

Ordinance 2024- 17

SALARY AND COMPENSATION FOR NON ELECTED EMPLOYEES FOR 2024

WHEREAS, Indiana Code Section 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 salaries for the year 2024.

Therefore, be it ORDAINED by the Town Council and Town Utility Service Board that the following salary schedule shall be in full force and effect on January 1, 2024. The ordinance reflects bi-weekly payroll amounts.

TOWN EMPLOYEES-1			Not to exceed
Title:	Rate Per:	General:	Total:
Town Marshal- EXEMPT (see attached)	Bi-weekly	\$2326.05	\$60477.27
Chief Deputy Marshal	Bi-weekly	\$1831.15	\$47610.00
Deputy Marshal	Hourly	\$28	\$23296.00
School Traffic Guard	Shift	\$21	\$7560.00
IDEX Coordinator	Hourly	\$16	\$2080.00
Town Manager	Bi-weekly	\$2000.00	\$52000.00
UNIFORM ALLOWANCE:			
Town Marshal	Once a year	\$600	\$600
Chief Deputy Marshal			
Deputy Marshal-Part time	Hourly	\$.29	\$300

- (1) Uniform allowance shall be paid to full-time officers with their January 2024 payroll and to part-time officers with their bi-weekly payroll to pay for clothing, supplies, and accouterments.
- (2) The town will contribute \$500.00 per month toward a healthcare stipend for the full time Marshal, and if applicable, the full-time Chief Deputy Marshal and Town Manager. The stipend shall be made through the payroll system, and deductions made in accordance with taxing authorities.

(3) The employee is responsible for the employee's portion of PERF of 3 %. The town shall pay the employer's portion of PERF of 11% on behalf of the Town Marshal, the Chief Deputy Marshal, and the Town Manager.

TOWN EMPLOYEES-2							
Title:	Rate Per:	General:	Water:	Wastewater:	MVH	Total:	Not to Exceed
Laborer – part-time	Hour	N/A	N/A	N/A	100%	UP TO \$25	Varies based on hours
Utility/ Street Assistant – part time	Hour	25%	25%	25%	25%	UP TO \$25	Not to exceed 35 hours
Utility Clerk – part-time	Hour	N/A	50%	50%	N/A	\$10-20	Not to exceed 35 hours

POSITION TITLE	ANNUAL STIPEND (paid in two installments)
Town Marshal	\$4,233.40

The Town Council approves a one-time stipend to be paid in one installment by September 30, 2024, for the following employees in the following amounts:

Chief Deputy Marshal: \$2,195.00

The Town Council approves a one-time stipend to be paid in one installment by December 31, 2024, for the following employees in the following amounts:

Chief Deputy Marshal: \$2,195.00

Such stipends shall not constitute compensation for purposes of Indiana Code Section 36-5-3-2.

2024 Holiday Schedule

- New Year's Day- January 1, 2024
- Martin Luther King, Jr.- January 15, 2024
- President's Day- February 19, 2024
- Good Friday- March 29, 2024
- Memorial Day- May 27, 2024
- Independence Day- July 4, 2024
- Labor Day- September 2, 2024
- Columbus Day- October 14, 2024
- Veterans Day- November 11, 2024
- Thanksgiving Day- November 28, 2024

Thanksgiving Holiday- November 29, 2024

Christmas Eve Holiday- December 24, 2024

Christmas Day Holiday- December 25, 2024

1 Floating Holiday will be awarded on January 1 each year for eligible employees to be used in a full-day increment observed at the discretion of the employee and their supervisor. To be eligible for floating holiday you must have successfully completed your probationary period.

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 this manual.

In addition to the above salaries established above, the amount of \$25,000 shall be appropriated in the town budget for the town attorney's annual salary.

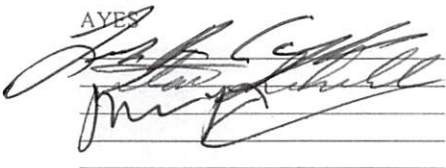
This ordinance is adopted in compliance with the Indiana Code Section 36-5-3-2, mandating the town legislative body to establish salaries for town officials, officers and employees.

This ordinance shall be in full force and effect on the date of its adoption, with the new salaries to take effect January 1, 2024.

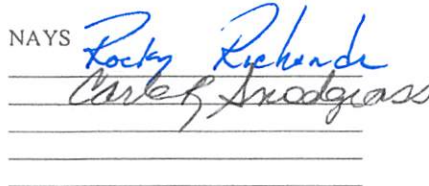
Introduced on First Reading on the 20 day of August, 2024.

MOTION TO ADOPT ON FIRST READING MADE BY TOWN COUNCIL MEMBER Marc, AND SECONDED BY TOWN COUNCIL MEMBER Leah.

AYES



NAYS



Attest:


Clerk-Treasurer

Town Marshal – EXEMPT

A. The Town Marshal is exempt from the overtime provisions of the Fair Labor Standards Act and shall not be entitled to overtime compensation in any form. All sworn law enforcement personnel shall be paid pursuant to the salary schedule above.

B. The Town Marshal shall be entitled to a flexible time schedule, such that if the Town Marshal is required to work outside of his regularly scheduled hours for the benefit of the Town, that he shall be able to exchange his regularly scheduled hours for those worked outside of his regularly scheduled hours. This shall operate such that if the Town Marshal normally works 8 hours each day Monday through Friday, and he works 8 hours on a Saturday, he may refrain from working 8 hours the following Monday, or some combination of hours during the following two (2) weeks in exchange for the 8 hours worked on a Saturday. The hours exchanged shall be a 1:1 ratio. The exchanged hours must be used within two (2) weeks of occurrence. There shall be no additional compensation for hours which the Town Marshal fails to exchange, nor shall there be any accumulation of exchanged hours. The Town Marshal shall consult with the Police Liaisons to determine which hours shall be exchanged.