

ORDINANCE NO. 08-16

AN ORDINANCE TO AMEND ORDINANCE NO. 06-16, TO FIX THE 2016 WASTEWATER TREATMENT UTILITY SALARY SCHEDULE AS SUBMITTED BY THE BOARD OF PUBLIC WORKS AND SAFETY FOR APPROVAL BY THE COMMON COUNCIL OF THE CITY OF WEST LAFAYETTE, INDIANA

BE IT ORDAINED BY THE COMMON COUNCIL OF THE CITY OF WEST LAFAYETTE, INDIANA:

SECTION 1.

The Board of Public Works and Safety has established that the salary and pay schedule for the elected and appointed officers and employees working with the Wastewater Treatment Utility of the City of West Lafayette shall be as herein set forth and continue thereafter until duly changed and requests that such schedule be approved by the Common Council.

| OPERATIONS | | | | | |
|---|----------------------|------------------------|------------|-----------------------|-----------------------|
| Position | # Hours/ Workweek | 30 min period lunch | FLSA | Biweekly (\$) Minimum | Biweekly (\$) Maximum |
| Utility Director | 40 | Y | Exempt | 2,601.00 | 2,863.86 |
| Street Commissioner | 40 | N | Exempt | 520.20 | 572.77 |
| Superintendent | 40 | Y | Exempt | 2,519.95 | 2,696.37 |
| Maintenance Supervisor | 40 | Y | Exempt | 1,905.09 | 2,496.56 |
| Operations Supervisor | 40 | Y | Exempt | 1,905.09 | 2,412.19 |
| Information Services/Instrumentation Technician | 40 | Y | Non-Exempt | 1,616.36 | 2,099.24 |
| Laboratory Manager | 40 | Y | Exempt | 1,836.87 | 2,295.31 |
| Administrative Assistant | 40 | Y | Non-Exempt | 1,212.82 | 1,593.00 |
| Operator | 40 | Y | Non-Exempt | 1,265.10 | 1,837.36 |
| Maintenance/Operator | 40 | Y | Non-Exempt | 1,265.10 | 1,837.36 |
| Laboratory Technician | 40 | Y | Non-Exempt | 1,265.10 | 1,784.14 |
| Collections Systems/GIS Supervisor | 40 | Y | Exempt | 1,905.09 | 2,457.76 |
| Accounting I | 37.5 | N | Non-Exempt | 88.43 | 1,525.16 |
| Accounting II | 37.5 | N | Non-Exempt | 119.65 | 1,854.77 |
| Accounting III | 37.5 | N | Non-Exempt | 149.82 | 2,184.37 |

Ordinance No. 08-16, Amending 2016 WWTU Salary Ordinance (continued)

| COLLECTION SYSTEM | | | | | | |
|--------------------------------------|----------------------|------------------------|------------|-----------------------|-----------------------|-----------------------|
| Position | # Hours/ Workweek | 30 min period lunch | FLSA | Clothing Allowance | Biweekly (\$) Minimum | Biweekly (\$) Maximum |
| Foreman/Equipment Operator | 40 | N | Non-Exempt | 600.00 | 1,317.41 | 2,275.51 |
| Assistant Foreman/Equipment Operator | 40 | N | Non-Exempt | 600.00 | 1,222.92 | 1,849.99 |
| Equipment Operator/Laborer | 40 | N | Non-Exempt | 600.00 | 1,317.52 | 1,893.95 |
| Inspector | 40 | N | Non-Exempt | 600.00 | 1,035.71 | 2,036.20 |

| SANITATION | | | | | | |
|-------------------------------|----------------------|------------------------|------------|-----------------------|-----------------------|-----------------------|
| Position | # Hours/ Workweek | 30 min period lunch | FLSA | Clothing Allowance | Biweekly (\$) Minimum | Biweekly (\$) Maximum |
| Driver/Collector/Processor | 40 | N | Non-Exempt | 600.00 | 1,317.52 | 1,890.10 |
| Receptionist/Office Assistant | 40 | N | Non-Exempt | 0.00 | 519.57 | 708.91 |

| POLLUTION PREVENTION/STORMWATER | | | | | | |
|----------------------------------|----------------------|------------------------|------------|-----------------------|-----------------------|-----------------------|
| Position | # Hours/ Workweek | 30 min period lunch | FLSA | Clothing Allowance | Biweekly (\$) Minimum | Biweekly (\$) Maximum |
| Fleet Manager/Operator | 40 | N | Non-Exempt | 300.00 | 658.70 | 1,137.75 |
| Equipment Operator/Laborer | 40 | N | Non-Exempt | 600.00 | 1,317.52 | 1,893.95 |
| Equipment Operator/Laborer (25%) | 40 | N | Non-Exempt | 150.00 | 329.38 | 473.49 |

From the revenues of the Wastewater Treatment Utility of said City for services other than governmental connected with the operation thereof, additional compensation shall be paid to certain officials of said City from the operation thereof as follows:

| Position | # Hours/ Workweek | FLSA | Biweekly (\$) Minimum | Biweekly (\$) Maximum |
|----------------------------------|----------------------|------------|-----------------------|-----------------------|
| Mayor | - | Exempt | 0.00 | 1,222.76 |
| Clerk | - | Exempt | 0.00 | 815.39 |
| Controller | 40 | Exempt | 1,076.92 | 1,200.00 |
| Accounting I | 37.5 | Non-Exempt | 88.43 | 1,525.16 |
| Accounting II | 37.5 | Non-Exempt | 119.65 | 1,854.77 |
| Accounting III | 37.5 | Non-Exempt | 149.82 | 2,184.37 |
| Mayor's Administrative Assistant | 37.5 | Exempt | 241.89 | 293.51 |

Ordinance No. 08-16, Amending 2016 WWTU Salary Ordinance (continued)

| Position | # Hours/ Workweek | FLSA | Biweekly (\$) Minimum | Biweekly (\$) Maximum |
|--|----------------------|------------|--------------------------|--------------------------|
| Human Resources Director | 40 | Exempt | 1,040.40 | 1,164.92 |
| Information Technology Director | 40 | Exempt | 1,020.00 | 1,133.83 |
| IT Systems Administrator | 40 | Non-Exempt | 751.00 | 891.42 |
| Network Administrator | 40 | Non-Exempt | 751.00 | 922.22 |
| Public Works Director | 40 | Exempt | 1,400.54 | 1,561.06 |
| City Engineer | 40 | Exempt | 1,350.85 | 1,500.59 |
| Assistant City Engineer | 37.5 | Exempt | 1,862.72 | 2,653.89 |
| Stormwater Inspector | 37.5 | Non-Exempt | 1,700.00 | 2,080.00 |
| Project Engineer | 37.5 | Exempt | 376.97 | 496.19 |
| Business Manager/Permits Coordinator | 37.5 | Non-Exempt | 865.00 | 1,020.00 |
| Administrative Assistant (Engineering) | 37.5 | Non-Exempt | 673.94 | 837.17 |
| Director of Development | 40 | Exempt | 1,300.50 | 1,431.93 |
| Assistant Director of Development | 37.5 | Exempt | 263.00 | 336.13 |
| Data and Project Administrator | 37.5 | Exempt | 1,603.16 | 1,943.13 |
| Marketing and Grants Administrator | 37.5 | Exempt | 908.37 | 1,098.53 |
| Administrative Assistant (Development) | 37.5 | Non-Exempt | 356.49 | 386.32 |

Additional Statements:

- 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 shall 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 shall be retroactive to the date of the IDEM examination. An employee shall be paid for the total of all courses and/or certification levels achieved.

Schedule of Sacramento Course Pay

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

Schedule of IDEM Certification Pay

| | | | |
|-----------|------------|---------|----------|
| Class I | \$1,000.00 | Class A | \$125.00 |
| Class II | \$1,000.00 | Class B | \$125.00 |
| Class III | \$1,000.00 | Class C | \$125.00 |
| Class IV | \$1,000.00 | Class D | \$125.00 |

- Employees assigned to work any hours on the 2nd shift shall receive an additional \$0.25 per hour compensation. Employees assigned to work any hours on the 3rd shift shall receive an additional \$0.50 per hour compensation.

SECTION 2.

This salary and pay schedule indicates the salary ranges for each position with the actual rate to be established by the Department Head. Any incentive pay, certification and/or home study courses are in addition to the salary and pay schedule listed above.

SECTION 3.

The hourly rate for all non-exempt full-time civilian employees shall be calculated by dividing the biweekly salary by 80, for employees with a regularly scheduled workweek of 40 hours and dividing the biweekly salary by 75 for employees with a regularly scheduled workweek of 37.5 hours.

SECTION 4.

Employees who receive a 30-minute paid lunch period shall have this time considered hours worked for the computation of overtime pay or earning compensatory time.

SECTION 5.

The part-time personnel salary range shall be a minimum of \$7.25/hour to \$17.50/hour, subject to the approval of the Board of Public Works and Safety.

SECTION 6.

All employees will be paid holiday pay for working on a City holiday at their regular rate of pay. In addition to holiday pay, all employees will receive either pay at two times the regular rate of pay or compensatory time at two times for each hour worked on Thanksgiving and Christmas Day. On all other City holidays, employees will receive in addition to holiday pay, either pay at one and one-half times the regular rate of pay or one and one-half times compensatory time for hours worked on a City holiday. Exempt employees shall receive compensatory time only for hours worked on a City holiday. This section does not apply to department heads.

SECTION 7.

Clothing allowance will be paid two times a year (the date to be decided by the Clerk-Treasurer) to designated employees.

SECTION 8.

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

SECTION 9.

This ordinance will be effective for, and including, the pay period ending January 1, 2016, and will continue through the pay period ending December 16, 2016.

SECTION 10.

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

INTRODUCED ON FIRST READING ON THE 7 DAY OF March, 2016.

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

DULY ORDAINED, PASSED, AND ADOPTED BY THE COMMON COUNCIL OF THE CITY OF WEST LAFAYETTE, INDIANA, ON THE 7 DAY OF March, 2016, HAVING BEEN PASSED BY A VOTE OF 6 IN FAVOR AND 0 OPPOSED, THE ROLL CALL VOTE BEING:

| | AYE | NAY | ABSENT | ABSTAIN |
|----------|-----|-----|--------|---------|
| Bunder | ✓ | | | |
| DeBoer | ✓ | | | |
| Dietrich | ✓ | | | |
| Jha | ✓ | | | |
| Keen | | | ✓ | |
| Leverenz | ✓ | | | |
| Sanders | ✓ | | | |
| Thomas | | | ✓ | |
| Wang | | | ✓ | |


Peter Bunder, Presiding Officer

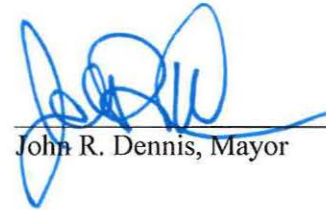
Attest:


Sana G. Booker, Clerk

PRESENTED BY ME TO THE MAYOR OF THE CITY OF WEST LAFAYETTE, INDIANA ON THE 9 DAY OF March, 2016.


Sana G. Booker, Clerk

THIS ORDINANCE APPROVED AND SIGNED BY ME ON THE 9 DAY OF March, 2016.



John R. Dennis, Mayor

Attest:



Sana G. Booker, Clerk