SPONSOR: Janet Venecz At-Large Councilwoman

ORDINANCE NUMBER 9355

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:

<u>SECTION ONE:</u> For the calendar year 2017, the salary schedule for appointed officials and employees of the City of Hammond, Indiana be fixed as follows:

<u>SECTION TWO:</u> 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.

<u>SECTION FOUR</u>: 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 2017 the payday shall be every other Friday commencing on January 13th, 2017, for a total of 26 paydays.

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

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

<u>SECTION EIGHT</u>: 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.

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

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<u>SECTION TEN – Police Department Civilian Personnel:</u> Each civilian Police Department employee scheduled to word 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 yearAfter 8 years\$1,800 per yearAfter 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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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 FURTHER ORDAINED by the Common Council, that this Ordinance shall be in full force and effect from and after January 1, 2017, signing by the President of the Common Council and approval by the Mayor.

ATTEST:

Janet Venecz President, Common Council /s/

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 <u>25th</u> day of <u>October</u>, 2016 at <u>10:30 a.m.</u> o'clock.

Robert J. Golec, City Clerk /s/

THE FOREGOING ORDINANCE NO. <u>9355</u> approved by the Mayor on the

<u>26th</u> day of <u>October</u> 2016.

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

PASSED by the Common Council on the <u>24th</u> day of <u>October</u>, 2016 and by

the Mayor on the <u>26th</u> day of <u>October</u>,2016.

Robert J. Golec, City Clerk /s/

	2017 ANNUAL	2017 BI	2017 OTHER
DEPARTMENT	SALARY	WEEKLY (26 PAYS)	
		(20 PATS)	
MAYOR'S OFFICE			
	52,020	2,000.77	
ADMINISTRATIVE SECRETARY	41,616	1,600.62	
CONTROLLER'S OFFICE			
CONTROLLER	68,020	2,616.15	20,00
			10,00
			5,00
DEPUTY CONTROLLER PAYROLL ADMINISTRATOR	71,400	2,746.15	
INSURANCE ADMINISTRATOR	49,775	1,914.42	
LICENSES MANAGER	39,190	1,507.31	
BANKING CLERK	39,190	1,507.31	
PURCHASING MANAGER	39,190	1,507.31	
RECEIPT MANAGER	39,190	1,507.31	
STAFF ACCOUNTANT	38,000	1,461.54	
ADMINISTRATIVE ASSISTANT	35,000	1,346.15	
CLERK'S OFFICE			
CHIEF DEPUTY CITY CLERK	66,300	2,550.00	
OFFICE MANAGER	48,278	1,856.85	
CLERK/COUNCIL COORDINATOR	41,639	1,601.50	
SENIOR STAFF ACCOUNTANT STAFF ACCOUNTANT	43,498	1,673.00	
SENIOR CLERK (2)	42,297	1,626.81	
CLERK (3)	34,220	1,316.15	
	01,220	1,010.10	
JUDGE'S OFFICE			
ADMINISTRATIVE MANAGER	40,958	1,575.31	
	41,204	1,584.77	
CIVIL REFEREE	26,900	1,034.62	
EXECUTIVE SECRETARY	26,900	1,034.62	
COMMUNITY SERVICE COORDINTOR & PT BAILIFF	36,623	1,408.58	
CHIEF PUBLIC DEFENDER	16,253	625.12	
ASSISTANT PUBLIC DEFENDER	16,253	625.12	
CHIEF PROBATION OFFICER	74,557	2,867.58	
PROBATION OFFICER	55,369	2,129.58	
PROBATION OFFICER	39,651	1,525.04	
	32,480	1,249.23	
INSPECTION DEPARTMENT			
CHIEF OF INSPECTIONS	77,294	2,972.85	
BUILDING COMMISSIONER	73,440	2,824.62	
CODE COMMISSIONER	69,360	2,667.69	
	57,027	2,193.35	
BUILDING INSPECTOR	52,299 50,412	2,011.50	
NSPECTOR	42,509	1,634.96	n and a second
RAFFITI COORDINATOR	34,437	1,324.50	
OFFICE MANAGER	44,102	1,696.23	
DMINISTRATIVE ASSISITANT	39,667	1,525.65	
ECRETARY II	42,934	1,651.31	
EATING BOARD		200.00	PER MEETING
LECTRICAL BOARD		200.00	PER MEETING
		200.00	PER MEETING
UILDING CONTRACTOR'S BOARD		ZURTURT	

DEPARTMENT Image: Common council CORPORATION COUNCIL Image: Common council Image: Common council CLERK/SECRETARY 41.201 1.584.65 LAW DEPARTMENT Image: Common council Image: Common council CORPORATION COUNCIL 109.650 4.217.31 ADMINISTRATIVE SECRETARY 109.650 4.217.31 LEGAL SECRETARY 109.650 4.217.31 DEPARTMENT Image: Common council Image: Common council BOARD OF WORKS Image: Common council Image: Common council PRESIDENT 5.000 416.67 MEMBER 5.000 416.67 MEMBER 5.000 416.67 Image: Common council Image: Common council Image: Common council ASSISTANT ENGINEER 5.000 416.67 ASSISTANT ENGINEER 66.300 2.580.00 ASISTANT ENGINEER 41.517 41.517 MAINTENANGE SPERVISOR 41.517 41.517 MAINTENANGE SPERVISOR 41.517 41.52.4 IDIRECTOR 81.600 3.138.46				
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WASTE FUEL ENGINEER 3,403.30 CHIEF ENGINEER 80,877 COMPLIANCE ENGINEER 71,709 SENIOR INSPECTOR 46,192 INSPECTOR I 42,557 INSPECTOR II 43,309 HUMAN RELATIONS/HUMAN RESOURCES 67,320 PERSONNEL DIRECTOR 67,320 HUMAN RELATIONS COMMISSION 200.00	ENVIRONMENTAL MANAGEMENT PENALTIES			
WASTE FUEL ENGINEER 3,403.30 CHIEF ENGINEER 80,877 COMPLIANCE ENGINEER 71,709 SENIOR INSPECTOR 46,192 INSPECTOR I 42,557 INSPECTOR II 43,309 HUMAN RELATIONS/HUMAN RESOURCES 67,320 PERSONNEL DIRECTOR 67,320 HUMAN RELATIONS COMMISSION 200.00				
CHIEF ENGINEER 00,017 3,110.03 COMPLIANCE ENGINEER 71,709 2,758.04 SENIOR INSPECTOR 59,264 2,279.38 INSPECTOR I 46,192 1,776.62 INSPECTOR II 42,557 1,636.81 INSPECTOR II 43,309 1,665.73 PERSONNEL DIRECTOR 67,320 2,589.23 HUMAN RELATIONS COMMISSION 200.00 PER MEETINC		90,051	3,463.50	
COMPLIANCE ENGINEER 2,738.04 SENIOR INSPECTOR 59,264 2,279.38 INSPECTOR I 46,192 1,776.62 INSPECTOR II 42,557 1,636.81 HUMAN RELATIONS/HUMAN RESOURCES		80,877	3,110.65	
SENIOR INSPECTOR 30,101 2,176,62 INSPECTOR I 46,192 1,776,62 INSPECTOR II 42,557 1,636,81 HUMAN RELATIONS/HUMAN RESOURCES 43,309 1,665,73 PERSONNEL DIRECTOR 67,320 2,589,23 HUMAN RELATIONS COMMISSION 200,00 PER MEETINC		71,709	2,758.04	
INSPECTOR I 1,770.02 INSPECTOR II 42,557 HUMAN RELATIONS/HUMAN RESOURCES 43,309 PERSONNEL DIRECTOR 67,320 HUMAN RELATIONS COMMISSION 200.00				
INSPECTOR II 42,001 HUMAN RELATIONS/HUMAN RESOURCES 43,309 PERSONNEL DIRECTOR 67,320 HUMAN RELATIONS COMMISSION 200.00				
HUMAN RELATIONS/HUMAN RESOURCES 1,003.73 PERSONNEL DIRECTOR 67,320 HUMAN RELATIONS COMMISSION 200.00				
PERSONNEL DIRECTOR 67,320 2,589.23 HUMAN RELATIONS COMMISSION 200.00 PER MEETING	INSPECTOR II	43,309	1,665.73	
PERSONNEL DIRECTOR 67,320 2,589.23 HUMAN RELATIONS COMMISSION 200.00 PER MEETING	HUMAN RELATIONS/HUMAN RESOURCES			
HUMAN RELATIONS COMMISSION 200.00 PER MEETING	TOWAR RELATIONS/TOWAR RESOURCES			
HUMAN RELATIONS COMMISSION 200.00 PER MEETING				
HUMAN RELATIONS COMMISSION 200.00 PER MEETING	PERSONNEL DIRECTOR	67 320	2 580 23	
		01,020		PER MEETING
COLLEGE BOUND EXCEPTIONS COMMITTEE 200.00 PER MEETING	COLLEGE BOUND EXCEPTIONS COMMITTEE			PER MEETING

DEPARTMENT			
POLICE CIVILIAN PERSONNEL			
CERTIFIED MECHANIC (2)			
ELECTRONIC SYSTEMS TECH	46,726	1,797.15	
	50,490	1,941.92	
XECUTIVE SECRETARY	43,697	1,680.65	
SSISTANT EXECUTIVE SECRETARY	40,800	1,569.23	
ETECTIVES SECRETARY (2)	32,326	1,243.31	
AYROLL/HIRING COORDINATOR	40,800	1,569.23	
OOKKEEPER	42,656	1,640.62	
DACS COORDINATOR	32,326	1,243.31	
	32,326	1,243.31	
ENIOR RECORDS CLERK	34,667	1,333.35	
ECORDS CLERK (3)	32,326	1,243.31	
OOKING CLERK (7)	33,112	1,273.54	
NIMAL CONTROL OFFICE MANAGER	32,366	1,244.85	
NIMAL CONTROL OFFICER (2)	41,663	1,602.42	
ENNEL MASTER	34,678	1,333.77	
SST KENNEL MASTER (2)	30,272	1,164.31	

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 BOOKKEEPER MAINTENANCE SUPERVISOR	35,992	1,384.31	
	34,197	1,315.27	
	37,866	1,456.38	

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DEPARTMENT			
MOTOR VEHICLE HIGHWAY/PUBLIC WORKS			
MOTOR VEHICLE HIGHWAT/PUBLIC WORKS			
	88,740	3,413.08	
DISTRICT SUPERVISOR OFFICE MANAGER	21,934	843.62	
ASSISTANT OFFICE MANAGER	45,566	1,752.54	
ADMINISTRATIVE ASSISTANT (2)	34,032	1,308.92	
STREET LIGHT MANAGER	44,706	1,719.46	
STREET LIGHT MAINTENANCE MASTER CRAFTSMAN	37,673	1,448.96	
CRAFTSMAN (2)	43,662	1,679.31	10.0
HEAD MECHANIC	47,948	1,539.00	19.2
MECHANIC	43,662	1,679.31	20.9
HEAVY EQUIPMENT OPERATOR (6)	38,868	1,494.92	18.6
TIREMAN (1) DRIVER (29)	38,825	1,493.27	18.6
HI-LIFT SWEEPER (2)	38,581	1,483.88	18.5
RADIO DISPATCHER	36,853	1,489.19	18.6 18.6
LABORER (13)	36,853	1,417.42	17.7
SOLID WASTE			
SANITATION DIRECTOR	77,520	2,981.54	
DISTRICT SUPERVISOR SANITATION SECRETARY	21,934	843.62	
SIX-WHEEL DRIVER (30)	34,035	1,309.04	40.5
MECHANIC (2)	43,680	1,484.00	18.5
TIREMAN	38,834	1,493.62	18.67
PARK DEPARTMENT/PUBLIC WORKS			
PARK ADMINISTRATOR	70.470	0.775.00	(e.) (c
EVENTS COORDINATOR	72,173	2,775.88 2,706.92	
CIVIC CENTER MANAGER	48,859	1,879.19	
RECREATION SUPERVISOR	42,656	1,640.62	
JSCC/DOWLING MANAGER OFFICE MANAGER	47,940	1,843.85	
CLERK	36,414	1,400.54	
DISTRICT SUPERVISOR	21,934	843.62	
PARK BOARD MEMBER - MONTHLY	5,000	416.67	MONTHLY
OPERATING ENGINEER/JANITOR	38,147	1,467.19	18.34
OPERATING ENGINEER MASTER CRAFTSMAN	38,147	1,467.19	18.34
CRAFTSMAN (9)	43,680	1,680.00	21.00
ABORER (12)	36,837	1,416.81	<u> </u>
MECHANIC (2)	43,680	1,680.00	21.00
DISTRICT SUPERVISOR	21,934	843.62	
REDEVELOPMENT			
		-	
EXECUTIVE DIRECTOR DIRECTOR OF PLANNING	88,740	3,413.08	
PROPERTY MAINTENANCE LABORER	76,500 36,832.00	2,942.31	
REDEVELOPMENT COMMISSION	8,500	708.34	MONTHLY
PLANNING COMMISSION	-,	200.00	PER MEETING
ECONOMIC DEVELOPMENT BOARD		200.00	MEETING
FIRE PENSION FUND			
SECRETARY	10,051	386.58	
OOKKEEPER	1,921	73.88	
ELECTED TRUSTEE (YEARLY)	300		
POLICE PENSION FUND			
ECRETARY	10.054	200 50	-
OOKKEEPER	10,051	386.58	
	1,021	10.00	

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DEPARTMENT			
COMMUNITY DEVELOPMENT			
COMMUNITY DEVELOPMENT DIRECTOR	76,500	2,942.31	
ECONOMIC DEVELOPMENT DIRECTOR	76,500	2,942.31	
FINANCE MANAGER	61,200	2,353.85	
LOAN OFFICER	47,648	1,832.62	
CD MARKETING COORDINATOR	44,737	1,720.65	
SOCIAL SERVICE COORDINATOR	47,648	1,832.62	
ADMINISTRATIVE SECRETARY	43,486	1,672.54	
PAYABLE - RECEIVABLE CLERK	35,006	1,346.38	
HISTORIC PRESERVATION BOARD		200.00	MEETING
DISABILITY COMMISSION		200.00	MEETING
LONGEVITY BAY			

LONGEVITY PAY:

AFTER 3 YEARS AFTER 8 YEARS AFTER 13 YEARS

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

CONTROLLER	
SANITARY DISTRICT	20,000
WATER DEPARTMENT	10,000
PORT AUTHORITY	5,000
CITY ENGINEER	
SANITARY DISTRICT	40,000
WATER DEPARTMENT	5,000