

SALARY ORDINANCE # 1996-1

AN ORDINANCE ESTABLISHING THE DEPARTMENTS OF THE TOWN OF CLOVERDALE, INDIANA FIXING SALARIES AND EMPLOYMENT POLICIES FOR THE YEAR 1996. 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 TRUSTEES: \$2,700.00 PER YEAR. 40% FROM WATER SERVICES INCOME, 30% FROM SEWAGE SERVICES INCOME, AND 26.7% FROM GENERAL FUND APPROPRIATION AND 3.3% FROM MOTOR VEHICLE HIGHWAY FUND APPROPRIATION.

TOWN CLERK-TREASURER: \$23,200.00 PER YEAR. 40% FROM WATER SERVICES INCOME, 30% FROM SEWAGE SERVICES INCOME, AND 30% FROM GENERAL FUND APPROPRIATION. CLERK DUTIES: OVERSEE ALL ACTIVITIES IN THE CLERK'S OFFICE IN ADDITION TO STATE REQUIREMENTS OF DUTIES.

DEPUTY CLERK-TREASURER: \$11,500.00 PER YEAR. 40% FROM WATER SERVICES INCOME, 30% FROM SEWAGE SERVICES INCOME, AND 30% FROM GENERAL FUND APPROPRIATION. THE DEPUTY CLERK-TREASURER SHALL PERFORM HIS/HER DUTIES UNDER THE SUPERVISION OF THE CLERK-TREASURER AS STATED IN I.C. CODE 36-5-6-6, SECTION 7.

ADMINISTRATIVE ASSISTANT: \$23,700.00 PER YEAR. 40% FROM WATER SERVICES INCOME, 30% FROM SEWAGE SERVICES INCOME, AND 30% FROM GENERAL FUND APPROPRIATION. DUTIES ARE TO BE DIRECTED BY TOWN TRUSTEES.

BUILDING INSPECTOR: \$7,700.00 PER YEAR. 100% FROM THE GENERAL FUND APPROPRIATION. DUTIES ARE AS STATED ACCORDING TO STATE BUILDING INSPECTOR CODES.

CHIEF-OF-POLICE: \$26,965.00 PER YEAR. 90.6% FROM GENERAL FUND APPROPRIATION, AND 9.4% FROM THE MOTOR VEHICLE HIGHWAY FUND APPROPRIATION. DEPARTMENT POLICIES TO BE ESTABLISHED BY THE CHIEF-OF-POLICE.

SENIOR PATROLMAN: \$21,100.00 PER YEAR. 90.6% FROM THE GENERAL FUND APPROPRIATION AND 9.4% FROM THE MOTOR VEHICLE HIGHWAY APPROPRIATION.

UTILITIES MANAGER: \$25,000.00-\$29,622.00 PER YEAR. 45% FROM THE WATER SERVICES INCOME, 45% FROM THE SEWAGE SERVICES INCOME, AND 10% FROM THE MOTOR VEHICLE HIGHWAY FUND APPROPRIATION.

PATROLMAN I: \$18,550.00 PER YEAR. 90.6% FROM THE GENERAL FUND APPROPRIATION AND 9.4% FROM THE MOTOR VEHICLE HIGHWAY APPROPRIATION FUND.

PATROLMAN II: \$18,200.00 PER YEAR. 90.6% FROM THE GENERAL FUND APPROPRIATION AND 9.4% FROM THE MOTOR VEHICLE HIGHWAY FUND APPROPRIATION. \$16,500.00 UNTIL AFTER THE OFFICER ATTENDS LAW ENFORCEMENT SCHOOL.

UTILITIES CLERK-TYPIST: \$16,765.00 PER YEAR. 75% FROM THE WATER SERVICES INCOME AND 25% FROM THE SEWAGE SERVICES INCOME. THE WORK WEEK SHALL CONSIST OF 37.5 HOURS AND TIME AND ONE HALF SHALL BE PAID FOR HOURS OVER FORTY HOURS WORKED IN A ONE WEEK PERIOD. WORK HOURS SHALL BE EIGHT O'CLOCK A.M. UNTIL FOUR THIRTY O'CLOCK P.M. WITH ONE HOUR OFF FOR LUNCH. DUTIES TO BE INSTRUCTED BY THE CLERK-TREASURER.

DISTRIBUTION INTAKE FOREMAN: \$18,500.00 PER YEAR. 60% FROM THE WATER SERVICES INCOME, 37.5% FROM THE SEWAGE SERVICES INCOME AND 2.5% FROM THE MOTOR VEHICLE HIGHWAY FUND APPROPRIATION. THE WORK WEEK SHALL CONSIST OF FORTY HOURS IN A ONE WEEK PERIOD. TIME AND ONE HALF SHALL BE PAID FOR ALL HOURS WORKED IN A ONE WEEK PERIOD.

SEWAGE PLANT FOREMAN: \$24,670.00 PER YEAR. 100% FROM THE SEWAGE SERVICE INCOME. THE WORK WEEK SHALL CONSIST OF FORTY HOURS AND TIME AND ONE HALF SHALL BE PAID FOR ALL HOURS WORKED OVER FORTY HOURS IN A ONE WEEK PERIOD.

3. EACH FULL TIME EMPLOYEE SHALL RECEIVE THREE (3) DAYS PAID PERSONAL LEAVE EACH CALENDAR YEAR, CUMULATIVE. UNUSED PERSONAL DAYS WILL NOT BE PAID UPON TERMINATION.
4. EACH FULL TIME EMPLOYEE SHALL BE GRANTED PAID TIME OFF FOR JURY DUTY.
5. EACH FULL TIME EMPLOYEE SHALL BE GRANTED THREE (3) DAYS ABSENCE WITH PAY IN CASE OF DEATH OF THE EMPLOYEE'S MOTHER, FATHER, SISTER, BROTHER, SPOUSE, CHILD, GRANDPARENT, MOTHER-IN-LAW, FATHER-IN-LAW OR GRANDCHILD.
6. VACATIONS:
EACH FULL TIME EMPLOYEE SHALL BE GRANTED A VACATION PERIOD WITH PAY AS FOLLOWS:

ONE (1) YEAR CONTINUOUS SERVICE	-----	FIVE (5) DAYS
TWO (2) YEARS CONTINUOUS SERVICE	-----	TEN (10) DAYS
TEN (10) YEARS CONTINUOUS SERVICE	-----	FIFTEEN (15) DAYS
FIFTEEN (15) YEARS CONTINUOUS SERVICE	-----	TWENTY (20) DAYS

VACATION DAYS MAY ACCUMULATE, HOWEVER, IN CASE OF TERMINATION, A MAXIMUM OF TEN (10) UNUSED VACATION DAYS WILL BE PAID.
7. HOLIDAYS:
THE FOLLOWING HOLIDAYS WILL BE OBSERVED BY ALL FULL TIME EMPLOYEES EXCLUDING THE POLICE DEPARTMENT MEMBERS:

NEW YEAR'S EVE
NEW YEAR'S DAY
MARTIN LUTHER KING'S BIRTHDAY
INDEPENDENCE DAY
ELECTION DAY (SAME AS STATE EMPLOYEE POLICY)
MEMORIAL DAY
PRESIDENT'S DAY
COLUMBUS DAY
LABOR DAY
VETERAN'S DAY
THANKSGIVING DAY AND THE DAY FOLLOWING
CHRISTMAS EVE
CHRISTMAS DAY
8. THE TOWN SHALL FURNISH CLOTHING TO THE UTILITY MANAGER, UTILITY TECHNICIANS, AND THE UTILITY FOREMEN. QUANTITIES SHOWN ARE THE MAXIMUM DURING THE CALENDAR YEAR AND THEN ONLY IF DEEMED SERVICEABLE BY THE UTILITY MANAGER. RENTED UNIFORMS PROVIDED WITH LOGO AND NAME, ELEVEN EACH PER EMPLOYEE. A WORK JACKET W/ZIP-IN LINER AND LOGO AND NAME, (1) AND A PAIR OF INSULATED COVERALLS W/LOGO AND NAME (1).
9. THE TOWN SHALL FURNISH THE NEEDED SAFETY AND FOUL WEATHER GEAR AS REQUIRED BY IOSHA, THE DISCRETION OF THE UTILITY MANAGER AND WITH APPROVAL OF THE TOWN COUNCIL TO THE EMPLOYEES IN #8.

SECTION THREE:

THAT THE FOLLOWING SHALL BE THE BENEFITS OF THE CLOVERDALE POLICE DEPARTMENT:

SEWAGE PLANT LABORER: \$16,500.00 PER YEAR. 97% FROM THE SEWAGE SERVICES INCOME, AND 3% FROM THE MOTOR VEHICLE HIGHWAY APPROPRIATION FUND. THE WORK WEEK SHALL CONSIST OF FORTY HOURS IN A ONE WEEK PERIOD AND TIME AND ONE HALF SHALL BE PAID FOR ALL HOURS OVER THE FORTY HOURS IN A ONE WEEK PERIOD.

WATER TREATMENT FOREMAN: \$20,000.00 PER YEAR. 100% FROM WATER SERVICES INCOME. THE WORK WEEK SHALL CONSIST OF FORTY HOURS AND TIME AND ONE HALF SHALL BE PAID FOR ALL HOURS WORKED OVER THE FORTY HOURS IN A ONE WEEK PERIOD.

WATER TREATMENT LABORER: \$15,000.00-\$17,840.00 PER YEAR. 100% FROM WATER SERVICES INCOME. THE WORK WEEK SHALL CONSIST OF FORTY HOURS AND TIME AND ONE HALF SHALL BE PAID FOR ALL HOURS WORKED OVER THE FORTY HOURS IN A ONE WEEK PERIOD.

UTILITY LABORER: \$15,000.00-\$17,840.00 PER YEAR. 92% FROM WATER SERVICES INCOME, 5% FROM SEWAGE SERVICES INCOME AND 3% FROM MOTOR VEHICLE HIGHWAY FUND APPROPRIATION. THE WORK WEEK SHALL CONSIST OF FORTY HOURS IN A ONE WEEK PERIOD AND TIME AND ONE HALF FOR ALL HOURS OVER FORTY HOURS WORKED IN A ONE WEEK PERIOD.

SECTION TWO:

THAT THE FOLLOWING SHALL BE THE RULES, REGULATIONS AND POLICIES APPLICABLE TO THE BENEFITS DUE OFFICER AND EMPLOYEES OF THE TOWN OF CLOVERDALE, INDIANA EXCLUDING THE POLICE DEPARTMENT:

1. THE TOWN OF CLOVERDALE, INDIANA WILL PAY ALL PREMIUMS FOR FULL TIME TOWN EMPLOYEES WITH AN INSURANCE COMPANY OF THE TOWN'S CHOICE FOR GROUP INSURANCE.
2. EACH FULL TIME EMPLOYEE SHALL RECEIVE FIVE (5) DAYS SICK LEAVE EACH CALENDAR YEAR TO BE USED FOR ILLNESS ONLY OF EMPLOYEES OR IMMEDIATE FAMILY MEMBERS. CUMULATIVE.

1. THE TOWN OF CLOVERDALE, INDIANA WILL PAY ALL THE PREMIUM OF INSURANCE COVERAGE OF FULL TIME POLICE DEPARTMENT EMPLOYEES WITH AN INSURANCE COMPANY OF THE TOWN'S CHOICE FOR GROUP INSURANCE.
2. EACH FULL TIME EMPLOYEE SHALL RECEIVE FIVE (5) DAYS SICK LEAVE EACH CALENDAR YEAR TO BE USED FOR ILLNESS ONLY OF THE EMPLOYEE OR IMMEDIATED FAMILY MEMBER. NON-CUMULATIVE
3. EACH FULL TIME EMPLOYEE SHALL BE GRANTED PAID TIME OFF FOR JURY DUTY.
4. EACH FULL TIME EMPLOYEE SHALL BE GRANTED THREE (3) DAYS ABSENCE WITH PAY IN CASE OF DEATH OF THE EMPLOYEE'S MOTHER, FATHER, SISTER, BROTHER, SPOUSE, CHILD, GRANDPARENT, FATHER-IN-LAW, MOTHER-IN-LAW, OR GRANDCHILD.
5. VACATION:
EACH FULL TIME POLICE OFFICER SHALL BE GRANTED A VACATION PERIOD WITH PAY AS FOLLOWS:
 - A. FIRST YEAR PROBATIONARY POLICE OFFICERS SHALL RECEIVE TEN (10) DAYS ANNUAL LEAVE. NON-CUMULATIVE
 - B. ALL POLICE PERSONNEL WITH MORE THAN ONE (1) YEAR FULL TIME PAID SERVICE BUT LESS THAN TWO (2) YEARS OF FULLTIME PAID SERVICES RECEIVE TWENTY (20) DAYS ANNUAL LEAVE. NON-CUMULATIVE
 - C. ALL PERSONNEL WITH MORE THAN TWO (2) YEARS OF FULL TIME PAID SERVICES BUT LESS THAN TEN (10) YEARS OF FULL TIME PAID SERVICE RECEIVE THIRTY (30) DAYS ANNUAL LEAVE. NON-CUMULATIVE

PASSED AND ADOPTED THIS 22nd DAY OF Dec, 1995.

Dan Johnson

Martha Davis

Maunie Mann

Lorrie Brunfield

John Peters

ATTEST:

Patti Truax Clerk-Treasurer
Patti Truax, Clerk-Treasurer