

TOWN OF PITTSBORO

AN ORDINANCE AMENDING 2023 SALARIES FOR OFFICIALS AND EMPLOYEES UNDER ORDINANCE 2022-19

WHEREAS, the Town Council of the Town of Pittsboro, Indiana (“Town”), is responsible for establishing pay for Town officials and employees;

WHEREAS, the Town Council desires to make certain amendments to the Salary Manual for civilian and police employees of the Town as set forth herein;

WHEREAS, the Town Council established the compensation for Town officials and employees for fiscal year 2022 pursuant to Ordinance No. 2202-19; and

WHEREAS, the Town Council has determined that compensation for the police department can be funded by taxes from tax increment financing pursuant to HEA 1454 effective July 1, 2023 and that certain other positions in the Town are appropriate and necessary all as set forth herein.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF PITTSBORO, HENDRICKS COUNTY, INDIANA:

Section 1.

Except as separately provided in Section 6, effective January 1, 2023, the pay (hourly and salary) ranges for specific positions within the Town are hereby established for officials and employees of the Town; provided that effective July 1, 2023 as set forth below certain amendment as hereby approved.

Effective January 1, 2023, each employee of the Town shall be eligible for an increase of three percent (3%) of the employee’s 2022 wages or salary.

Section 2.

Effective January 1, 2023, board or commission members shall receive the pay set forth below, to be paid monthly:

Plan Commission	\$40.00 per meeting attended
Board of Zoning Appeals (“BZA”)	\$40.00 per meeting attended
Utility Board	\$40.00 per meeting attended
Park Board	\$40.00 per meeting attended
Board and Commission Secretaries	\$40.00 per meeting attended
Police Commission	\$40.00 per meeting attended

Section 3.

Except as otherwise provided, effective January 1, 2023, the following are the sources of funds for the salary and wages for employees and officials of the Town:

Town Council Members	40% General Fund
Clerk-Treasurer	40% General Fund
Town Manager	20% General Fund; 10% MVH Fund
Planning Director/Building Commissioner	100% General Fund
Full-time Building Inspector	100% General Fund
Senior Building Inspector (effective July 1, 2023)	40% General Fund; 60% Sewer
Executive Coordinator	50% General Fund; 12.5% each water, electric, gas, sewer
Police Chief	100% General Fund
Police Officers (effective July1, 2023)	100% General Fund except \$12,000 from SDI TIF
Police Office Clerks	100% General Fund
Park Board Members	100% Park Fund
Part-time Park Employees	100% Park Fund
School Crossing Guard	100% General Fund

Town utility funds will be allocated to pay salaries and wages as follows:

Town Council	10% Electric, 10% Water, 5% Gas, 30% Sewer, 5% Storm Water
Clerk-Treasurer	12% each for Electric, Water, Gas, Sewer and Storm Water
Town Manager	14% each for Electric, Water, Gas, Sewer, Storm Water
Utility Superintendent	25% each for electric, water, gas, sewer
Drinking Water Superintendent	100% Water Fund
Drinking Water Maintenance Worker	100% Water Fund
Maintenance Supervisor	Equal bills to each utility for hours worked
Wastewater Superintendent	75% Sewer; 25% MS4
Wastewater Maintenance Worker	75% Sewer Fund; 25% Storm Water Fund
Water Operator	100% Water Utility
Maintenance Labor Worker	Equal bills to each utility for hours worked
Part-time Drinking Water Worker	100% Water Utility
Part-time Wastewater Worker	100% Sewer
Part-time Maintenance Sanitation Labor	Equal bills to each utility for hours worked
Utility Clerk	100% MVH
Part-time Office	25% each Electric, Water, Gas, Sewer
Meter Reader	25% each Electric, Water, Gas, Sewer

Section 4.

Effective January 1, 2023, the following are the sources of funds for the boards and commissions of the Town shall be as follows:

Utility Board	25% each for Electric, Water, Gas, Sewer
Plan Commission Members	Non-reverting fund established from Plan

Plan Commission Secretary	Commission filing fees Non-reverting fund established from Plan Commission filing fees
BZA Members	Non-reverting fund established from BZA filing fees
BZA Secretary	Non-reverting fund established by BZA filing fees
Redevelopment Commission	Non-reverting fund established from Redevelopment Commission filing fees
Economic Development Commission	Non-reverting funds
Police Commission	100% General Fund

Section 5.

Hourly Wages and Salaries shall fall within the following ranges expressed in terms of tiers.

HOURLY WAGES

Tier	Minimum	Maximum
TIER 1	Federal Minimum Wage	\$10.00
TIER 2	\$9.50	\$13.00
TIER 3	\$12.50	\$16.00
TIER 4	\$15.50	\$19.00
TIER 5	\$18.50	\$22.00
TIER 6	\$20.00	\$25.00
TIER 7	\$23.00	\$28.00
TIER 8	\$26.00	\$31.00
TIER 9	\$29.00	\$34.00
TIER 10	\$35.00	\$40.00
TIER 11	\$41.00	\$46.00
TIER 12	\$47.00	\$51.00
TIER 13	\$52.00	\$60.00

ANNUAL SALARIES

Tier	Minimum	Maximum
TIER A	\$2,900.00	\$4,000.00
TIER B	\$40,000.00	\$73,000.00
TIER 1	\$16,640.00	\$20,800.00
TIER 2	\$19,760.00	\$27,040.00
TIER 3	\$26,000.00	\$33,280.00
TIER 4	\$32,240.00	\$39,520.00
TIER 5	\$38,480.00	\$45,760.00
TIER 6	\$41,600.00	\$52,000.00
TIER 7	\$47,840.00	\$58,240.00
TIER 8	\$54,080.00	\$64,480.00
TIER 9	\$60,320.00	\$72,720.00

TIER 10	\$71,800.00	\$83,200.00
TIER 11	\$81,500.00	\$93,000.00
TIER 12	\$91,500.00	\$105,000.00
TIER 13	\$103,000.00	\$120,000.00

The following are the tier ranges for each employee position:

<u>SALARY</u>	
Town Manager	TIERS 10-13
Wastewater Superintendent	TIERS 9-11
Water System Superintendent	TIERS 9-11
Planning Director/Building Commissioner	TIERS 7-9
Senior Building Inspector	TIER 8
Clerk-Treasurer	TIER B
<u>HOURLY</u>	
MS4 Coordinator	TIER 7
Maintenance Supervisor	TIER 7
Building Inspector	TIER 6
Heavy Equipment Operator	TIER 6
Building Inspector	TIERS 5-7
Utility Clerk	TIER 5
Wastewater Treatment Operator	TIER 4
Water Treatment Operator	TIER 4
Water/Wastewater System Maintenance	TIER 4
Maintenance Labor Worker	TIER 4
Mechanic Shop Repair	TIER 4
Groundskeeper	TIER 4
Water Operator	TIER 4
Water Treatment Laborer	TIER 4
Executive Coordinator	TIERS 4-6
Part-time Clerk	TIER 3
METER READER	TIER 3
Sanitation Laborer	TIERS 2-3
Part-time Maintenance Worker	TIER 2
MS4 Inspector	TIER 2
Summer Help	TIER 2

Section 6.

Effective January 1, 2023, the Police Department pay structure is not part of the Town Wages and Salaries schedules herein. The Pittsboro Police Department Pay Structure is designed to provide certified police officers employed by the Pittsboro Police Department with a competitive,

fair and equitable wage based on experience, rank and specialty training. All retirement calculations are based on the Base Pay Rate only listed below. The Pittsboro Police Department Pay Structure is based on the following Base Pay Rate determined on each anniversary date from original start date:

- New Hire/Year 1 Officer - \$58,926.00 (effective July 1, 2023)
- Year 2 Officer - \$64,662.00 (effective July 1, 2023)
- Year 3 Officer- \$69,826.00 (effective July1, 2023)

After the officer has completed the third full consecutive year with the Pittsboro Police Department, longevity pay will be calculated on a yearly basis at .75% of the current Base Pay Rate multiplied by the number of years served. *For the avoidance of doubt, for example a fourth year officer pay would be \$59, 561.00 determined by [\$57,826.00 plus (.0075 times \$57,826.00) times 4 = \$1735].*

The following are rank/specialty stipends provided to officers as a yearly amount added to their regular pay:

RANK STIPENDS:

- Corporal - \$500.00
- Sergeant - \$1000.00
- Lieutenant - \$2500
- Major - \$5000
- Asst. Chief - \$7500
- Chief - \$19,000.00

Specialty Stipends:

- Trainer/Instructor - \$500.00
- ERT/Scuba/Bike Officer - \$500.00
- School Resource Officer - \$500.00
- Narcotics Officer/K9 - \$500.00
- Field Training Officer -\$500.00

Any unused budgeted Police Department salary or wages unused for the calendar year 2022 will be available, the discretion of the Chief, in the first quarter 2023 only (January 1 through March 30) as additional one-time bonus compensation or retention compensation payable among all officers (excluding the Chief and Deputy Chief).

Section 7.

This Ordinance shall be in force and effective as of January 1, 2023, pursuant to its terms.

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Passed and Duly Adopted by the Town Council of the Town of Pittsboro, Indiana, this 6th day of December 2022 by a vote of _____ ayes and _____ nays.

TOWN OF PITTSBORO TOWN COUNCIL

Jarod Baker, President

William Majeske, Member

Terry Northern, Member

Randy Price, Member

Jay Thompson, Member

ATTEST:

Shari L. Ping, Clerk/Treasurer

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