

TOWN OF PITTSBORO

AN ORDINANCE AMENDING ORDINANCE NO. 2021-26 ESTABLISHING 2022 SALARIES FOR OFFICIALS AND EMPLOYEES

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

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

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

This Ordinance shall replace Ordinance 2021-26 in its entirety.

Section 1.

Effective January 1, 2022, the pay (hourly and salary) ranges and job descriptions for specific positions within the Town are hereby established for officials and employees of the Town as set forth in the Town Salary Manual, as amended, which is incorporated herein by reference. Each employee of the Town shall be eligible for an increase in pay in an amount as determined by the Town Council not to exceed three percent (3%) of the employee’s previous year’s pay.

Effective January 1, 2022, 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 2.

Effective January 1, 2022, the following are the sources of funds for the salary and wages for employees and officials of the Town:

Town Council Members	100% General Fund
Clerk-Treasurer	63% General Fund
Town Manager	30% General Fund; 10% MVH Fund
Building Commissioner	100% General Fund

Full-time Building Inspector	100% General Fund
Executive Coordinator	50% General Fund; 12.5% each water, electric, gas, sewer
Police Chief	100% General Fund
Police Officers	100% General Fund
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 Manager	15% each for electric, water, gas, sewer
Utility Superintendent	25% each for electric, water, gas, sewer
Drinking Water Superintendent	100% Water Fund
Drinking Water Maintenance Worker	100% Water Fund
Wastewater Superintendent	75% Sewer; 25% MS4
Wastewater Maintenance Worker	75% Sewer Fund; 25% Storm Water Fund
Drinking Water Operator	100% Water Utility
Electric Lineman	100% Electric Utility
Street Maintenance	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	Equal bills to each utility for hours worked
Clerk-Treasurer	9.25% each electric, water, gas, sewer
Utility Clerk	25% each electric, water, gas, sewer
Part-time Office	25% each electric, water, gas, sewer
Meter Reader	25% each electric, water, gas, sewer

Effective January 1, 2022, the following are the sources of funds for the boards and commissions of the Town:

Utility Board	25% each for electric, water, gas, sewer
Plan Commission Members	Non-reverting fund established from Plan Commission filing fees
Plan Commission Secretary	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

Section 3.

Effective February 1, 2022, the Town Salary Manual is amended as follows:

Pay Range Tier Salary, 4.1 is amended to: (A) add a new Tier B with salary range of \$40,000-73,000.

Town Manager, 5.3, salary and hourly pay tier ranges is amended as set forth in Addendum 5.3 attached hereto and incorporated herein by reference.

Police, 8.1 through 8.20 is hereby removed from the Town Salary Manual in its entirety.

Section 4.

Effective January 1, 2022, the following pay is established:

- Town Manager--\$105,000.00 per annum;
- Executive Coordinator-- \$18.00 per hour;
- Wasterwater Labor--\$18.00 per hour;
- Utility Clerk--\$20.00 per hour; and
- Sanitation Labor—\$12.50 per hour.

Effective January 1, 2022, the Police Department pay structure is removed from the Town Salary Manual and is established as follows:

The Pittsboro Police Department Pay Structure is designed to provide certified police officers employed by the Pittsboro Police Department (Town of Pittsboro) with a competitive, fair and equitable wage based on experience, rank and specialty training. All retirement calculations are based on the BASE PAY RATE listed below.

The structure is based on the following pay scale:

- New Hire/Year 1 - \$46,926.00
- Year 2 - \$49,795.00
- Year 3 - \$52,662.00
- Year 4 - \$54,384.00
- Year 5 (BASE PAY RATE) - \$57,826.00

After the officer has completed his/her fifth consecutive year with the Pittsboro Police Department a longevity pay will be calculated on a yearly basis at .75% of the current BASE PAY RATE multiplied by the number of years served.

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

Section 5.

This Ordinance shall be in force and effective as of February 1, 2022, pursuant to its terms.

Passed and Adopted by the Town Council of the Town of Pittsboro, Indiana, this 1st day of February 2022 by a vote of _____ ayes and _____ nays.

TOWN OF PITTSBORO TOWN COUNCIL

Jarod Baker, President

Jay Thompson, Member

Melodi Ingalls, Member

Randy Price, Member

William Majeske, Member

Shari L. Ping, Clerk/Treasurer

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