

SALARY ORDINANCE # 1997-1 _____

AN ORDINANCE ESTABLISHING THE DEPARTMENTS OF THE TOWN OF CLOVERDALE, INDIANA FIXING SALARIES AND EMPLOYMENT POLICIES FOR THE YEAR 1997. 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 TRUSTEE: \$3,000.00 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: \$24,200.00 PER YEAR. 40% FROM WATER SERVICES INCOME, 30% FROM GENERAL FUND AND 30% FROM SEWAGE SERVICES INCOME. CLERK DUTIES: OVERSEE ALL ACTIVITIES IN THE CLERK'S OFFICE IN ADDITION TO STATE REQUIREMENTS OF DUTIES.

DEPUTY CLERK-TREASURER: \$12,500.00 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: \$22,000.00 PER YEAR. 50% FROM WATER SERVICES INCOME, 40% FROM SEWAGE SERVICES INCOME, AND 10% FROM GENERAL FUND APPROPRIATION. DUTIES ARE TO BE DIRECTED BY THE TOWN COUNCIL.

BUILDING INSPECTOR: \$8,200.00 PER YEAR. 100% FROM THE GENERAL FUND APPROPRIATION. DUTIES ARE STATED ACCORDING TO STATE BUILDING INSPECTOR CODES. MILEAGE WILL BE PAID TO THE BUILDING INSPECTOR OF 25¢ PER MILE WHICH WILL BE LOGGED AND TURNED IN TO THE COUNCIL AT THEIR MONTHLY COUNCIL MEETINGS.

TOWN MARSHALL: \$25,000.00 PER YEAR. 90.6% FROM GENERAL FUND APPROPRIATION AND 9.4% FROM THE MOTOR VEHICLE HIGHWAY FUND APPROPRIATION. DEPARTMENT POLICIES ARE TO BE ESTABLISHED BY THE TOWN MARSHALL IN ACCORDANCE WITH STANDARD OPERATING PROCEDURES SET BY THE TOWN COUNCIL OF THE TOWN OF CLOVERDALE.

WATER TREATMENT FOREMAN:

\$20,000.00 PER YEAR. 100% FROM WATER SERVICES INCOME. 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 HOURS WORKED IN A ONE WEEK PERIOD. WORK HOURS SHALL BE 7:30 A.M. TO 4:30 P.M. WITH ONE HOUR OFF FOR LUNCH MONDAY THROUGH FRIDAY. DUTIES TO BE INSTRUCTED BY UTILITY MANAGER.

WATER TREATMENT LABORER:

\$15,000.00 -17,000.00 PER YEAR 100% FROM WATER SERVICES 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. WITH ONE HOUR OFF FOR LUNCH MONDAY THROUGH FRIDAY. DUTIES TO BE INSTRUCTED BY WATER TREATMENT FOREMAN WITH APPROVAL OF UTILITY MANAGER.

UTILITY LABORER:

\$15,000.00 - 17,000.00 PER YEAR. 92% FROM WATER SERVICES INCOME, 5% FROM SWAGE SERVICES INCOME, AND 3% FROM 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 OVER FORTY HOURS WORKED IN A ONE WEEK PERIOD. Work HOURS SHALL BE 7:30 A.M. TO 4:30 P.M. WITH ONE HOUR OFF FOR LUNCH MONDAY THROUGH FRIDAY. DUTIES TO BE INSTRUCTED BY DISTRIBUTION INTAKE FOREMAN WITH APPROVAL OF UTILITY MANAGER.

SECTION TWO:

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

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 IMMEDIATE FAMILY MEMBER.
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.

PATROLMAN: \$18,500.00 PER YEAR. 90.6% FROM THE GENERAL FUND APPROPRIATION AND 9.4% FROM THE MOTOR VEHICLE HIGHWAY FUND APPROPRIATION. DEPARTMENT POLICIES TO BE ESTABLISHED BY THE TOWN MARSHALL IN ACCORDANCE WITH STANDARD OPERATING PROCEDURES.

UTILITIES MANAGER: \$25,000.00 - 29,000.00 PER YEAR. 47.5% FROM THE WATER SERVICES INCOME, 47.5% FROM THE SEWAGE SERVICES INCOME, AND 5% FROM THE MOTOR VEHICLE HIGHWAY FUND APPROPRIATION. UTILITY MANAGER REPORTS TO THE TOWN COUNCIL.

UTILITIES CLERK-TYPIST: \$17,765.00 PER YEAR. 75% FROM THE WATER SERVICES INCOME, 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 8:00 A.M. TO 4:30 P.M. WITH ONE HOUR OFF FOR LUNCH MONDAY THROUGH FRIDAY. DUTIES TO BE INSTRUCTED BY CLERK-TREASURER.

DISTRIBUTION INTAKE FOREMAN: \$19,500.00 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. WORK HOURS SHALL BE 7:30 A.M. TO 4:30 P.M. WITH ONE HOUR OFF FOR LUNCH MONDAY THROUGH FRIDAY. DUTIES TO BE INSTRUCTED BY UTILITY MANAGER.

SEWAGE PLANT FOREMAN: \$25,670.00 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 OVER FORTY HOURS WORKED IN A ONE WEEK PERIOD. WORK HOURS SHALL BE 7:30 A.M. TO 4:30 P.M. WITH ONE HOUR OFF FOR LUNCH MONDAY THROUGH FRIDAY. DUTIES TO BE INSTRUCTED BY UTILITY MANAGER.

SEWAGE PLANT LABORER: \$18,000.00 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 OVER FORTY HOURS WORKED IN A ONE WEEK PERIOD. WORK HOURS SHALL BE 7:30 A.M. TO 4:30 P.M. WITH ONE HOUR OFF FOR LUNCH MONDAY THROUGH FRIDAY. DUTIES TO BE INSTRUCTED BY SEWAGE FOREMAN WITH APPROVAL OF UTILITY MANAGER.

5. VACATION:

EACH FULL-TIME POLICE OFFICER SHALL BE GRANTED 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 FULL TIME PAID SERVICES RECEIVE TWENTY (20) DAYS ANNUAL LEAVE. NON-CUMULATIVE.
- C. ALL PERSONNEL WITH MORE THAN TWO (2) YEARS FULL TIME PAID SERVICES BUT LESS THAN TEN (10) YEARS OF FULL-TIME PAID SERVICE RECEIVE THIRTY (30) DAYS ANNUAL LEAVE. NON-CUMULATIVE.
- D. ALL PERSONNEL WITH MORE THAN TEN (10) YEARS FULL TIME PAID SERVICES RECEIVE THIRTY (30) DAYS ANNUAL LEAVE. NON-CUMULATIVE.

PASSED AND ADOPTED THIS 17th DAY OF December, 1996.

Lonnie Brunfield

Juan Pickens

Maurice E. Mann

Daniel S. Johnson

Ann McCannock

ATTEST:

Patti Truax, Clerk-Treasurer
Patti Truax, Clerk-Treasurer