

Ordinance 2024- 26

SALARY AND COMPENSATION FOR NON-ELECTED EMPLOYEES FOR 2025

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 2025.

NOW, 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, 2025. 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	\$2,600.00	\$67,600.00
Chief Deputy Marshal-EXEMPT	Bi-weekly	\$2,200.00	\$57,200.00
Deputy Marshal-EXEMPT	Hourly	\$30.00	\$24,900.00
School Traffic Guard	Shift	\$21.50	\$7,740.00
IDEX Coordinator	Hourly	\$17.00	\$2,210.00
Town Manager	Bi-weekly	\$2,000.00	\$52,000.00
UNIFORM ALLOWANCE:			
Town Marshal Chief Deputy Marshal	Once a year	\$800.00	\$800.00
Deputy Marshal-Part time	Once a year	\$300.00	\$300.00
Town Manger	Once a year	\$600.00	\$600.00
PHONE ALLOWANCE			
Town Marshal Chief Deputy Marshal	Once a year	\$300.00	\$300.00
Town Manager	Once a year	\$300.00	\$300.00
LONGEVITY BONUS			
Town Marshal	Annual Bi-weekly	\$1,500.00	\$1,500.00
Chief Deputy Marshal	Annual Bi-weekly	\$0.00	\$0.00
Town Manager	Annual Bi-weekly	\$0.00	\$0.00

- (1) Uniform allowance shall be paid to full-time officers and to part-time officers with their January 2025 payroll to pay for clothing, supplies, and accouterments.
- (2) The Town will contribute \$1,166.66 per month toward a healthcare stipend for the full-time Marshal, 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	50%	50%	N/A	UP TO \$25.00	Varies based on hours
Utility/Street Assistant-part-time	Hour	25%	25%	25%	25%	UP TO \$25.00	Not to exceed 35 hours
Utility Clerk-part-time	Hour	N/A	50%	50%	N/A	\$15.00 - \$20.00	Not to exceed 35 hours

Longevity pay

Years of Service	Annual Compensation
1-4	\$0.00
5	\$250.00
6	\$500.00
7	\$750.00
8	\$1,000.00
9	\$1,250.00
10	\$1,500.00
11	\$1,750.00
12	\$2,000.00
13	\$2,250.00
14	\$2,500.00
15	\$2,750.00
16	\$3,000.00
17	\$3,250.00
18	\$3,500.00
19	\$3,750.00
20+	\$5,500.00

2025 Holiday Schedule

New Year's Day – January 1, 2025
 Martin Luther King Jr. – January 20, 2025
 President's Day – February 17, 2025
 Good Friday – April 18, 2025
 Memorial Day – May 26, 2025
 Independence Day – July 4, 2025
 Labor Day – September 1, 2025
 Columbus Day – October 13, 2025

Veterans Day – November 11, 2025
Thanksgiving Day – November 27, 2025
Thanksgiving Holiday – November 28, 2025
Christmas Eve – December 24, 2025
Christmas Day – December 25, 2025

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 the 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.

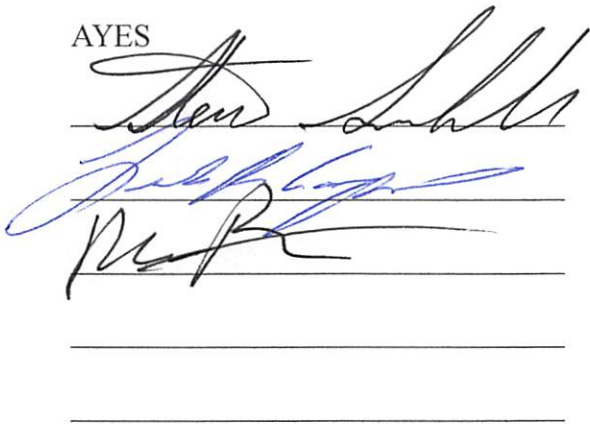
In addition to the salaries established above, the amount of \$25,000 shall be appropriated in the Town budget for the Town Attorney’s annual salary.

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

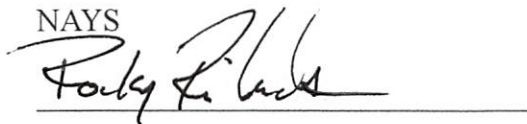
This ordinance shall be in full force and effect on the date of its adoption, with the new salaries to take effect January 1, 2025.

Introduced on First Reading on the 19 day of November, 2024.
MOTION TO ADOPT ON FIRST READING MADE BY TOWN COUNCIL MEMBER
Marc Buhrmester, AND SECONDED BY TOWN COUNCIL MEMBER
Leah Copas.

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 Saturday, he may refrain from working 8 hours the following Monday, or some combination of hours during the following 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.