

SPONSOR: Michael Opinker

ORDINANCE NUMBER 9267

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 2015, 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 2015 the payday shall be every other Friday commencing on January 2nd, 2015.

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, 2015, signing by the President of the Common Council and approval by the Mayor.

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Michael Opinker /s/  
President, Common Council

ATTEST:

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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 3<sup>rd</sup> day of October, 2014 at 10:00 a.m. o'clock.

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Robert J. Golec, City Clerk /s/

THE FOREGOING ORDINANCE NO. 9267 approved by the Mayor on the 5<sup>th</sup> day of October, 2014.

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

PASSED by the Common Council on the 2<sup>nd</sup> day of October, 2014 and by the Mayor on the 5<sup>th</sup> day of October, 2014.

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Robert J. Golec, City Clerk /s/

DEPARTMENT	2015 ANNUAL SALARY	2015 BI WEEKLY	2015 OTHER
<b>MAYOR'S OFFICE</b>			
EXECUTIVE SECRETARY	53,575	2,061	
ADMINISTRATIVE SECRETARY	39,152	1,506	
<b>CONTROLLER'S OFFICE</b>			
CONTROLLER	66,603	2,562	6,832
DEPUTY CONTROLLER/BUDGET ASSISTANT	58,772	2,260	6,152
OFFICE MANAGER - PAYROLL CLERK	47,842	1,840	
SENIOR CLERK	37,669	1,449	
CLERK	34,000	1,308	
<b>CLERK'S OFFICE</b>			
CHIEF DEPUTY CITY CLERK	55,132	2,120	
OFFICE MANAGER	46,403	1,785	
CLERK/COUNCIL COORDINATOR	40,023	1,539	
SENIOR STAFF ACCOUNTANT	41,809	1,608	
STAFF ACCOUNTANT	40,655	1,564	
SENIOR CLERK (2)	37,980	1,461	
CLERK (3)	32,891	1,265	
<b>JUDGE'S OFFICE</b>			
ADMINISTRATIVE MANAGER	39,368	1,514	
CHIEF BAILIFF	39,604	1,523	
GRAFFITI COORDINATOR - PT BAILIFF	33,431	1,286	
CIVIL REFEREE	25,856	994	
CRIMINAL REFEREE	25,856	994	
EXECUTIVE SECRETARY	35,201	1,354	
COMMUNITY SERVICE COORDINATOR & PT BAILIFF	33,100	1,273	
CHIEF PUBLIC DEFENDER	15,622	601	
ASSISTANT PUBLIC DEFENDER	15,622	601	
CHIEF PROBATION OFFICER	35,368	1,360	
PROBATION SECRETARY	31,219	1,201	
<b>INSPECTION DEPARTMENT</b>			
CHIEF OF INSPECTION	74,292	2,857	
BUILDING COMMISSIONER	63,458	2,441	
CODE COMMISSIONER	63,458	2,441	
ZONING ADMINISTRATOR	54,813	2,108	
ELECTRICAL INSPECTOR	50,269	1,933	
BUILDING INSPECTOR	48,455	1,864	
INSPECTOR	40,858	1,571	
OFFICE MANAGER	42,389	1,630	
ADMINISTRATIVE ASSISTANT	38,126	1,466	
SECRETARY II	41,267	1,587	
BOARD OF ZONING APPEALS PER MONTH	35.00		
HEATING BOARD - PER QUARTER	30.00		
ELECTRICAL BOARD - PER APPLICANT	10.00		
BUILDING CONTRACTOR'S BOARD - MONTHLY	30.00		
<b>DEPARTMENT</b>		<b>2015 ANNUAL SALARY</b>	
<b>COMMON COUNCIL</b>			
ADMINISTRATIVE ASSISTANT	39,601	1,523	
<b>LAW DEPARTMENT</b>			
CORPORATION COUNCIL	101,697	3,911	
ADMINISTRATIVE SECRETARY	39,689	1,527	
LEGAL SECRETARY	38,606	1,485	

**ENGINEERING/PUBLIC WORKS**

CITY ENGINEER	80,664	3,102	12,271
			1,323
			420
ASSISTANT ENGINEER	59,008	2,270	
SENIOR ENGINEER	45,641	1,755	
CITY HALL MAINTENANCE SUPERVISOR	45,965	1,768	
ACCOUNTING CLERK	43,214	1,662	
OFFICE MANAGER	43,797	1,685	
MAINTENANCE/ELECTRICAL SPECIALIST	39,905	1,535	

**PLANNING DEPARTMENT**

DIRECTOR OF PLANNING	68,472	2,634	
SECRETARY	37,864	1,456	
COMMISSION MEMBERS - PER MEETING	35.00		

**INFORMATION TECHNOLOGY**

IT DIRECTOR	75,433	2,901	
HELP DESK MANAGER	50,337	1,936	

**ENVIRONMENTAL MANAGEMENT PENALTIES**

DIRECTOR/CHIEF	86,554	3,329	
WASTE FUEL ENGINEER	76,966	2,960	
CHIEF ENGINEER	68,925	2,651	
COMPLIANCE ENGINEER #2	56,963	2,191	
SENIOR INSPECTOR	44,398	1,708	
INSPECTOR #2	40,905	1,573	
INSPECTOR #1	41,627	1,601	

**HUMAN RELATIONS/HUMAN RESOURCES**

PERSONNEL DIRECTOR	55,152	2,121	
COLLEGE BOUND COORDINATOR	45,333	1,744	

<b>DEPARTMENT</b>	<b>2015 ANNUAL SALARY</b>
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**POLICE CIVILIAN PERSONNEL**

CERTIFIED MECHANIC	44,912	1,727	
MECHANIC	43,959	1,691	
EXECUTIVE SECRETARY	36,655	1,410	
PAYROLL CLERK	36,762	1,414	
BOOKKEEPER	33,973	1,307	
SENIOR CLERK	33,320	1,282	
BOOKING CLERK	31,826	1,224	
SECRETARY - CLERK TYPIST	31,071	1,195	
HIRING COORDINATOR	32,379	1,245	
ANIMAL CONTROL MANAGER	30,300	1,165	
ANIMAL CONTROL OFFICE MANAGER	31,109	1,197	
ANIMAL CONTROL OFFICER (HOURLY)	18.54		
KENNEL MASTER (HOURLY)	15.43		
ASST KENNEL MASTER (HOURLY)	13.47		

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:

**FIRE CIVILIAN PERSONNEL**

CHIEF'S SECRETARY	34,594	1,331
BOOKKEEPER	32,869	1,264
MAINTENANCE SUPERVISOR	36,396	1,400

<b>DEPARTMENT</b>	<b>2015 ANNUAL SALARY</b>
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**MOTOR VEHICLE HIGHWAY/PUBLIC WORKS**

DIRECTOR	81,608	3,139
DISTRICT SUPERVISOR	63,246	2,433
OFFICE MANAGER	43,797	1,685
ASSISTANT OFFICE MANAGER	32,710	1,258
ADMINISTRATIVE ASSISTANT	32,710	1,258
BUILDING MAINTENANCE MAN(HOURLY)	16.86	
MASTER CRAFTSMAN	20.17	
MECHANIC	20.18	
HEAVY EQUIPMENT OPERATOR	17.97	
TIREMAN	17.95	
CRAFTSMAN	18.49	
SIX-WHEEL DRIVER	17.81	
RADIO DISPATCHER	17.01	
LABORER	17.02	
HEAD EQUIPMENT OPERATOR	22.15	
MECHANIC	20.18	

**SOLID WASTE**

DEPUTY DIRECOTR	71,407.00	2,746
DISTRICT SUPERVISOR	63,246	2,433
ADMINISTRATIVE ASSISTANT	32,714	1,258
SIX-WHEEL DRIVER	17.81	
MECHANIC	20.18	
TIREMAN	17.95	

**PARK DEPARTMENT/PUBLIC WORKS**

ADMINISTRATOR	69,371	2,668
EVENTS COORDINATOR	48,211	1,854
CIVIC CENTER MANAGER	46,962	1,806
RECREATION SUPERVISOR	45,333	1,744
JEAN SHEPHERD CENTER MANAGER	42,242	1,625
OFFICE MANAGER	29,251	1,125
CLERK	25,219	970
PARK BOARD MEMBER - MONTHLY	100.00	
JANITOR	17.99	
MASTER CRAFTSMAN	20.17	
CRAFTSMAN	18.49	
LABORER	17.02	
MECHANIC	20.18	
DISTRICT SUPERVISOR	63,246	2,433

**REDEVELOPMENT**

EXECUTIVE DIRECTOR	74,686	2,873
BUSINESS DEVELOPMENT PLANNER	49,166	1,891
REDEVELOPMENT COORDINATOR	45,798	1,761
RECEPTIONIST/OFFICE COORDINATOR	35,529	1,367
PAYABLE - RECEIVABLE CLERK	33,647	1,294
COMMISSIONER(MONTHLY)	250.00	10

**FIRE PENSION FUND**

SECRETARY	9,661
BOOKKEEPER	1,846
ELECTED TRUSTEE (YEARLY)	300

<b>POLICE PENSION FUND</b>
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SECRETARY	9,661
BOOKKEEPER	1,846

<b>DEPARTMENT</b>	<b>2015 ANNUAL SALARY</b>
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<b>COMMUNITY DEVELOPMENT</b>
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COMMUNITY DEVELOPMENT DIRECTOR	69,221	2,662.35
ECONOMIC DEVELOPMENT DIRECTOR	68,475	2,633.65
REHAB MANAGER	61,230	2,355.00
FINANCE MANAGER	53,988	2,076.46
REHAB INSPECTOR	50,785	1,953.27
LOAN OFFICER	45,798	1,761.46
ED MARKETING COORDINATOR	35,529	1,366.50
SOCIAL SERVICE COORDINATOR	44,900	1,726.92
CD ADMINISTRATIVE ASSISTANT	31,839	1,224.58
ADMINISTRATIVE SECRETARY	41,797	1,607.58
NSP SPECIALIST II	31,839	1,225
NSP SPECIALIST	28,699	1,104
PROPERTY MAINTENANCE LABORER (HOURLY)	16.51	

**LONGEVITY PAY:**

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**

**SPECIAL BOARD SALARIES**

<b>CONTROLLER</b>
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WATER DEPARTMENT	6,832
SANITARY DISTRICT	6,152

<b>CITY ENGINEER</b>
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WATER DEPARTMENT	12,271
SANITARY DISTRICT	1,323
PLAN COMMISSION	420