

Ordinance No 05-18

Presented by the Board of Public Works

AN ORDINANCE TO AMEND ORDINANCE NO. 25-17 (AMENDED), TO FIX THE 2018 SALARY SCHEDULE FOR THE WASTEWATER TREATMENT UTILITY AS SUBMITTED BY THE BOARD OF PUBLIC WORKS AND SAFETY FOR APPROVAL BY THE COMMON COUNCIL OF THE CITY OF WEST LAFAYETTE, INDIANA

WHEREAS, the Board of Public Works and Safety of the City of West Lafayette, Indiana, hereby fixes the salary schedule for appointed officers and employees working with the Wastewater Treatment Utility of the City of West Lafayette, Indiana, for the year 2018, and requests that such salary ranges for each position be approved by the Common Council. All amounts shown are subject to the availability funds.

Be It Ordained by the Common Council of the City of West Lafayette, Indiana, that:

SECTION 1.

For the year 2018, the salary schedule for the appointed officers and employees with Wastewater Treatment Utility of the City of West Lafayette, Indiana, be fixed as follows:

OPERATIONS				
Position	# Hours/Workweek	FLSA	Biweekly (\$) Minimum	Biweekly (\$) Maximum
Utility Director	40	Exempt	2,759.40	3,038.27
Superintendent	40	Exempt	2,673.42	2,860.58
Maintenance Supervisor	40	Exempt	2,021.11	2,648.60
Operations Supervisor	40	Exempt	2,021.11	2,559.10
Information Services/Instrumentation Technician	40	Non-Exempt	1,714.80	2,227.09
Laboratory Manager	40	Exempt	1,948.74	2,435.10
Administrative Assistant	40	Non-Exempt	1,286.68	1,690.01
Operator	40	Non-Exempt	1,342.14	1,949.25
Maintenance/Operator	40	Non-Exempt	1,342.14	1,949.25
Laboratory Technician	40	Non-Exempt	1,342.14	1,892.79
Collections Systems/GIS Supervisor	40	Exempt	2,021.11	2,607.43

SEE ADDITIONAL STATEMENTS

FINANCE				
Position	# Hours/Workweek	FLSA	Biweekly (\$) Minimum	Biweekly (\$) Maximum
Accounting I	37.5	Non-Exempt	93.81	1,618.04
Accounting II	37.5	Non-Exempt	126.94	1,967.72
Accounting III	37.5	Non-Exempt	158.94	2,317.40

COLLECTION SYSTEM					
Position	# Hours/Workweek	FLSA	Clothing Allowance	Biweekly (\$) Minimum	Biweekly (\$) Maximum
Foreman/Equipment Operator	40	Non-Exempt	600.00	1,545.00	2,414.09
Assistant Foreman/Equipment Operator	40	Non-Exempt	600.00	1,545.00	2,211.69
Equipment Operator/Laborer	40	Non-Exempt	600.00	1,545.00	2,009.29
Inspector	40	Non-Exempt	600.00	1,545.00	2,160.21

SEE ADDITIONAL STATEMENTS

SANITATION					
Position	# Hours/Workweek	FLSA	Clothing Allowance	Biweekly (\$) Minimum	Biweekly (\$) Maximum
Driver/Collector/Processor	40	Non-Exempt	600.00	1,545.00	2,009.29
Administrative Assistant	40	Non-Exempt	0.00	551.21	752.09

SEE ADDITIONAL STATEMENTS

POLLUTION PREVENTION/STORMWATER					
Position	# Hours/Workweek	FLSA	Clothing Allowance	Biweekly (\$) Minimum	Biweekly (\$) Maximum
Fleet Manager/Operator	40	Non-Exempt	300.00	772.50	1,207.05
Equipment Operator/Laborer	40	Non-Exempt	600.00	1,545.00	2,009.29
Equipment Operator/Laborer (25%)	40	Non-Exempt	150.00	386.25	502.32

SEE ADDITIONAL STATEMENTS

Ordinance No 05-18, 2018 WWTU Salary Ordinance (continued)

From the revenues of the Wastewater Treatment Utility of the City of West Lafayette, Indiana, additional compensation will be paid to certain officials and employees for services connected with the operation of the Wastewater Treatment Utility as follows:

Position	# Hours/ Workweek	FLSA	Biweekly (\$) Minimum	Biweekly (\$) Maximum
Mayor	-	Exempt	-	1,459.44
Clerk	-	Exempt	-	865.05
Controller	40	Exempt	1,142.51	1,273.08
Deputy Controller	37.5	Exempt	800.00	954.00
Accounting I	37.5	Non-Exempt	93.81	1,618.04
Accounting II	37.5	Non-Exempt	126.94	1,967.72
Accounting III	37.5	Non-Exempt	158.94	2,317.40
Mayor's Administrative Assistant	37.5	Non-Exempt	256.62	311.38
Human Resources Director	40	Exempt	1,103.76	1,235.87
Information Technology Director	40	Exempt	1,082.12	1,202.89
IT Systems Administrator	37.5	Non-Exempt	796.73	945.70
Network Administrator	37.5	Non-Exempt	796.73	978.39
Public Works Director	40	Exempt	1,485.84	1,656.13
City Engineer	40	Exempt	1,433.12	1,591.98
Assistant City Engineer	37.5	Exempt	1,976.16	2,815.52
Stormwater Inspector	37.5	Non-Exempt	1,803.53	2,206.67
Project Engineer	37.5	Exempt	399.93	526.41
Business Manager/Permits Coordinator	37.5	Non-Exempt	917.68	1,082.12
Administrative Assistant (Engineering)	37.5	Non-Exempt	714.98	888.16
Director of Development	40	Exempt	1,379.71	1,519.14
			963.69	1,165.44
Quality of Life	37.5	Non-Exempt	289.11	349.63
Economic Development Administrative Aide	37.5	Exempt	378.21	409.85
Director of Rental Housing Inspections	37.5	Exempt	744.05	950.94
Inspector (RHI/Fire)				
Data and Project Administrator	37.5	Exempt	1,700.79	2,061.46
Street Commissioner	40	Exempt	551.88	607.66

Ordinance No 05-18, 2018 WWTU Salary Ordinance (continued)

Additional Statements Related to the WWTU Department:

1. Employees assigned to work any hours on the 2nd shift will receive an additional \$0.25 per hour compensation. Employees assigned to work any hours on the 3rd shift will receive an additional \$0.50 per hour compensation.
2. Employee pay will be increased for each Sacramento course passed and each level of IDEM Certification achieved according to the following schedules. The Board of Works will approve all pay increases upon presentation of Certification. For Sacramento courses, pay increases will be retroactive to the first day of the month specified on the Certification of Completion for each Sacramento course. For IDEM Certifications, pay increases will be retroactive to date of the IDEM examination. An employee will be paid for the total of all courses and/or certification levels achieved. Any incentive pay, certification and/or home study courses may be are in addition to the salary and pay schedule listed above.

Schedule of Sacramento Course Pay

\$250.00 each course, up to four (4) courses

Schedule of IDEM Certification Pay

Class I, Class II, Class III, Class IV - \$1,000.00 per class passed

Class A, Class B, Class C, Class D - \$125.00 per class passed

3. Operations employees receive a 30-minute paid lunch period. This 30-minute paid lunch period will be considered hours worked for the computation of overtime pay or earning compensatory time.

Additional Statements Related to the Street, Sanitation and Recycling Department:

1. Employee pay will be increased based on the below Step-Increase Program schedule. The Step-Increase Program is for qualified Driver/Collector/Processor and Equipment Operator/Laborer positions in Sanitation, WWTU Collections and the Pollution Prevention areas of the Street, Sanitation and Recycling Department.

Initiation (New Hire)	Step 1 1 Year (5% Increase)	Step 2 3 Year (6% Increase)	Step 3 5 Year (6% Increase)	Maximum
\$1,545.00	\$1,622.25	\$1,719.59	\$1,822.76	\$2,009.29

SECTION 2.

The hourly rate for all non-exempt full-time civilian employees will be calculated by dividing the biweekly salary by the number of hours of two regularly scheduled workweeks for such employee.

SECTION 3.

The part-time personnel salary range will be a minimum of \$7.25/hour to a maximum of \$25.00/hour, subject to the approval of the Board of Public Works and Safety.

SECTION 4.

In addition to holiday pay, all employees working on Thanksgiving Day or December 25th will be compensated at the rate of two times for hours worked either by pay or compensatory time. In addition to holiday pay, employees working on all other designated City holidays will be compensated at the rate one and one-half times for hours worked either by pay or compensatory time. Departmental policy will specify whether non-exempt employees will receive pay or compensatory time for hours worked on a designated City holiday. Exempt employees will receive compensatory time only for hours worked on a designated City holiday. This section does not apply to department heads.

SECTION 5.

Clothing allowance will be paid two times a year (the date to be decided by the City Controller) to designated employees.

SECTION 6.

The payroll week will be the calendar week beginning Saturday and ending Friday. The payroll period will consist of two (2) consecutive weeks. The pay date will be the Friday after the end of the payroll period.

SECTION 7.

This ordinance will be effective for, and including, the pay period beginning December 16, 2017 and will continue through the pay period ending December 14, 2018.

SECTION 8.

This Ordinance shall be in full force and effect from and after its passage and signing by the Mayor.

Ordinance No 05-18, 2018 WWTU Salary Ordinance (continued)

INTRODUCED ON FIRST READING ON THE 2 DAY OF April, 2018.

MOTION TO ADOPT MADE BY COUNCILOR Keen, AND SECONDED BY COUNCILOR DeBoer.

DULY ORDAINED, PASSED, AND ADOPTED BY THE COMMON COUNCIL OF THE CITY OF WEST LAFAYETTE, INDIANA, ON THE 2 DAY OF April, 2018, HAVING BEEN PASSED BY A VOTE OF 9 IN FAVOR AND 0 OPPOSED, THE ROLL CALL VOTE BEING:

	AYE	NAY	ABSENT	ABSTAIN
Bunder	✓			
DeBoer	✓			
Dietrich	✓			
Jones	✓			
Keen	✓			
Leverenz	✓			
Sanders	✓			
Thomas	✓			
Wang	✓			


Peter Bunder, Presiding Officer

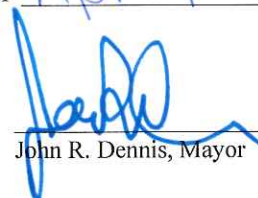
Attest:


Sana G. Booker, Clerk

PRESENTED BY ME TO THE MAYOR OF THE CITY OF WEST LAFAYETTE, INDIANA ON THE 5 DAY OF April, 2018.


Sana G. Booker, Clerk

THIS ORDINANCE APPROVED AND SIGNED BY ME ON THE 5 DAY OF April, 2018.


John R. Dennis, Mayor

Attest:


Sana G. Booker, Clerk