

ORDINANCE NO 2018-06

ORDINANCE ESTABLISHING THE COMPENSATION OF OFFICERS AND EMPLOYEES OF THE TOWN
OF HOPE, BARTHOLOMEW COUNTY, INDIANA, FOR THE YEAR 2018

COMPENSATION FOR OFFICERS AND EMPLOYEES

SECTIONS:

Council Members
Clerk Treasurer
Deputy Clerk Treasurer
Town Manager
Utilities Superintendent
Utilities/Street Employees/Operations Specialists
Utilities Office Clerk
Marshal
Deputy Marshals
Police Dispatcher Supervisor
Police Dispatchers
Animal Control Officer
Building and Zoning Administrator
Building Permit Clerk
Retirement
Benefits

COUNCIL MEMBERS: Each member of the Town Council of the Town of Hope shall receive an annual salary of **\$3,764.95** paid monthly. The Council President shall receive an addition **\$420.24** per year paid monthly.
Funded 20% General Fund, 40% Water Utility and 40% Wastewater Utility.

CLERK-TREASURER: The town Clerk-Treasurer shall receive an annual salary of **\$35,195.10**.
Funded 20% General Fund, 40% Water Utility and 40% Wastewater Utility.

CLERK-TREASURER DEPUTY: The clerk-treasurer deputy shall be paid at the maximum rate of **\$19.60** per hour and a minimum rate of **\$14.01** per hour.
Funded at the clerk treasurer's discretion **and is to be a part time position.**

TOWN MANAGER: The Town Manager shall receive an annual maximum salary of **\$69,654.78** and a minimum of **\$41,383.13**. The salary amount will be determined by the Town Council based on qualifications and experience. The town manager will also receive a cell phone stipend in the amount of 1% of their salary to be paid bi-weekly.
Funded 100% from the Edit Fund.

UTILITIES SUPERINTENDENT: The superintendent of Water, Wastewater, Stormwater, Streets and Parks shall receive an annual maximum salary of **\$62,074.70** and a minimum of **\$41,383.13**. The salary amount will be determined and recommended by the Town Manager and contingent on Town Council approval based on qualifications and experience. The superintendent will also receive a cell phone stipend in the amount of 1% of their salary to be paid bi-weekly.
Funded 20% MVH, 40% Water Utility and 40% Wastewater Utility.

UTILITIES/STREET EMPLOYEES/OPERATIONS SPECIALISTS: The town utilities/street worker shall be paid at the maximum rate of **\$15.19 per hour** and a minimum rate of **\$10.86 per hour**. The town utility worker shall be paid at the maximum rate of **\$17.25 per hour** and a minimum rate of **\$12.32 per hour**. The town utilities operations specialists shall be paid at the maximum rate of **\$22.28 per hour** and a minimum rate of **\$15.91 per hour**. There shall be no more than three (3) fulltime and one (1) part-time or one (1) part-time seasonal utility/street laborers employed at any one time. Utility employees will also receive a cell phone stipend in the amount of 1% of their salary to be paid bi-weekly. Funded 20% MVH, 40% Water Utility and 40% Wastewater Utility.

UTILITIES OFFICE CLERK: The utilities office clerk shall be paid at the maximum rate of **\$17.25** per hour and a minimum rate of **\$12.32** per hour. The utility clerk will also receive a cell phone stipend in the amount of 1% of their salary to be paid bi-weekly. Funded 50% Water Utility and 50% Wastewater Utility.

UTILITIES DEPARTMENT EMPLOYEES ON-CALL: An employee on-call shall receive a flat fee of \$100.00 for the on-call period schedule. **An employee on-call completing daily data acquisition directly on and/or during a holiday week shall receive a time and a-half rate.** Funded 20% MVH, 40% Water Utility and 40% Wastewater Utility.

UTILITIES DEPARTMENT EMPLOYEES CALLED-IN: An employee called-in will be paid at the rate of one and one half times the employee's regular rate for hours worked with a two hour minimum. Funding to be determined by Utilities Superintendent based on nature of call-in.

MARSHAL: The town Marshal shall receive an annual maximum salary of **\$62,074.70** and a minimum of **\$41,383.13**. The salary amount will be determined and recommended by the Town Manager and contingent on Town Council approval based on qualifications and experience. The marshal will also receive a cell phone stipend in the amount of 1% of their salary to be paid bi-weekly. Funded 100% General Fund. If the Marshal elects 15% of the current year's MVH Fund annual receipts may be used at the Marshal's discretion for the police department employees salary support.

DEPUTY MARSHALS: The town deputy marshals shall receive an annual maximum salary of **\$49,659.76** and a minimum of **30,992.70**. The town Marshal shall have the discretion as to the rate of pay per personnel filling the positions. There shall be no more that 3 deputy marshals employed at one time. Hiring of a third deputy must have council action prior to employing the additional deputy. Deputy Marshals will also receive a cell phone stipend in the amount of 1% of their salary to be paid bi-weekly. Funded 100% General Fund. (Note the above exception.)

POLICE DISPATCHER SUPERVISOR/ADMINISTRATIVE ASSISTANT: The police dispatcher supervisor/administrative assistant shall be paid at the maximum rate of **\$19.60** and a minimum rate of **\$14.01**. Funded 100% General Fund.

POLICE DISPATCHERS: The town police dispatchers shall be paid at the rate of a maximum of **\$15.19** per hour and a minimum of **\$9.46** per hour and to take into consideration for work experience and years of service. The town marshal shall have the discretion as to rate of pay per personnel filling the positions. Funded 100% General Fund.

ANIMAL CONTROL OFFICER: The town animal control officer shall be paid at the maximum rate of **\$10.51** per hour and a minimum rate of **\$8.40** per hour. The Animal Control Officer will also receive a cell phone stipend bi-weekly in the amount of \$10.00.
Funded 100% General Fund.

RETIREMENT: Full time employees may enroll in a voluntary retirement plan. Employee's contributions will be withheld from the employees pay. **All those enrolled will receive a contribution based on 2% of their gross earned compensation to be paid quarterly.**

BENEFITS: Full time employees shall receive paid medical, prescription, dental, vision, term life insurance and short-term disability insurance package. The employee will pay, by payroll deduction per pay period for primary health, dental, vision, prescription and term life insurance. The amount to be withheld is \$9.00 single, \$13.50 employee and dependent, \$15.00 employee and spouse or \$17.50 family.

HSA BENEFITS: Full time employees shall receive an annual contribution from Town of Hope to their Health Savings Account (HSA) in the amount of \$1,425.00.

NOTE; these salaries are set with a maximum and a minimum limit and employees may be compensated at an amount less than the maximum but not less than the minimum amount at the discretion of the supervisor and or the Town Council.

Personnel Policy Ordinance **2016-04 adopted April 18, 2016** shall be in effect with all other employee matters.

PASSED AND DULY ADOPTED BY THE TOWN COUNCIL OF THE TOWN OF HOPE, INDIANA ON OCTOBER 17, 2017 FOR THE CALENDAR YEAR 2018.



ATTEST:










