



Ordinance \_\_\_\_\_

## **ESTABLISHING SALARIES AND WAGES FOR FISCAL YEAR 2019**

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 2019 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

1. Minimum: This is the lowest amount the position will pay for the pay period.
2. Maximum: This is the highest amount the position will pay for the pay period.
3. Officer: A full-time sworn law enforcement officer (General Order 1.100).
4. 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:

1. Growth Quotient: Each position may be increased by the Council based on State, County and Town data.
2. Promotion: An employee may be promoted to a higher rank, class or grade.
3. Police-Special Services: Certified Trainer (I.L.E.A.), Detective, Evidence Technician, FTO, Training Officer.
4. 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 Metropolitan Board of Police Commissioners in consultation with 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.



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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 the last pay date of the fiscal year.

**SECTION III**

All salaries and wages are payable on a bi-weekly schedule beginning in January 2019.

Civilian PERF: Full time employees in covered positions and the Clerk-Treasurer (except for those Police personnel eligible for the Police 1977 Fund) shall participate in the Indiana Employees’ Public Retirement Fund with the Town paying the 3% mandatory employee contribution.

Police 1977 Fund: Eligible full time Police employees in covered positions shall participate in the Police 1977 Fund with the employee paying the 6% mandatory employee contribution which is based on the Certified First-Class Patrolman wage of \$49,000.

Pay for Performance (PFP): PFP 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 PFP amount received.

Employee Health Insurance: Insurance is provided by the Town of McCordsville for all full-time employees. For those full-time employees waiving the health insurance benefit, the Town offers disability/accident protection insurance as an alternative. For those employees participating in the health insurance benefit, the Town pays for the employee coverage and 50% of any dependent coverage.

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

Other Types of Paid Time Off (Police Department Employees): See General Order Number listed below -

1. Vacation General Order 1.100 (Glossary) and General Order 10.230 (Paid Absences).
2. Military Leave General Order 10.210 (Military Leave).
3. Sick Leave General Order 1.100 (Glossary), 10.230 (Paid Absences) and General Order 5.20 (Sick Leave Bank).
4. Funeral/Bereavement Leave General Order 1.100 (Glossary) and General Order 10.230 (Paid Absences)
5. 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 \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_. 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 McCCORDSVILLE, INDIANA**

**Voting Affirmative:**

\_\_\_\_\_  
Larry J. Longman

\_\_\_\_\_  
Bryan T. Burney

\_\_\_\_\_  
Thomas R. Strayer

\_\_\_\_\_  
Branden D. Williams

\_\_\_\_\_  
Barry A. Wood

**Voting Opposed:**

\_\_\_\_\_  
Larry J. Longman

\_\_\_\_\_  
Bryan T. Burney

\_\_\_\_\_  
Thomas R. Strayer

\_\_\_\_\_  
Branden D. Williams

\_\_\_\_\_  
Barry A. Wood

**ATTEST:** \_\_\_\_\_

Catherine C. Gardner, Clerk-Treasurer

