THE TOWN OF McCORDSVILLE

Next Stop McCordsville

Ordinance 121217

ESTABLISHING SALARIES AND WAGES FOR FISCAL YEAR 2018

WHEREAS, The Town Council of the Town of McCordsville, Indiana, is required by law to annually set forth in an ordinance the salaries and wages for appointed and elected officers, employees, and those rendering services to the Town of McCordsville, Indiana: and

WHEREAS, the Town Council of the Town of McCordsville, Indiana, has appropriated certain funds to be placed on account for the payment of salaries and wages in the 2018 budget,

BE IT ORDAINED by the Town Council of the Town of McCordsville, Indiana as follows:

SECTION I

Appointed and elected officers and employees of said Town shall receive and shall be paid salaries and wages in accordance with Exhibit A – Matrix attached hereto and incorporated herein.

SECTION II

Definitions

Minimum: This is the lowest amount the position will pay for the pay period.
Maximum: This is the highest amount the position will pay for the pay period.
Officer: A full-time sworn law enforcement officer (General Order 1.100).
Civilian Assistant: Police employee with limited or no law enforcement authority (General Order 4.190).

Pay Progression

An employee's pay may progress in the following ways:

Growth Quotient: Each position may be increased by the Council based on State, County and Town data.
Promotion: An employee may be promoted to a higher rank, class or grade.
Police Special Services: Certified Trainer (I.L.E.A.), Detective, Evidence Technician, FTO, Training Officer.
Council: At the direction of the Town Council.

New Hires

Police Probationary Employees (General Order 1.100) will be paid, relative to their position, anywhere between the "minimum" and "maximum" depending on his or her qualifications as determined by the Police Chief in consultation with the Clerk-Treasurer's Office.

Non-police department employees will be paid, relative to their position, anywhere between the "minimum" and "maximum" depending on their qualifications as determined by the Town Manager or Clerk-Treasurer in consultation with the department head or the Clerk-Treasurer's Office.

Police Rank and Special Services

Supervisory (Non-Exempt) Rank Pay is paid to the officer assigned the position. Rank pay is in addition to the officer's base rate of pay. Special Services pay is paid to an officer assigned to the position. Salary Exempt Officers are not eligible for Special Services Pay.

Officers shall only be paid either Special Services Pay or Supervisory Rank pay (not both). Special Services Pay is in addition to the officer's base rate of pay. Pay is spread out over the entire year, with the following exceptions:

Field Training Officer
Pay is per instance in lump sum of $500.

Certified Training Officer
Pay is contingent upon the Officer instructing a minimum of 12.0 department wide classroom hours, as requested by the Sergeant in charge of training. It is paid in a lump sum of $250 by December 15th.

SECTION III

All salaries and wages are payable on a bi-weekly schedule beginning in January 2018. The first pay day for 2018 wages will be January 19, 2018, continuing, every other Friday of 2018.

Full time employees in covered positions and the Clerk-Treasurer shall participate in the Indiana Employees' Public Retirement Fund with the Town paying the 3% mandatory employee contribution.

"Pay for Performance" may be paid to those eligible as determined by the department head and/or Town Council. Total maximum pay may be exceeded for the year by any *Pay for Performance* amount received.

The Town shall contribute up to $1,000 annually, deposited in $250 amounts quarterly, to the health savings account of any full-time employee and the Clerk-Treasurer who participate in the Town's high deductible health insurance plan.

Employees Excluding Police Department – Other Type of Paid Time
Vacation, sick, personal, holiday, overtime, compensatory, bereavement, and military paid time is documented in the *McCordsville Employee Handbook* via Resolution 021417.

Police Department Employees – Other Types of Paid Time
Vacation General Order 1.100 (Glossary) and General Order 10.230 (Paid Absences).
Military Leave General Order 10.210 (Military Leave).
Sick Leave General Order 1.100 (Glossary), 10.230 (Paid Absences) and General Order 5.20 (Sick Leave Bank).
Funeral/Bereavement Leave General Order 1.100 (Glossary) and General Order 10.230 (Paid Absences)
Personal Leave General Order 1.100 (Glossary) and General Order 10.230 (Paid Absences).

SECTION IV

This Ordinance shall be in full force and effect from and after its passage.

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SECTION V

Introduced and filed on the 12th day of December, 2017. A motion to consider on first reading on the day of introduction was offered and sustained by a vote of _____ in favor and _____ opposed pursuant to I.C. 36-5-2-9.8.

Approved on passage the _____ day of _____, 20_____ by a vote of _____ in favor and _____ opposed.

TOWN COUNCIL OF THE TOWN OF McCORDSVILLE, INDIANA

Voting Affirmative:	Voting Opposed:
_____	_____
Larry J. Longman	Larry J. Longman
_____	_____
Bryan T. Burney	Bryan T. Burney
_____	_____
Thomas R. Strayer	Thomas R. Strayer
_____	_____
Branden W. Williams	Branden W. Williams
_____	_____
Barry A. Wood	Barry A. Wood

ATTEST: _____
Catherine C. Gardner, Clerk-Treasurer