

SPONSOR: Dave Woerpel
5th District Councilman

ORDINANCE NUMBER 9385

An Ordinance fixing the SALARIES AND WAGES of all city officials and employees of the City of Hammond, Indiana other than those fixed by statute or by Ordinance heretofore enacted, and fixing the effective date thereof.

BE IT ORDAINED BY THE COMMON COUNCIL OF THE CITY OF HAMMOND, INDIANA:

SECTION ONE: For the calendar year 2018, the salary schedule for appointed officials and employees of the City of Hammond, Indiana be fixed as follows:

SECTION TWO: The salaries authorized in this ordinance are compensation to be paid to any city official or employee of the City of Hammond unless otherwise authorized by law or ordinance.

SECTION THREE: This ordinance shall have no applicability to elected officials of the City of Hammond.

SECTION FOUR: If any part, parts, section, sections, provision, clause or portions of this ordinance shall be adjudged invalid or unconstitutional, such invalidity or constitutionality shall not affect the validity or constitutionality of this ordinance as a whole or of any other part, parts, section, sections, provision, clause or portion of this ordinance. ,

SECTION FIVE: For 2018 the payday shall be every other Friday commencing on January 12th, 2018, for a total of 26 paydays.

SECTION SIX: The minimum wage paid to any City employee shall be in compliance with the Federal law.

SECTION SEVEN: The City will pay the employees 3% contribution into PERF as of January 1, 1992.

SECTION EIGHT: Part-time employees shall be paid from the part-time line item budget within a department. Hourly rates shall be fixed ranging from minimum wage to \$15.00 per hour at the discretion of the department head based upon job assignment and experience.

SECTION NINE: Employees of the City Clerk's Office shall receive acting pay when so entitled pursuant to Ordinance No.8318

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SECTION TEN – Police Department Civilian Personnel: Each civilian Police Department employee scheduled to work the afternoon or midnight shift shall receive a shift differential pay allowance which shall be paid in the following manner: \$13.00 per week for afternoons, \$13.00 for midnights. Communications training operators, computer system technicians, and other specialties shall receive \$50.00 per month if warranted. When an employee is called in to work overtime, such employee shall be guaranteed a minimum of two (2) hours pay at the overtime rate. In the event an employee is held over his regular work shift to work, such employee shall receive regular overtime pay in increments of one-half (1/2) hour, but shall not be guaranteed a minimum of two hours. \$50.00 shall be paid to each civilian police department employee that works a holiday as defined in City Ordinance 37.15 section 'D' with the exception of Good Friday. Pay shall be for holidays set forth by the Mayor.

SECTION ELEVEN: All employees shall receive the following longevity pay, unless specified otherwise by contract:

After 3 years	\$1,600 per year
After 8 years	\$1,800 per year
After 13 years	\$2,000 per year

Overtime rates shall be set at 1 & ½ times the hourly rate for over 8 hours per day or 40 hours per week and 2 times the hourly rate for Sundays and Holidays if the employee qualifies for overtime payment under FLSA guidelines.

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BE IT FURTHER ORDAINED by the Common Council that this Ordinance shall be in full force and effect from and after January 1, 2018, signing by the President of the Common Council and approval by the Mayor.

Janet Venecz
President, Common Council /s/

ATTEST:

Robert J. Golec, City Clerk /s/

PRESENTED BY ME, the undersigned City Clerk of the City of Hammond to the Mayor of said City for his approval on the 11th day of October, 2017 at 9:45 a.m. o'clock.

Robert J. Golec, City Clerk /s/

THE FOREGOING ORDINANCE NO. 9385 approved by the Mayor on the 11th day of October 2017.

Thomas M. McDermott, Jr., Mayor /s/

PASSED by the Common Council on the 10th day of October, 2017 and by the Mayor on the 11th day of October, 2017.

Robert J. Golec, City Clerk /s/

GENERAL DEPARTMENTS	2018 HOURLY RATE	2018 ANNUAL SALARY	2018 BI WEEKLY (26 PAYS)	2018 OTHER
MAYOR'S OFFICE				
CHIEF OF STAFF		114,240	4,393.85	
COMMUNICATIONS DIRECTOR		71,788	2,761.08	
EXECUTIVE SECRETARY		55,080	2,118.46	
ADMINISTRATIVE SECRETARY		42,448	1,632.62	
			-	
CONTROLLER'S OFFICE				
			-	
CONTROLLER		70,180	2,699.23	
DEPUTY CONTROLLER		72,828	2,801.08	
PAYROLL ADMINISTRATOR		50,771	1,952.73	
INSURANCE ADMINISTRATOR		39,974	1,537.46	
LICENSES MANAGER		39,974	1,537.46	
BANKING CLERK		39,974	1,537.46	
PURCHASING MANAGER		39,974	1,537.46	
RECEIPT MANAGER		39,974	1,537.46	
STAFF ACCOUNTANT		48,899	1,880.73	
ADMINISTRATIVE ASSISTANT		39,974	1,537.46	
			-	
CLERK'S OFFICE				
			-	
			-	
CHIEF DEPUTY CITY CLERK		67,626	2,601.00	
OFFICE MANAGER		49,244	1,894.00	
CLERK/COUNCIL COORDINATOR		42,472	1,633.54	
SENIOR STAFF ACCOUNTANT		44,368	1,706.46	
STAFF ACCOUNTANT		43,143	1,659.35	
SENIOR CLERK		40,305	1,550.19	
CLERK		34,904	1,342.46	
			-	
JUDGE'S OFFICE				
			-	
			-	
CHIEF BAILIFF		42,028	1,616.46	
CIVIL REFEREE		27,438	1,055.31	
CRIMINAL REFEREE		27,438	1,055.31	
EXECUTIVE SECRETARY		37,355	1,436.73	
COMMUNITY SERVICE COORDINATOR & PT BAILIFF		35,478	1,364.54	
CHIEF PUBLIC DEFENDER		16,578	637.62	
CHIEF PROBATION OFFICER		76,113	2,927.42	
PROBATION SECRETARY		33,130	1,274.23	
INSPECTION DEPARTMENT				
CHIEF OF INSPECTIONS		78,840	3,032.31	
BUILDING COMMISSIONER		74,909	2,881.12	
CODE COMMISSIONER		70,747	2,721.04	
ZONING ADMINISTRATOR		58,168	2,237.23	
ELECTRICAL INSPECTOR		53,345	2,051.73	
BUILDING INSPECTOR		51,420	1,977.69	
INSPECTOR		43,359	1,667.65	
COMMERCIAL INSPECTOR		43,359	1,667.65	
GRAFFITI COORDINATOR		35,126	1,351.00	
OFFICE MANAGER		46,477	1,787.58	
ADMINISTRATIVE ASSISTANT		40,460	1,556.15	
SECRETARY II		43,793	1,684.35	

ZONING BOARD			200.00	PER MEETING
HEATING BOARD			200.00	PER MEETING
ELECTRICAL BOARD			200.00	PER MEETING
BUILDING CONTRACTOR'S BOARD			200.00	PER MEETING
COMMON COUNCIL				
ADMINISTRATIVE SECRETARY		42,025	1,616.35	
SECRETARY		32,000	1,230.77	
LAW DEPARTMENT				
CORPORATION COUNCIL		111,843	4,301.65	
ADMINISTRATIVE SECRETARY		46,818	1,800.69	
LEGAL SECRETARY		45,778	1,760.69	
BOARD OF WORKS				
PRESIDENT		5,000	416.67	MONTHLY
MEMBER		5,000	416.67	MONTHLY
MEMBER		5,000	416.67	MONTHLY
ENGINEERING				
CITY ENGINEER		59,088	2,272.62	
ASSISTANT ENGINEER		67,626	2,601.00	
JR ENGINEER		52,020	2,000.77	
ACCOUNTING CLERK		45,859	1,763.81	
OFFICE MANAGER		46,477	1,787.58	
MAINTENANCE SUPERVISOR		48,778	1,876.08	
MAINTENANCE SPECIALIST		42,347	1,628.73	
FT SECURITY GUARD	13.00			
PT SECURITY GUARD	13.00			
PT MAINTENANCE	11.00			
PT MAINTENANCE - MAIL	9.00			
INFORMATION TECHNOLOGY				
IT DIRECTOR		83,232	3,201.23	
HELP DESK MANAGER		53,418	2,054.54	
MULTIMEDIA COORDINATOR		52,020	2,000.77	
ENVIRONMENTAL MANAGEMENT (PENALTIES)				
DIRECTOR/CHIEF		91,852	3,532.77	
WASTE FUEL ENGINEER		82,495	3,172.88	
CHIEF ENGINEER		73,143	2,813.19	
COMPLIANCE ENGINEER		60,449	2,324.96	
SENIOR INSPECTOR		47,116	1,812.15	
INSPECTOR I		43,408	1,669.54	
INSPECTOR II		44,175	1,699.04	
HUMAN RELATIONS/HUMAN RESOURCES				
PERSONNEL DIRECTOR		68,666	2,641.00	
HHRC EXECUTIVE DIRECTOR	20.00			
HOUSING INVESTIGATOR	25.00			
HUMAN RELATIONS COMMISSION			200.00	PER MEETING
COLLEGE BOUND EXCEPTIONS COMMITTEE			200.00	PER MEETING

POLICE DEPARTMENT	2018 HOURLY RATE	2018 ANNUAL SALARY	2018 BI WEEKLY (26 PAYS)	2018 OTHER
POLICE CIVILIAN PERSONNEL				
CERTIFIED MECHANIC		47,660	1,833.08	
ELECTRONIC SYSTEMS TECH		51,500	1,980.77	
EXECUTIVE SECRETARY		44,571	1,714.27	
ASSISTANT EXECUTIVE SECRETARY		41,616	1,600.62	
DETECTIVES SECRETARY		32,973	1,268.19	
PAYROLL/HIRING COORDINATOR		41,616	1,600.62	
BOOKKEEPER		43,509	1,673.42	
IDACS COORDINATOR		32,973	1,268.19	
PROPERTY CLERK		32,973	1,268.19	
SENIOR RECORDS CLERK		35,360	1,360.00	
RECORDS CLERK		32,973	1,268.19	
CORRECTIONAL OFFICER		33,774	1,299.00	
ANIMAL CONTROL OFFICE MANAGER		33,013	1,269.73	
ANIMAL CONTROL OFFICER		42,496	1,634.46	
KENNEL MASTER		35,372	1,360.46	
ASST KENNEL MASTER		30,878	1,187.62	
CUSTODIAN	11.00			
CROSSING GUARD	13.00			

SHIFT DIFFERENTIAL: Section 1. Each Civilian Police Department employee scheduled to work the afternoon or midnight shift shall receive a shift differential pay allowance which shall be paid in the following manner: \$13.00 per week for afternoons, \$13.00 for midnight's

SPECIALTY PAY: \$50.00 Per month for communications training operators, computer system technicians other specialties if warranted and qualified.

OVERTIME: When an employee is called in to work overtime, such employee shall be guaranteed a minimum of two (2) hours pay at the overtime rate. In the event an employee is held over his regular work shift to work, such employee shall receive regular overtime pay in increments of one-half (1 - 2) hour, but shall not be guaranteed a minimum of two (2) hours

HOLIDAY PAY: \$50.00 Shall be paid to each civilian police department employee that works a holiday as defined in City Ordinance 37.15 section "D" with the exception of Good Friday. Pay shall be for eleven holidays annually:

POLICE PENSION FUND				
SECRETARY		10,252		
BOOKKEEPER		1,960		
FIRE DEPARTMENT				
FIRE DEPARTMENT	2018 HOURLY RATE	2018 ANNUAL SALARY	2018 BI WEEKLY (26 PAYS)	2018 OTHER
FIRE CIVILIAN PERSONNEL				
CHIEF'S SECRETARY		36,712	1,412.00	
BOOKKEEPER		34,881	1,341.58	
PAYABLE/RECEIVABLE CLERK		32,640	1,255.38	
MAINTENANCE SUPERVISOR		38,623	1,485.50	
PT CUSTODIAN	10.00			
FIRE PENSION FUND				

SECRETARY				
BOOKKEEPER		11,972		
ELECTED TRUSTEE (ANNUALLY)		1,541		
		300		

PUBLIC WORKS	2018 HOURLY RATE	2018 ANNUAL SALARY	2018 BI WEEKLY (26 PAYS)	2018 OTHER
MOTOR VEHICLE HIGHWAY/PUBLIC WORKS				
DIRECTOR		90,515.00	3,481.35	
DISTRICT SUPERVISOR		67,118.00	2,581.46	
OFFICE MANAGER		46,477.00	1,787.58	
ASSISTANT OFFICE MANAGER		39,012.00	1,500.46	
ADMINISTRATIVE ASSISTANT		34,713.00	1,335.12	
STREET LIGHT MANAGER		45,600.00	1,753.85	
STREET LIGHT MAINTENANCE		38,426.00	1,477.92	
MASTER CRAFTSMAN	21.41			
CRAFTSMAN	19.62			
HEAD MECHANIC	23.51			
MECHANIC	21.41			
HI-LIFT SWEEPER	19.06			
TIREMAN	19.04			
CDL DRIVER	18.91			
RADIO DISPATCHER	18.06			
LABORER	18.06			
SOLID WASTE				
SANITATION DIRECTOR		79,070	3,041.15	
DISTRICT SUPERVISOR		67,118	2,581.46	
ADMINISTRATIVE ASSISTANT		34,716	1,335.23	
CDL DRIVER	18.91			
MECHANIC	21.41			
TIREMAN	19.04			
PARK DEPARTMENT/PUBLIC WORKS				
PARK ADMINISTRATOR		73,616	2,831.38	
EVENTS COORDINATOR		71,788	2,761.08	
CIVIC CENTER MANAGER		49,836	1,916.77	
JSCC/DOWLING MANAGER		48,899	1,880.73	
RECREATION SUPERVISOR		43,509	1,673.42	
BOOKKEEPER		43,509	1,673.42	
OFFICE MANAGER		37,142	1,428.54	
ADMINISTRATIVE ASSISTANT		34,716	1,335.23	
DISTRICT SUPERVISOR		67,118	2,581.46	
OPERATING ENGINEER	18.71			
MASTER CRAFTSMAN	21.41			
CRAFTSMAN	19.62			
LABORER	18.06			
MECHANIC	21.41			
FT CUSTODIAN	8.50			
PARK BOARD MEMBER - MONTHLY		5,000	416.67	MONTHLY
PLANNING AND DEVELOPMENT				
	2018 HOURLY RATE	2018 ANNUAL SALARY	2018 BI WEEKLY (26 PAYS)	2018 OTHER

REDEVELOPMENT				
EXECUTIVE DIRECTOR		86,700	3,334.62	
DIRECTOR OF PLANNING		78,030	3,001.15	
PROPERTY MAINTENANCE LABORER		37,569.00	1,444.96	
REDEVELOPMENT COMMISSION		8,500	708.33	MONTHLY
PLANNING COMMISSION		2,600 MAX	200.00	PER MEETING
ECONOMIC DEVELOPMENT BOARD		2,000 MAX	200.00	PER MEETING
COMMUNITY DEVELOPMENT				
COMMUNITY DEVELOPMENT DIRECTOR		78,030	3,001.15	
ECONOMIC DEVELOPMENT DIRECTOR		61,200	2,353.85	
FINANCE MANAGER		62,424	2,400.92	
LOAN OFFICER		44,356	1,706.00	
SOCIAL SERVICE COORDINATOR		48,601	1,869.27	
ADMINISTRATIVE SECRETARY		48,601	1,869.27	
PAYABLE - RECEIVABLE CLERK		35,706	1,373.31	
SECRETARY		40,181	1,545.42	
HISTORIC PRESERVATION BOARD		2,000 MAX	200.00	PER MEETING
DISABILITY COMMISSION		2,000 MAX	200.00	PER MEETING
TIF				
TIF PROGRAM COORDINATOR		51,000	1,961.54	
SPECIAL BOARD SALARIES				
	2018 HOURLY RATE	2018 ANNUAL SALARY	2018 BI WEEKLY (26 PAYS)	2018 OTHER
WATER				
CONTROLLER		10,000	384.62	
CITY ENGINEER		5,000	192.31	
SANITARY				
CONTROLLER		20,000	769.23	
CITY ENGINEER		40,000	1,538.46	
PORT AUTHORITY				
CONTROLLER		5,000	192.31	

NON-UNION LONGEVITY PAY	ANNUAL AMOUNT
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AFTER 3 YEARS	1,600
AFTER 8 YEARS	1,800
AFTER 13 YEARS	2,000

OVERTIME: 1 & 1 - 2 times the hourly rate for over 8 hours per day or 40 hours per week and Saturdays, 2 times the hourly rate for Sundays and Holiday worked. Office personnel shall be paid 1 & 1 - 2 times the hourly rate for over 8 hours per day or 40 hours per week if the employee qualifies for overtime payment under FSLA guidelines.

ALL CITY EMPLOYEES ARE ENTITLED TO A FREE MEMBERSHIP IN THE CIVIC CENTER HEALTH CLUB