

ORDINANCE 2021-016

An Ordinance to Establish the Wage and Salary Rates of the Elected Officers, the Non-Elected Officers, and the Employees of the Town of Culver, Indiana

WHEREAS, IC 36-5-3-2 required the Town Council of the Town of Culver enact an ordinance establishing the compensation of all appointed officers, deputies, and employees of the Town of Culver for the calendar year 2021,

NOW, THEREFORE, BE IT ORDAINED by the Town Council of the Town of Culver, Indiana that the salaries and wages as outlined below be effective starting with the payroll including January 1, 2022:

Office of the Clerk-Treasurer

Elected Town Council (4)	\$ 215.38 bi-weekly stipend
Elected Council President (1)	\$ 261.54 bi-weekly stipend
Elected Clerk – Treasurer with three certifications	\$1,961.54 bi-weekly, salaried \$2,081.54 bi-weekly, salaried
Town Manager	\$3,345.80 bi-weekly split, salaried 32% Clerk, 34% Water, 34% Sewer
Deputy Clerk-Treasurer	\$ 18.00 - \$22.00 per hour split, 2080 hours 54% Clerk, 23% Water, 23% Sewer
Building Commissioner	\$ 307.70 bi-weekly stipend
Part-time Clerk-Assistant	\$ 10.00 per hour, variable

Police Department

Town Marshal	\$ 2,388.12 bi-weekly
Deputy Chief	\$ 22.00 – 27.00 per hour, 2184 hours per year
Full-time Deputy (3)	\$ 22.00 – 25.00 per hour, 2184 hours per year each
Part-time Officers	\$ 15.00 – 21.50 per hour, variable hours
School Patrol	\$ 11.00 – 17.00 per hour, 180 hours per year

Emergency Medical Services

Director	\$ 20.00 – 25.00 per hour, 2080 hours per year
Full-time EMT/Paramedic (3)	\$ 16.00 – 21.00 per hour, 2080 hours per year
Part-time Paramedics	\$ 14.00 – 18.00 per hour, variable hours
Part-time EMT	\$ 12.00 – 16.00 per hour, variable hours

Utilities Department

Superintendent	\$ 25.00 – 30.00 per hour split, 2080 hours 32% Street, 34% Water, 34% Sewer
Foreman	\$ 17.00 – 24.00 per hour split, 2080 hours 32% Street, 34% Water, 34% Sewer
Level 1 – Operator	\$ 16.00 – 24.00 per hour, 2080 hours Water or Sewer
Level 2 – Labor	\$ 14.00 – 21.00 per hour, 2080 hours Water or Sewer
Level 3 – Labor	\$ 12.00 – 15.00 per hour, 2080 hours Water or Sewer
Level 4 – Labor Part-time	\$ 10.50 – 16.00 per hour, 1248 hours Street
Seasonal Labor	\$ 10.00 – 15.00 per hour, variable Street

Park Department

Superintendent	\$ 1,656.00 bi-weekly, 2080 hours
Assistant Superintendent	\$ 12.00 – 15.00 per hour, variable
Intern	\$ 8.50 – 13.00 per hour, variable Clerk and Park
Seasonal Labor	\$ 8.00 – 14.00 per hour, variable

Fire Department

Chief	\$ 230.77 bi-weekly stipend
Assistant Chief	\$ 110.00 bi-weekly stipend
Secretary/Treasurer	\$ 110.00 bi-weekly stipend
Maintenance (2)	\$ 134.62 bi-weekly stipend
Training Officer	\$ 110.00 bi-weekly stipend
Captain	\$ 110.00 bi-weekly stipend
Volunteers – Fire Runs	\$ 79,023.00 semi-annually, split
Personnel – Car and Clothing	\$ 200.00 paid annually

Overtime pay will be 1½ hours for every hour worked, excluding holidays (unless called into work for emergency reasons as explained in the Personnel Policy manual), vacation, personal, and sick time. Overtime pay will be computed on a 40-hour work week with the exception of police who must reach 84 hours in a two-week pay period before receiving overtime pay. The amount listed per pay period is for standard work hours and does not include overtime.

Part-time or full-time emergency services (police and EMS) employees working the following day will be paid at a rate of time and a half for the hours worked on the holiday: New Year's Day, Thanksgiving, day after Thanksgiving, Christmas Eve and Christmas.

Utilities Department employees required to run the water or sewer plants on these five holidays will be paid time and a half.

Any employee called in by their supervisor on these days will be paid time and a half.

The Clerk-Treasurer, Town Manager, Town Marshal, and Park Superintendent are salaried positions. The Park Superintendent is salaried, non-exempt.

Any full-time employee successfully completing the probationary period shall receive a fifty cent (\$.50¢) per hour wage increase. Any Street, Water, or Wastewater employee, upon earning each class license certification, shall receive a twenty-five (25¢) per hour wage increase.

The clerk treasurer or deputy clerk treasurer possessing a relevant professional certification from a generally accepted professional association including but not limited to Indiana League of Municipal Clerks and Treasurers, International Institute of Municipal Clerks, and/or Association of Public Treasurers as maybe authorized or approved by the proper officer, the base rate shall have an additional compensatory adjustment according to the following schedule:

		Salaried adds	Hourly adds
Indiana Accredited Municipal Clerk	(IAMC)	\$40 bi-weekly	25¢ per hour
Certified Municipal Clerk	(CMC)	\$40 bi-weekly	25¢ per hour
Certified Public Finance Administrator	(CPFA)	\$40 bi-weekly	25¢ per hour
Certified Public Manager	(CPM)	\$40 bi-weekly	25¢ per hour

Those employees who serve the Culver-Union Township Fire Department in addition to their designated position shall receive a stipend to be paid along with any other departmental compensation for firefighter response(s) throughout the bi-annual period. The stipend shall be provided to any employee who serves the Fire Department consistent with the essential duties and responsibilities of the firefighters. Town employees shall be paid their normal compensation during regular scheduled work periods.

Benefits shall be given as prescribed in the personnel policy adopted by the Town Council.

All full-time employees and the Clerk-Treasurer shall receive dental, health, vision, and life insurance coverage, with the Town paying all but \$1 of the health insurance portion of the insurance premium for the employee. If electing coverage for dependents, the employee will contribute \$25 per pay.

All full-time and permanent employees, excluding the Clerk-Treasurer, shall be eligible to receive longevity pay if they have one or more years of continuous service with the Town of Culver. Longevity pay shall be calculated at \$125 per year, based on the year full-time/permanent employment began, prior to and including October 31st, and shall not exceed 20 years per person. Longevity shall be paid as a lump sum to each employee during November of each year. Employees that leave employment with the Town of Culver during the calendar year will not be eligible for longevity.

PASSED AND ADOPTED by the Town Council of the Town of Culver, Indiana, on the 28th day of December, 2021.

**CULVER TOWN COUNCIL
TOWN OF CULVER, INDIANA**

By Bill Githens
Bill Githens, President

By _____
Bill Hamm

By Sally Ricciardi
Sally Ricciardi, Vice-President

By Richard L. West
Richard L. West

By William Cleavenger
William Cleavenger

ATTEST:
Karen Heim
Karen Heim, Clerk-Treasurer