Hourly Pay</u>	<u>Annual Maximum</u>
IS Manager	Exempt	79,391.83
IS Tech III	34.55	
IS Tech II	30.90	
IS Tech I	28.54	

Riley Home

Hostess-max funding		35,140.00
---------------------	--	-----------

Police Department

		<u>Rank Pay</u>
Police Chief/Administrator (1)	Exempt	20,000.00
Major (1)	Exempt	11,960.00
Captain (2)	Exempt	8,756.80
Lieutenants (7)	*	6,656.00
Sergeants (7)	*	4,742.40
Corporal (4)	*	2,808.00
Patrolman- Senior – 3 rd year (19)	*	1,414.40
Patrolman - 1 st Class – 2 nd year (0)		0.00
Patrolman – 2 nd Class - 1 st year (1)		-1,788.80
Patrolman - Probationary (0)		-4,680.00
Crime Analyst (1)	22.80	
Administrative Assistant (1)	21.16	
Records Clerk (1)	21.16	
Parking Enforcement Officer	20.00	26,000.00
School Crossing Guards (6)	19.56 ***	
{***Per day worked - 180 day maximum}		

Base Pay for 2019 will be: \$50,496.30

Probation for 2019 will be \$45,816.30

Longevity Max \$3,000.00

There will be a total of 42 police officers (including Chief) on the Police Force of the City of Greenfield for the year of 2018. Patrol Officers have a 28-day work period; Civilian Employees work a standard 35-hour workweek, while Administrative Officers work a standard 40-hour workweek. It is hereby authorized for police officers to participate in, and receive additional compensation for, Operation Pullover Grants and DUI Enforcement grants administered by the Division of Traffic Safety, and Asset Forfeiture Equitable Sharing Programs administered by the Department of Justice or the Department of Treasury.

LONGEVITY BONUS

All full-time firefighters and police officers will receive an annual longevity bonus based upon completion of a full year of full-time employment. For each year of employment, an employee will receive \$150, not to exceed \$3000 per employee. Except for military leave, all unpaid time off will not be calculated as time of employment to mirror the rules for the 77 Fund time of service. Compensation will not be paid if employment is terminated voluntarily or involuntarily prior to the completed year of service.

This compensation will be paid on the first scheduled pay of the month following the month of your completed year of service. For the purposes of clarity and by way of illustration only, an employee hired on February 5, 2014, will receive \$450 as longevity compensation in that employee's paycheck on March 3, 2017 minus any applicable income tax withholdings. Employees with December anniversaries will receive compensation on the last scheduled pay of December.

<u>Fire</u>	<u>Hourly Pay</u>	<u>Annual Maximum</u>
		<u>Rank Pay</u>
Fire Chief (1)	Exempt	20,000.00
Deputy Chief (1)	Exempt	15,000.00
Division Chief (3)	Exempt	12,000.00
Battalion Chief (3)		9,000.00
Captain (4)		6,000.00
Lieutenant (4)		5,000.00
Corporal (25)		3,000.00
Sr. Firefighter (1)		1,500.00
Firefighter 1 st Class (4)		0.00
Private (3)		-2,936.44
Probationary Firefighter (3)		-5,732.17
Ambulance Billing Specialist (1)	23.53	
Paramedics (19 @ 3500)		
State Certified Fire Instructor (3 @ 1000.00)		
State Certified Fire Inspector (3 @ 1000.00)		
EMS Instructor (3 @ 1000.00)		
Public Education (3 @ 1000.00)		
Investigators (3 @ 1000.00)		
SCBA Technician (3 @ 1000.00)		
I. T. Technician (1 @ 1000.00)		
Hazardous Materials Coordinator (1 @ 1000.00)		
Technical Rescue Coordinator (1 @ 1000.00)		
Part-time Firefighter (5)	10.00	28,800.00
Volunteers 15 @ \$50/month		9,000.00
Volunteer Lieutenant (1@ 300.00)		300.00
Clergy		2,000.00

Base Pay for 2019 will be: \$50,496.30
 Probation for 2019 will be \$44,764.13
 Longevity Max \$3,000.00

The Fire Chief (1) shall be full-time, and meet the guidelines set out in IC 36-8-4-6. The Fire Chief shall be a licensed EMT and have at least a Master Firefighter's Certificate in Fire Tactics and Fire Management.

There will be a total of 49 firefighters in the department for the year of 2018. There will be only one chief. Volunteers and full time firefighters without take home vehicles will receive \$100.00/year fuel allowance. Full-time Firefighters/EMT, and Paramedics work a 28-day work period; the Fire Chief, Deputy Chief, Division Chief and the I.T. Technician will work a standard 40-hour workweek; Civilian Employees work a standard 35-hour workweek. If a certified paramedic is appointed to Deputy Chief; Division Chief; Battalion Chief; Captain; or Lieutenant, they will receive rank and medic pay.

LONGEVITY BONUS

All full-time firefighters and police officers will receive an annual longevity bonus based upon completion of a full year of full-time employment. For each year of employment, an employee with receive \$150 , not to exceed \$3000 per employee. Except for military leave, all unpaid time off will not be calculated as time of employment to mirror the rules for the 77 Fund time of service. Compensation will not be paid if employment is terminated voluntarily or involuntarily prior to the completed year of service.

This compensation will be paid on the first scheduled pay of the month following the month of your completed year of service. For the purposes of clarity and by way of illustration only, an employee hired on February 5, 2014, will receive \$450 as longevity compensation in that employee's paycheck on March 3, 2017 minus any applicable income tax withholdings. Employees with December anniversaries will receive compensation on the last scheduled pay of December.

<u>Park Department</u>	<u>Hourly Pay</u>	<u>Annual Maximum</u>
Superintendent	Exempt	63,614.70
Director - Sr. Citizens	24.63	
Program Coordinator	24.63	
Foreman	23.37 *	
Laborer (2)	18.74 *	
Administrative Assistant	21.22	
Customer Service	19.92	
Custodian	18.74	
Pre-School Director part-time	22.00	
Pool Manager	20.50	
Park Labor – max funding		80,000.00
Pool Labor - max funding		107,415.00
Risk Manager		500.00

<u>Street-Cemetery Department</u>	<u>Hourly Pay</u>	<u>Annual Maximum</u>
Commissioner	Exempt	72,170.88
Assistant Commissioner	28.72 *	
Street Maintenance Foreman	27.12 *	
Street Operations Foreman	27.12 *	
Master Road Builder (0)	23.72 *	
Road Builder (4)	22.13 *	
Apprentice Road Builder (5)	20.54 *	
Operations Assistant (0)	16.19 *	
Administrative Assistant	22.59	
Cemetery Foreman	27.12 *	
Cemetery Truck Driver (2)	20.54 *	

<u>Garage Department</u>	<u>Hourly Pay</u>	<u>Annual Maximum</u>
Garage Auto Tech I (2)	21.89	
Garage Auto Tech II (1)	19.89	
Secretary	17.81	

<u>Police Pension</u>	<u>Annual Maximum</u>
Secretary	500.00

<u>Fire Pension</u>	<u>Annual Maximum</u>
Secretary	500.00

All full time employees will receive a \$1000 stipend equaling \$38.46 per bi-weekly pay. Full time employment is defined as an employee who works an average of 1820 hours per year (35 hours per week) on a regularly scheduled basis. This increase will not be added to the employee base pay and will be reviewed on an annual basis.

Employees with an * by their salary qualify for stand-by pay. Employees on stand-by watch duty shall leave word at his or her home and with the department supervisor where the employee may be reached. Failure to do so will result in loss of stand-by pay. The Board of Works on any of the positions may establish stand-by pay; however, there shall be no more than 6 in Animal Management, 3 in Parks Department, 15 in Street/Cemetery, and 11 in the Police Department. Each employee on stand-by shall reflect on his/ her timesheet the date he/she was on stand-by to be paid a daily rate of \$15.80.

The employees of the Street department enrolled in the Road Scholar Course Program as designed by Indiana LTAP and Purdue University acknowledge that it is an 600-hour program. An employee shall work a minimum of 90 days prior to entering into the program. The following positions are excluded from enrolling in the Road Scholar Course Program: Commissioner, Assistant Commissioner, Street Maintenance Foreman, Street Operations Foreman, Administrative Assistant, Cemetery Foreman, Cemetery Truck Driver.

Section II (Non-Tax Units)

BE IT ORDAINED BY THE COMMON COUNCIL OF THE CITY OF GREENFIELD, INDIANA, that after the effective date to be: December 15, 2018, the maximum hourly and/or annual salaries of the employees of the Municipal Electric, Municipal Water, Municipal Wastewater Treatment & Collections, Municipal Storm Water, Administrative, Clerical, and others drawing such salaries in whole or in part, from the municipal services of non-tax units owned by the City of Greenfield for the 2019 year shall be as listed on the following pages:

<u>Customer Service Department (Utility Billing)</u>	<u>Hourly Pay</u>	<u>Annual Maximum</u>
Customer Service Department Manager	Exempt	61,857.08
Accounts & Billing Supervisor	24.40	
Customer Service Supervisor	23.88	
Customer Service Representative III	22.81	
Customer Service Representative II	22.01	
Customer Service Representative I	21.22	
Foreman – Meter Department (1)	29.98	
Meter Technician III (1)	26.48	
Meter Technician (1)	23.92	
Business Services Manager	Exempt	82,400.00
Utility Director	Exempt	109,192.63

<u>Electric Department</u>	<u>Hourly Pay</u>	<u>Annual Maximum</u>
Electric Utility Manager	Exempt	89,610.00
Engineering Services Manager	Exempt	92,700.00
Distribution Engineer (1)	35.31 *	
Line Foreman (1)	35.10 *	
Operations Manager (1)	34.65 *	
Reliability Coordinator (1)	33.74 *	
Journeyman Line Worker (9)	33.74 *	
Line Worker Class II (1)	32.22 *	
Line Worker Class I (0)	30.68 *	
Jr. Line Worker Class II (0)	29.16 *	
Jr. Line Worker Class I (0)	27.63 *	
Apprentice Line Worker Class VI (0)	26.11 *	
Apprentice Line Worker Class V (0)	24.60 *	
Apprentice Line Worker Class IV (2)	23.06 *	
Apprentice Line Worker Class III (0)	21.53 *	
Apprentice Line Worker Class II (0)	20.01 *	
Apprentice Line Worker Class I (0)	18.49 *	
Mapping/Records Admin. (1)	29.05 *	
Thermographer/Lineman Groundsman (1)	26.40 *	
Administrative Assistant (1)	21.22	

Water DepartmentHourly Pay Annual Maximum

Water Utility Manager	Exempt	71,163.15
Assistant Water Utility Manager (1)	33.56 *	
Sr. Plant Operator (0)	31.98 *	
Lead Water Plant Operator (2)	30.46 *	
Plant Operator (2)	28.93 *	
Plant Operator A (0)	27.42 *	
Plant Operator B (0)	25.87 *	
Plant Operator C (0)	24.35 *	
Plant Operator D (0)	22.84 *	
Plant Operator E (0)	21.30 *	
Plant Operator F (0)	19.13 *	
Water Distribution Supervisor (1)	32.43 *	
Senior Distribution Operator (1)	30.89 *	
Lead Distribution Operator (3)	29.42 *	
Distribution Operator (2)	27.95 *	
Distribution Operator A (0)	26.48 *	
Distribution Operator B (1)	25.01 *	
Distribution Operator C (1)	23.55 *	
Distribution Operator D (0)	22.06 *	
Distribution Operator E (0)	20.59 *	
Distribution Operator F (0)	19.13 *	
Operations Assistant (0)	16.19 *	
GIS Specialist (1)	28.93 *	
Cross Connection Prevention Specialist (0)	27.42 *	
Water Infrastructure Coordinator (1)	23.07	

WWTP and CollectionsHourly Pay Annual Maximum

Wastewater Utility Manager	Exempt	71,163.15
Infrastructure Systems Coordinator (1)	24.67	
Plant Foreman (1)	33.56 *	
Facilities Maintenance (1)	32.00 *	
Plant Operator III (1)	31.98 *	
Plant Operator II (3)	30.46 *	
Plant Operator I (0)	28.93 *	
Junior Operator II (2)	27.42 *	
Junior Operator I (2)	25.87 *	
Apprentice Operator VI (0)	24.35 *	
Apprentice Operator V (1)	22.84 *	
Apprentice Operator IV (0)	21.30 *	
Apprentice Operator III (0)	19.78 *	
Pipefitter Foreman (0)	32.43 *	
Senior Pipefitter (0)	30.89 *	
Pipefitter II (1)	29.42 *	
Pipefitter I (3)	27.95 *	
Junior Pipefitter II (1)	26.48 *	
Junior Pipefitter I (1)	25.01 *	
Apprentice Pipefitter III (1)	23.55 *	
Apprentice Pipefitter II (0)	22.06 *	
Apprentice Pipefitter I (0)	20.59 *	
Apprentice Entry (0)	19.13 *	
Operations Assistant (0)	16.19 *	

<u>Storm Water Utility</u>	<u>Hourly Pay</u>	<u>Annual Maximum</u>
Storm Water Coordinator Engineer**	33.83	45,000.00

The employees of the Electric department enrolled in the Apprentice Program as designed by the Department of Labor acknowledge that it is an 8,000-hour program. An employee shall work a minimum of 90 days prior to entering into the program.

The employees of the Water and Wastewater departments enrolled in the Apprentice Program as designed by the Department of Labor acknowledge that it is an 6,000-hour program. An employee shall work a minimum of 90 days prior to entering into the program.

All full time employees will receive a \$1000 stipend equaling \$38.46 per bi-weekly pay. Full time employment is defined as an employee who works an average of 1820 hours per year (35 hours per week) on a regularly scheduled basis. This increase will not be added to the employee base pay and will be reviewed on an annual basis.

Employees with an * by their hourly salary qualify for stand-by pay. Employees on stand-by watch duty shall leave word at his or her home and with the department supervisor where the employee may be reached. Failure to do so will result in loss of stand-by pay. The Board of Works on any of the positions may establish stand-by pay; however, there shall be no more than 14 in the Electric Department; 10 in the Water Department; and 10 in WWTP and Collections. Each employee on stand-by shall reflect on his/ her timesheet the date he/she was on stand-by to be paid a daily rate of \$15.80.

Section III

Full-time Civilian employees of the City of Greenfield (whether tax or non-tax units) shall work a standard 35-hour workweek. Unless noted in this ordinance, all temporary, part-time, summer help in all departments (whether tax or non-tax units) shall not work more than 1508 hours in a calendar year and shall be paid an hourly rate of a minimum amount as established under the Fair Labor Standards Act from the United States Department of Labor Wage and Hour Division; establishing the Federal Minimum Wage and not to exceed a maximum of \$16.00 at the discretion of the Board of Works, but shall receive no other compensation or fringe benefit.

Section IV

The City of Greenfield shall pay a daily subsistence rate up to \$25.00 per day and mileage, as set by Federal Government, will be paid to its employees or officers who must attend approved conferences. Detailed receipts shall be required in order to receive reimbursement.

The City of Greenfield shall pay a Boot Allowance of up to but not exceeding \$100.00 per calendar year to an Employee who is required to wear heavy duty work boots into the field as part of their duties. Receipts shall be required in order to receive reimbursement. Employees of the Fire and Police departments are exempt from this allowance.

Section V

Introduced and filed on the ____ day of October, 2018. A motion to consider on first reading on the day of introduction was offered and sustained by a vote of ____ in favor and ____ opposed pursuant to I.C. 36-5-2-9.8. On the ____ day of October, 2018, a motion to approve the above on second reading was offered and sustained by a vote of ____ in favor and ____ opposed pursuant to I.C. 36-5-2-9.8.

Duly ordained and passed this ____ day of October, 2018 by the Common Council of the City of Greenfield, Indiana, having been passed by a vote of ____ in favor and ____ opposed.

COMMON COUNCIL OF THE CITY OF GREENFIELD, INDIANA

Voting Affirmative:

Voting Opposed:

Kerry Grass

Kerry Grass

Jeff Lowder

Jeff Lowder

Gary McDaniel

Gary McDaniel

Keely Butrum

Keely Butrum

Mitch Pendlum

Mitch Pendlum

Dan Riley

Dan Riley

Joe Skvarenina

Joe Skvarenina

ATTEST:

Lori Elmore, Clerk-Treasurer

Presented by me to the Mayor this ____ day of October, 2018.

Lori Elmore, Clerk-Treasurer

Approved by me this ____ day of October, 2018.

Chuck Fewell, Mayor
City of Greenfield, Indiana