

SALARY ORDINANCE # 2009-14

SALARY ORDINANCE # 2009-14, AN ORDINANCE ESTABLISHING THE DEPARTMENTS OF THE TOWN OF CLOVERDALE, INDIANA FIXING SALARIES AND EMPLOYMENT POLICIES FOR THE YEAR 2010. BE IT ORDAINED BY THE BOARD OF TRUSTEES OF THE TOWN OF CLOVERDALE, INDIANA, SECTION ONE, THAT THE FOLLOWING SHALL BE THE SALARY PAID TO OFFICERS AND EMPLOYEES OF THE TOWN OF CLOVERDALE, INDIANA TO WIT:

TOWN COUNCIL MEMBER:

\$5,000 per year. 45% from Water services income, 45% from Sewage services income, 10% from General fund appropriation.

TOWN CLERK-TREASURER:

\$38,974.00 per year. 30% from Water services income, 30% from General fund appropriation and 40% from Sewage services income. Duties of Clerk: Oversee all activities in the Clerk's office in addition to State required duties.

DEPUTY CLERK-TREASURER:

BUILDING INSPECTOR:

75% of all permits shall be paid to the Building Inspector. 25% of all building permits to be paid to the Town of Cloverdale. An hourly rate of \$25.00 will be paid to the Building Inspector for special inspections not pertaining to building permits (i.e. unsafe buildings) The Building Inspector will be paid 40 cents per mile beginning at the Town Hall to the site of inspection and ending back at the Town Hall. Mileage will be turned in to the Clerk/Treasurer for reimbursement. The Building Inspector shall perform his/her duties According to the State Building Code Inspector.

TOWN MARSHALL:

\$44,100.00 per year. 85% from General Fund appropriation and 15% from the Motor Vehicle Highway fund appropriation. Department policies are to be established by the Town Marshall in accordance with the Standard Operating Procedures of the Cloverdale Police Department.

SENIOR PATROLMAN:

\$38,438.00 per year. 85% from General Fund appropriation and 15% from the Motor Vehicle Highway fund appropriation. Duties established by the Town Marshall in accordance with the Standard Operating Procedures of the Cloverdale Police Dept.

PATROLMAN:

\$35,875.00 per year. 85% from General Fund appropriation and 15% from the Motor Vehicle Highway fund appropriation. Duties established by the Town Marshall in accordance with the Standard Operating Procedures of the Cloverdale Police Dept.

ENTRY-LEVEL /PROBATIONARY PATROLMAN:

\$21,500.00 - \$24,000.00 per year. 85% from General Fund appropriation and 15% from Motor Vehicle Fund appropriation. Duties established by the Town Marshall in accordance with the Standard Operating Procedures of the Cloverdale Police Dept.

UTILITIES CLERK-TYPIST:

\$27,000.00 per year. 50% from the Water services Income and 50% from the Sewage services income.

UTILITY MANAGER:

\$46,125.00 per year. 40% from Water service income, 50% from Sewage service income and 10% from Motor Vehicle Highway fund appropriation. Utility Manager

reports to the Cloverdale Utility Board.

**WASTEWATER TREATMENT
PLANT SUPERINTENDENT:**

\$35,000 — 41818.00 per year. 100% from Sewage Service income. The work week shall consist of forty hours in a one week period. Time and one-half shall be paid for all hours worked over forty hours in a one week period. Work hours shall be 7:30 A.M. to 4:30 P.M., Monday through Friday with one hour off for lunch. This position requires a valid Class II license certified by IDEM Duties to be instructed by Utility Manager.

COLLECTION FOREMAN:

\$25,970.00 - \$28,325.00 per year. 100% from the Sewage service income. The work week shall consist forty hours in a one week period. Work hours shall be 7:30 A.M. to 4:30 P.M., Monday through Friday with one hour off for lunch. Duties to be instructed by the Wastewater Treatment Plant Superintendent with approval from the Utility Manager.

**WATER TREATMENT
SUPERINTENDENT:**

\$39,140.00 - \$43,878.00 per year. 100% from Water Service income. The work week shall consist of forty hours in a one week period. Time and one-half shall be paid for hours worked in a one week period. Work hours shall be 7:30 A.M. to 4:30 P.M., Monday through Friday with one hour off for lunch. A WT-3 and DSM license as well as an ASO if the plant has a pond. Duties to be instructed by the Utility Manager.

DISTRIBUTION FOREMAN:

\$23,000.00 - \$28,325.00 per year. 75% from Water Service 12.5% from Sewage Service and 12.5% from Motor Vehicle Highway. The work week shall consist of forty hours in a one week period, Time and one-half shall be paid for hours worked over forty in a one week period. Work hours shall be 7:30 A.M. to 4:30 P.M. Monday through Friday with one hour off for lunch. Duties to be instructed by the Water Treatment Superintendent and Utility Manager.

UTILITY LABORER:

\$21,630 - \$26,000 per year 45% from Water service income, 45% from Sewage Service income and 10% from Motor Vehicle Highway fund. The work week shall consist of forty hours in a one week period. Time and one-half shall be paid for all hours over forty worked in a one week period. Work hours shall be 7:30 A.M. to 4:30 P.M. Monday through Friday with one hour off for lunch. Duties to be instructed by the Distribution Intake/Street Foreman with approval from the Utility Manager.

STREET DEPT. LABORER:

\$21,630.00 - \$24,720.00 per year. 100% from Motor Vehicle Highway fund. The work week consists of forty Hours worked in a one week period. Time and one-half shall be paid for all hours over forty worked in a one week period. Work hours shall be 7:30 A.M. to 4:30 P.M. Monday through Friday with one hour off for lunch. Duties to be instructed by the Utility Manager.

**UTILITY LABORER
PART-time:**

\$8.50 per hour not-to-exceed twenty-nine hours in a one week period. Work hours shall be 7:30 A.M. to 4:30 P.M. Monday through Friday with one hour off for lunch.

**SECTION TWO: THAT THE FOLLOWING SHALL BE THE EMPLOYEE BENEFITS FOR
THE CLOVERDALE POLICE DEPT:**

1. Each new full-time police officer will fulfill a probationary period of one year subject to all rules and regulations set forth in the Standard Operating Procedures.
2. **Comp-Time:**
 - a. **Earning comp-time:** Each full time police officer may earn compensatory time for hours worked exceeding eighty hours in a two week period. Compensatory time will be recorded on the officer's time sheet and will only be officially earned when approved by signature of the Town Marshall on the time sheet.
 - b. **Using comp-time:** Each full time officer may use compensatory time after approval from the Town Marshall.
 - c. **Expiration:** Comp-time used is non-cumulative. If not used within a thirty day period from the time it is earned, it will be deleted from the officer's records. Upon termination of employment, any unused comp-time accumulated will not be reimbursed.
3. The Town of Cloverdale will pay all but one percent for insurance coverage for the full time Police Officer with the Insurance Company of the Town's choosing.
4. Each full-time Police Officer will receive five days sick leave each anniversary year to be used for illness only of the employee or immediate family member, cumulative.
5. Each full-time Police Officer shall be granted paid time off for jury duty.
6. Each full time Police Officer shall be granted three days absence during their anniversary year with pay in case of the death of employee's mother, father, sister, brother, spouse, child, Grandparent, Father-in-law or Grandchild.
7. **VACATION:**

Each full time Police Officer shall be granted vacation with pay a follows upon eligible anniversary date:

 - a. After completing six months of the one year probationary service, each full time Police Officer shall receive five days vacation pay, non-cumulative.
 - b. After completing one year probationary period, each full time Police Officer shall receive ten days vacation pay, non-cumulative.
 - c. Each Police Officer with more than two years full time service but less than five years Of full time service shall receive twenty days vacation pay, non-cumulative.
 - d. Each Police Officer with more than five ~~days~~ ^{years} full time service shall receive thirty days vacation pay, non-cumulative.
 - e. Each full time Police Officer shall receive vacation days in accordance with hours Worked during a working shift (i.e. 10 working hours = 10 vacation hours per day)

ATTEST:



Patti Truax, Clerk/Treasurer



Don Sublett, Council President

Stephen Caulkins, Vice-President



Cathy Tipton, Council Member



Terry Puffer, Council Member



Dennis Padgett, Council President