

SALARY ORDINANCE 1994-1 AMENDED

AN ORDINANCE ESTABLISHING THE DEPARTMENTS OF THE TOWN OF CLOVERDALE, INDIANA FIXING SALARIES AND EMPLOYMENT POLICIES FOR THE YEAR 1994.

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: \$2000.00 PER YEAR, 40% THEREOF FROM INCOME FROM WATER SERVICES INCOME, 30% FROM INCOME FROM SEWAGE SERVICES, 26.7% FROM THE GENERAL FUND APPROPRIATION AND 3.3% FROM THE MOTOR VEHICLE HIGHWAY FUND APPROPRIATION.

TOWN CLERK TREASURER: \$22,500.00 PER YEAR, 40% THEREOF FROM WATER SERVICES INCOME 30% THEREOF FROM SEWAGE SERVICES INCOME AND 30% THEREOF FROM THE GENERAL FUND APPROPRIATION. A NEWLY APPOINTED CLERK SHALL RECEIVE \$15,000.00 PER YEAR. CLERK'S DUTIES: OVERSEE ALL ACTIVITIES IN THE CLERK'S OFFICE IN ADDITION TO STATE REQUIREMENTS OF DUTIES.

DEPUTY CLERK: THE DEPUTY CLERK SHALL WORK PART TIME AT \$5.50 PER HOUR, 40% FROM WATER SERVICE INCOME, 30% FROM SEWAGE SERVICE INCOME, AND 30% FROM THE GENERAL FUND APPROPRIATION. THE DEPUTY CLERK SHALL PERFORM HIS/HER DUTIES UNDER THE SUPERVISION OF THE CLERK TREASURER AS STATED IN IND. CODE 36-5-6-6, SECTION 7.

ADMINISTRATIVE ASSISTANT/  
BUILDING INSPECTOR: \$30,000.00 PER YEAR, 40% THEREOF FROM INCOME FROM WATER SERVICES, 30% FROM THE INCOME FROM SEWAGE SERVICES, AND 30% FROM THE GENERAL FUND APPROPRIATION. REPORTS DIRECTLY TO TOWN TRUSTEES. DUTIES ARE TO BE DIRECTED BY TOWN TRUSTEES, AND ARE TO INCLUDE ATTENDANCE AT ALL PLANNING COMMISSION, ZONING BOARD OF APPEALS, AND TOWN TRUSTEE MEETINGS.

CHIEF-OF-POLICE: \$25,750.00 PER YEAR, <sup>90.6</sup>85% FROM THE GENERAL FUND APPROPRIATION AND <sup>15.4</sup>15% FROM THE MOTOR VEHICLE HIGHWAY APPROPRIATION. DEPARTMENT POLICIES TO BE ESTABLISHED BY THE CHIEF-OF-POLICE.

SENIOR PATROLMAN: \$20,000.00 PER YEAR, <sup>90.6</sup>85% FROM THE GENERAL FUND APPROPRIATION AND <sup>9.4</sup>15% FROM THE MOTOR VEHICLE HIGHWAY APPROPRIATION.

PATROLMAN: \$17,500.00 PER YEAR, <sup>90.6</sup>85% FROM THE GENERAL FUND APPROPRIATION AND <sup>9.4</sup>15% FROM THE MOTOR VEHICLE HIGHWAY FUND APPROPRIATION.

UTILITIES MANAGER: \$28,355.00 PER YEAR, 45% FROM THE WATER SERVICES, 45% FROM THE SEWAGE SERVICES AND 10% FROM THE MOTOR VEHICLE HIGHWAY FUND APPROPRIATION.

WATER & SEWAGE CLERK-  
TYPIST: \$15,720.00 PER YEAR, 75% FROM THE WATER SERVICES, AND 25% FROM THE SEWAGE SERVICES. WORK WEEK SHALL CONSIST OF 37.5 HOURS AND TIME AND ON HALF SHALL BE PAID FOR HOURS WORKED OVER FORTY HOURS 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.

UTILITIES FOREMAN:

\$17,140.00 PER YEAR, 60% FROM THE INCOME FROM THE WATER SERVICES, 37.5% FROM THE SEWAGE SERVICES AND 2.5% FROM THE MOTOR VEHICLE HIGHWAY APPROPRIATION FUND. THE WORK WEEK SHALL CONSIST OF FORTY HOURS IN A ONE WEEK PERIOD. IN ADDITION TO THE ABOVE, EMPLOYEE SHALL BE PAID \$5.00 PER VISIT(TWO PER DAY) TO WATER AND SEWAGE PLANTS TO PERFORM DESIGNATED SURVEILLANCE DUTIES ON NON-WORKING DAYS. TIME AND ONE-HALF SHALL BE PAID FOR ALL HOURS WORKED OVER FORTY HOURS IN A ONE WEEK PERIOD.

SEWAGE PLANT FOREMAN:

\$23,500.00 PER YEAR, 100% FROM SEWAGE SERVICES. 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.

WATER TREATMENT OPR:

\$16,916.00 PER YEAR, 100% FROM THE WATER SERVICES. 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. IN ADDITION, THE EMPLOYEE SHALL BE PAID \$5.00 PER VISIT (TWO PER DAY) TO WATER AND SEWAGE PLANTS TO PERFORM DESIGNATED SURVEILLANCE DUTIES ON NON-WORKING DAYS.

SENIOR UTILITY LABORER:

\$16,250.00 PER YEAR, 97% FROM THE WATER SERVICES AND 3% FROM THE MOTOR VEHICLE HIGHWAY FUND APPROPRIATION. 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. IN ADDITION, THE EMPLOYEE SHALL BE PAID \$5.00 PER VISIT, (TWO PER DAY), TO WATER AND SEWAGE PLANTS TO PERFORM DESIGNATED SURVEILLANCE DUTIES ON NON-WORKING DAYS.

UTILITY LABORERS:

\$15,250.00 PER YEAR, 97% FROM THE WATER SERVICES AND 3% FROM THE MOTOR VEHICLE HIGHWAY FUND APPROPRIATION. 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. IN ADDITION, THE EMPLOYEE SHALL BE PAID \$5.00 PER VISIT, (TWO PER DAY), TO WATER AND SEWAGE PLANTS TO PERFORM DESIGNATED SURVEILLANCE DUTIES ON NON-WORKING DAYS.

SECTION TWO:

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

1. THE TOWN OF CLOVERDALE, INDIANA WILL PAY ALL PREMIUMS EXCEPT FOR \$0.01 OF INSURANCE COVERAGE 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 PAID SICK LEAVE EACH CALENDAR YEAR, NON-CUMULATIVE, TO BE USED FOR ILLNESS ONLY OF THE EMPLOYEE.
3. EACH FULL TIME EMPLOYEE SHALL RECEIVE (3) DAYS PAID PERSONAL LEAVE EACH CALENDAR YEAR, NON-CUMULATIVE.

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, FATHER-IN-LAW OR MOTHER-IN-LAW OR GRANDCHILD.

6. VACATIONS:

EACH FULL TIME EMPLOYEE SHALL BE GRANTED A VACATION PERIOD WITH PAY AS FOLLOWS:

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

7. HOLIDAYS:

THE FOLLOWING HOLIDAYS WILL BE OBSERVED BY ALL FULL TIME EMPLOYEES EXCLUDING THE POLICE DEPARTMENT MEMBERS:

NEW YEAR'S EVE	* ELECTION DAY
NEW YEAR'S DAY	LABOR DAY
MARTIN LUTHER KING'S BIRTHDAY	VETERAN'S DAY
INDEPENDENCE DAY	THANKSGIVING AND THE DAY FOLLOWING
MEMORIAL DAY	CHRISTMAS EVE AND CHRISTMAS DAY
PRESIDENT'S DAY	

\* ELECTION DAY ONLY IF A GENERAL ELECTION.

8. THE TOWN SHALL FURNISH CLOTHING TO THE UTILITY MANAGER, UTILITY TECHNICIANS AND THE UTILITY FOREMAN. 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 EACH EMPLOYEE. A WORK JACKET W/ZIP-IN WINTER 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 DUE THE CLOVERDALE POLICE DEPARTMENT:

1. THE TOWN OF CLOVERDALE, INDIANA WILL PAY ALL THE PREMIUM EXCEPT FOR \$0.01 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, NON-CUMULATIVE, TO BE USED FOR ILLNESS ONLY OF THE EMPLOYEE.
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. VACATIONS:

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

PASSED AND ADOPTED THIS 14<sup>th</sup> DAY OF February 1994 ~~DECEMBER~~ 1990.

Daniel G. Johnson  
PRESIDENT

Martha Davis  
MEMBER

Samuel Todd  
MEMBER

Phyllis J. Saldin  
MEMBER

Maurice E. Mann  
MEMBER

ATTEST:

Ruby Barnett  
RUBY BARNETT, CLERK/TREASURER