

SALARY ORDINANCE 2012-10

SALARY ORDINANCE 2012-10, AN ORDINANCE ESTABLISHING THE DEPARTMENTS OF THE TOWN OF CLOVERDALE, INDIANA. FIXING SALARIES AND EMPLOYMENT POLICIES FOR THE YEAR 2012. BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF CLOVERDALE, INDIANA. THAT THE FOLLOWING SHALL BE THE SALARY PAID TO OFFICERS AND EMPLOYEES TO THE TOWN OF CLOVERDALE, INDIANA TO WIT:



Section one:

Town Council Member:

\$5,000.00 per year. Salary

33% from general Fund appropriation
34% from water service income
33% from WWTP/sewage.

Town Clerk Treasurer:

\$38,974.00 per year. Salary

34% from general Fund Appropriation.
33% from water service income.
33% from WWTP/Sewage service income.

Deputy Clerk Treasurer:

\$28,700.00 per year Salary based on a 40 hr. week,

50% from Water Service Income.
50% from WWTP/Sewage Service Income.
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.

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]. 100% out of general.
The Building Inspector will be paid 55 cents per mile beginning at the Town Hall to the site of inspection and ending back at the Town Hall. Mileage will be turned into the Clerk treasurer for Reimbursement. The Building Inspector shall perform his/her Duties according to the State Building Code Inspector.

Town Marshall:

\$41,818.00 per year. Salary Position Vacant

85% from General Fund Appropriation.
15% from MVH Fund Appropriation.
Department policies are to be established by the Town Marshall in accordance with the Standard Operating Procedures [SOP] of the Cloverdale Police Department.

Sergeant:

\$38,438.00 per year. Salary

85% from General Fund Appropriation.
15% from MVH Fund Appropriation.
Duties established by the Town Marshall in accordance with the Standard Operating Procedures [SOP] of the Cloverdale Police Department.

Senior Patrolman:

\$35,875.00 per Year. Salary

85% from General Fund Appropriation.
15% from MVH Fund Appropriation.
Duties established by the Town Marshall in accordance with The Standard Operating Procedures [SOP] of the Cloverdale Police Department.

Patrolman

\$31,500 - \$34,000 per Year. Salary Position Vacant

85% from General Fund Appropriation
15% from MVH Fund Appropriation.
Duties established by the Town Marshall in accordance with
The Standard Operating Procedures [SOP] of the Cloverdale
Police Department

Patrolman Part Time:
No more than three

\$15.00 per Hour Not to exceed 25 hr. in a one week Period.

85% from General Fund Appropriation.
15% from MVH Fund Appropriation.
Duties established by the Town Marshall in accordance with the
Standard Operating Procedures [SOP] of the Cloverdale Police
Department.

Entry Level/Probationary

Patrolman:

\$21,500.00-\$24,000.00 per year. Position Vacant

85% from General Fund appropriation.
15% from MVH Fund appropriation.
Duties established by the Town Marshall in accordance with
The Standard Operating Procedures [SOP] of the Cloverdale
Police Department

Utilities Clerk/Typist:

\$25,000.00 40 hrs wk Position is a part time @ this time

\$10.00 hour 8:00am to 4:30 pm with a half hour lunch
50% from Water service Income.
50% from WWTP/ Sewage Service Income.
Provides business office clerical assistance.
Duties of Utility Clerk: completes Utility Billing, and disconnect.

Utility Manager

\$41,818.00 Salary position vacant

50% from water Service Income
40% from WWTP/Sewage
10 % from MVH
Utility Manager reports to the Cloverdale Utility Board

Utility Manager/

Water treatment superintendent:

\$44,220.00

65%from Water Service Income
25% from WWTP/Sewage
10% from MVH
Utility Manager/Water Treatment Superintendent reports to
the Cloverdale Town Board. Manages the Utilities Departments
[Water, Street, and Wastewater]. In order to provide an
Acceptable level of service to the community. Controls
treatment plant machines and equipment to purify and clarify
for human consumption and for Industrial use. Supervise and
Coordinate activities of workers. The work week shall consist
of forty [40] hours in a one [1] week period. Time and one-half
shall be paid for all hours worked over forty [40] hours in a one
[1] 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
DMS License as well as an ASO if the plant has a pond.
Share Weekend and Holiday duties with Distribution Foreman.

Water Treatment
Superintendent

\$41,536.80

90% from water service.
10% from MVH.
Controls treatment plant machines and equipment to purify and
clarify for human consumption and for Industrial use. The work
shall consist of forty [40] hours of work in a one [1] week
period. Time and one half shall be paid for all hours worked

over forty [40] in a one [1] week period. Work shall be 7:30am to 4:30 pm with a call out pay of two [2] hr minimum, And one [1] hour lunch. License requires a WT-3,DMS and a ASO if the plant has a pond

**Waste Water Treatment
Plant Superintendent:**

\$41,536.80

90% from WWTP/Sewage Service Income.

10% from MVH.

Duties of WWTP/Superintendent. Operates sewage treatment sludge processing and disposal equipment in wastewater [sewage] treatment plant to control the flow and processing of sewage. The work week shall consist of forty [40] hours in a one [1] week period. Time and one-half shall be paid for all hours worked over forty [40] hours in a one [1] week period. Call out pay is minimum two [2] hour with a detail Summary of work done and time completed given to payroll personnel with time cards. 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. Shared weekend and holiday duties with Collection Foreman.

Collection Foreman:

\$27,000.00 - \$30,000.00

Position Vacant

100% WWTP/Sewer Service Income.

The work week shall consist of forty [40] hours in a one [1] week period. Time and one-half shall be paid for all hours worked over forty [40] hours in a one [1] 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. Shared weekend and Holiday duties with WWTP Supervisor. Call out pay is a minimum of two [2] hour with a detail summary of work perform and time complete give with time card too payroll. Class 1 DMS license.

Wastewater Plant Laborer

\$23,004.80 per year \$11.06 an hour

\$24,960.00 per year \$12.00 an hour with CDL license.

45% from Water Service Income.

45% from WWTP/Sewage Income.

10% from MVH

Performs duties assigned in a safe, professional and timely manner. Performs all duties as directed by the Waste Water Plant Foreman or Utility Manager.

The work week shall consist of forty [40] hour in a one [1] week period. Time and one-half shall be paid for all hours worked over forty hours in a one [1] week period. Work hours shall be 7:30 A.M. to 4:30 P.M., Monday through Friday with one hour off for lunch. Share week end and Holiday duties with WWTP Supervisor. Call out pay is a minimum of two [2] hr with a detail summary to be filled out for work perform and time to be given to payroll with your time card.

**Distribution/Intake
Street Foreman**

\$28,308.00

70% from Water Service Income.

20% from WWTP/Sewage Service Income.

10% from MVH Fund appropriation.

Duties Supervises and coordinates activities of workers in cleaning, maintaining and construction of the distribution, intake, and street systems. The work week shall consist of forty [40] hours in a one [1] week period. Time and one-half shall be

paid for hours worked over forty [40] hours in a one [1] week period. Work hours shall be 7:30 A.M. to 4:30 P.M. Monday through Friday. With a one hour lunch. Duties to be instructed by the Water Treatment/Utility Manager. A call out pay is a minimum of two {2} hour with a detail summary of work perform and time finish to be given to payroll with time card. Shared week end and Holiday duties with Water Superintendent.

Utility Laborer:

\$23,100.00 - \$24,980.80 per year
45% from Water Service Income.
45% from WWTP/Sewage Service Income.
10% from MVH Fund Appropriation.
Performs Duties assigned in a safe Professional and timely manner. The work week shall consist of forty [40] hours in a one [1] week period. Time and one-half shall be paid for all hours worked over forty [40] hours in a one [1] week period. Work shall be 8:00 A.M.-4:30 P.M. Monday through Friday with one half hour off for lunch. Duties to be instructed by the Distribution Intake/Street Foreman with approval from the Utility Manager. A call out minimum of two {2} hour with a detail summary of work perform and time finish given to payroll with time cards.

Street Department
Laborer:

\$23,100.00 per year. Position vacant
100% from MVH Fund appropriation.
The work week shall consist of forty [40] hours in a one [1] week period. Time and one-half shall be paid for all hours worked over forty [40] hours in a one [1] week period. Work hours shall be 7:00 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

\$9.00 per hour not to exceed twenty-nine [29] hours in a one week period. Position vacant
\$9.50 per hour with CDL license. Not to exceed twenty-nine (28) hours in a one week period.
45% from Water Service Income.
45% from WWTP Sewage Service Income.
10% from MVH Fund Appropriation.
Work hours shall be 8:00 A.M. through 4:30 P.M. Monday through Friday with one half hour off for lunch.

NOTE** CLASS A DRIVERS LICENSES INCREASE OF \$1,000 A YEAR

SECTION TWO:

That the following shall be the employee benefits for the Cloverdale Police Department:

1. Each new full time police officer will fulfill a probationary period of one [1] year subject to all rules and regulations set forth in the Standard Operating Procedures [SOP].
2. Comp-Time:
 - a. Earning comp-time.
Each full time police officer may earn compensatory time for hours worked exceeding eighty [80] hours in a two [2] 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. Comp time will be earned at time and a half.
 - b. Using comp-time:

Each full time may use compensatory time after approval from the Town Marshall

- c. Expiration:
Comp-time used is non-cumulative. If not used within a thirty [60] day period from the time it is earned; it will be approved by the Town Marshal. Upon termination of employment, any unused comp-time accumulated will be reimbursed.

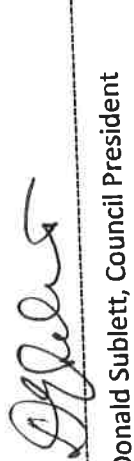
3. Vacation:
Each full time police officer shall be granted vacation with pay as follows upon eligible anniversary

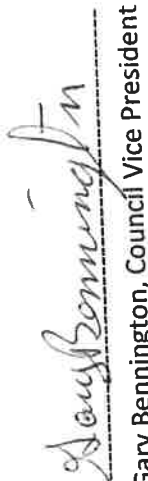
Date:

- a. 1st year- If hired in first six [6] months of the year, each full time police officer shall receive 80 hours. If hired in second six [6] months of the year, each full time police officer shall receive 40 hours.
- b. After completing one [1] year probationary period, each full time police officer shall receive 80 hours vacation pay every year through the end of four [4] years full service.
- c. Each police officer with more than five [5] years of full service shall receive 120 hours vacation pay per every year through the end of nine [9] years of full service.
- d. Each police officer with more than ten [10] years of full service shall receive 160 hours vacation pay per every year through the end of nineteen [19] years of full service.
- e. Each police officer with twenty [20] plus years of full service shall receive 200 hours per every year of full service.
- f. Above does not take holidays into consideration.

ATTEST:


Cheryl Calloway, Clerk Treasurer


Donald Sublett, Council President


Gary Bennington, Council Vice President


Cowetta Patton, Council Member


Dennis Padgett, Council Member

Larry Fidler, Council Member