

Ordinance 2015 - 2

**AN ORDINANCE ESTABLISHING SALARY AND COMPENSATION
FOR EMPLOYEES AND ELECTED OFFICERS AND CORRECTING A
SCRIVENER'S ERROR IN ORDINANCE 2013-11**

WHEREAS, IC 36-5-3-2 states the town legislative body shall fix the compensation of its own members, the town clerk-treasurer, the town marshal and other town officers and employees.

WHEREAS, the Town Council and the Town Utility Service Board wish to establish the salaries that shall be effective January 1, 2014 and in so doing, correct Ordinance 2013-11.

Therefore, be it ordained by the Town Council and the Town Utility Service Board that the following salary schedule shall be in full force and effect January 1, 2014. The ordinance reflects bi-weekly payroll amounts.

ELECTED OFFICERS:					
Title:	Rate Per(1):	General:	Water:	Wastewater	Total:
Town Councilmen	bi-weekly	58.34	58.33	58.33	175.00
(1) Council President	bi-weekly	16.66	16.67	16.67	50.00
(2) Additional Meetings	each	(2)	(2)	(2)	75.00
(3) Clerk-Treasurer	bi-weekly	354.67	354.67	354.67	1,064.01

(1) in addition to the established Town Councilmen salary

(2) The Town Council shall be compensated for additional meetings that are attended for the benefit of the Town. Compensation will be in the amount of \$75.00 or up to three hours served and \$15.00 for each additional hour served above three hours. Funds charged will vary based on duties performed.

(3) The Town will contribute up to \$350.00 per month, or \$161.54 per bi-weekly payroll, towards health insurance for the Clerk-Treasurer. If this is a reimbursement of independently purchased insurance, the reimbursement shall be made after verification of cost is provided to the Town. Reimbursements shall be made through the payroll system, and deductions made in accordance with taxing authorities.

(4) The employee is responsible for the employee's portion of PERF. The Town shall pay the employer's portion of PERF on behalf of the Clerk-Treasurer.

Initials of Town Council:

APPOINTED OFFICERS

Title:	Rate Per:	General:	Total:
		not to exceed	not to exceed
(1,2) Town Marshal	bi-weekly	2,111.11	2,111.11
Deputy Marshal	hour	10.00 to 25.00	10.00 to 25.00
Deputy Marshal - Probationary	hour	10.00	10.00
School Traffic Guard	hour	20.00	20.00
(3) CLOTHING ALLOWANCE:			
Town Marshal	year	600	600
Deputy Marshal	year	500	500

- (1) The Town will contribute up to \$350.00 per month, or \$161.54 per bi-weekly payroll, towards health insurance for the full-time Town Marshal, and if applicable, the full-time Chief Deputy Marshal. If this is a reimbursement of independently purchased insurance, the reimbursement shall be made after verification of cost is provided to the Town. Reimbursements shall be made through the payroll system, and deductions made in accordance with taxing authorities. If health insurance is not purchased or the employee has alternate health insurance coverage, the employee may opt to have this amount contributed to PERF as an additional voluntary contribution.
- (2) The employee is responsible for the employee's portion of PERF. The Town shall pay the employer's portion of PERF on behalf of the Town Marshal and the Chief Deputy Marshal
- (3) Clothing purchases shall be invoiced to the town for payment. Each officer may not exceed the amounts shown. In addition, the Town shall pay for a new Marshal's or Deputy's first uniform.

OTHER TOWN EMPLOYEES					
Title:	Rate Per:	General:	Water:	Wastewater	Total:
Laborer	hour	(1)	(1)	(1)	15.00
Utility Superintendent	bi-weekly		427.30	427.30	854.60
(2) Utilities Clerk	hour		5.00 to 8.50	5.00 to 8.50	10.00 to 17.00

- (1) Fund charged will vary based on duties performed
- (2) Hours shall not exceed 40 per week unless prior authorization is acquired

The Town shall also pay compensation of \$85.00 to the person cleaning Town Hall, \$55.00 to the person cleaning the Police Station, each one time per month. The Town shall pay an additional \$50.00 twice per year for window cleaning services. These amounts shall be paid for from the Town's General Fund.

The Personnel Policy Manual, as adopted on the 5th day of November, 2012, and as updated from time to time, is incorporated herein. Leave of absences and other personnel policies are addressed in that manual.

In addition to the above salaries established above, the Town Attorney shall serve on a contractual basis, and receive the amount of \$12,000.00 per year. This amount shall be paid quarterly, at regularly scheduled board meetings in March, June, September, and December. \$1,000.00 shall be paid from

Initials of Town Council

the Town General Fund, \$1,000.00 shall be paid from the Water Operating Fund, and \$1,000.00 shall be paid from the Wastewater Operating Fund quarterly.

This ordinance is adopted in compliance with the Indiana Code 36-5-3-2, mandating the town legislative body establish salaries for town officials, officers, and employees.

This ordinance shall be in full force and effect this 6th day of APRIL, 2015.

Ayes

[Signature]
[Signature]
[Signature]
[Signature]
Ronald Merkel

Nays

Attest:

[Signature]
Ronald Koehler, Clerk-Treasurer

Initials of Town Council