

20-23 1

SPONSOR: Janet Venecz
Councilwoman at Large

ORDINANCE NUMBER 9480

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 2021, 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 2021 the payday shall be every other Friday commencing on January 8th, 2021, 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. Hourly rates fixed above \$15.00 per hour shall be done by written approval of the Mayor.

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

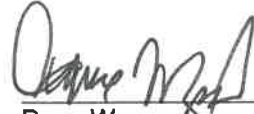
Overtime rates shall be set at 1 & ½ times the hourly rate for over 8 hours per day or 40 hours per week and 2 times the hourly rate for Sundays and Holidays if the employee qualifies for overtime payment under FLSA guidelines.

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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, 2021, signing by the President of the Common Council and approval by the Mayor.




Dave Woerpel
President, Common Council

ATTEST:



Robert J. Golec, City Clerk

PRESENTED BY ME, the undersigned City Clerk of the City of Hammond to the Mayor of said City for his approval on the 27th day of October, 2020 at 12:15 pm o'clock.



Robert J. Golec, City Clerk

THE FOREGOING ORDINANCE NO. 9480 approved by the Mayor on the 27th day of October 2020.



Thomas M. McDermott, Jr., Mayor

PASSED by the Common Council on the 26th day of October, 2020 and by Approved
by the Mayor on the 27th day of October, 2020.



Robert J. Golec, City Clerk

CITY OF HAMMOND CIVIL CITY SALARY ORDINANCE 2021

GENERAL DEPARTMENTS	2021 HOURLY RATE	2021 ANNUAL SALARY	2021 BI WEEKLY (26 PAYS)	2021 OTHER
MAYOR'S OFFICE				
CHIEF OF STAFF		130,050	5,001.92	
COMMUNICATIONS DIRECTOR		76,182	2,930.08	
EXECUTIVE SECRETARY		58,452	2,248.15	
ADMINISTRATIVE SECRETARY		45,046	1,732.54	
CONTROLLER'S OFFICE				
CONTROLLER		66,300	2,550.00	
DEPUTY CONTROLLER		77,286	2,942.54	
PAYROLL ADMINISTRATOR		53,878	2,072.23	
INSURANCE ADMINISTRATOR		47,754	1,836.69	
LICENSES MANAGER		42,772	1,645.08	
BANK AND TRUST ADMINISTRATOR		47,754	1,836.69	
PURCHASING MANAGER		42,772	1,645.08	
RECEIPT MANAGER		42,772	1,645.08	
BUDGET/REPORTING ADMINISTRATOR		51,000	1,961.54	
ASSISTANT/ COMPLIANCE CLERK		51,000	1,961.54	
CLERK'S OFFICE				
CHIEF DEPUTY CITY CLERK		71,766	2,760.23	
CLERK/COUNCIL COORDINATOR		45,071	1,733.50	
SENIOR STAFF ACCOUNTANT		47,083	1,810.88	
STAFF ACCOUNTANT		45,784	1,760.92	
SENIOR CLERK		42,772	1,645.08	
INSPECTION DEPARTMENT				
CHIEF OF INSPECTIONS		83,666	3,217.92	
BUILDING COMMISSIONER		75,077	2,887.58	
CODE COMMISSIONER		75,077	2,887.58	
ASSISTANT PLANNER		56,100	2,157.69	
ELECTRICAL INSPECTOR		56,610	2,177.31	
BUILDING INSPECTOR		52,000	2,000.00	
INSPECTOR		46,013	1,769.73	
OFFICE MANAGER		49,322	1,897.00	
ADMINISTRATIVE ASSISTANT		42,936	1,651.38	
SECRETARY II		46,473	1,787.42	
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		44,597	1,715.27	
LAW DEPARTMENT				
ADMINISTRATIVE SECRETARY		49,683	1,910.88	
LEGAL SECRETARY		48,581	1,868.50	
BOARD OF WORKS				
PRESIDENT		5,000	416.67	MONTHLY
MEMBER		5,000	416.67	MONTHLY
MEMBER		5,000	416.67	MONTHLY
ENGINEERING				

CITY ENGINEER		77,044		2,963.23	
ASSISTANT ENGINEER		75,077		2,887.58	
JR ENGINEER		62,424		2,400.92	
ACCOUNTING CLERK		48,666		1,871.76	
OFFICE MANAGER		49,322		1,897.00	
MAINTENANCE SUPERVISOR		51,764		1,990.92	
MAINTENANCE SPECIALIST		44,939		1,728.42	
MAINTENANCE LABORER		38,203		1,469.35	
FT SECURITY GUARD		29,712		1,142.77	
PT SECURITY GUARD	13.00				
PT MAINTENANCE	11.00				
Intern	10.00				
INFORMATION TECHNOLOGY					
IT DIRECTOR		93,636		3,601.38	
HELP DESK MANAGER		67,626		2,601.00	
MULTIMEDIA COORDINATOR		65,545		2,520.96	
ENVIRONMENTAL MANAGEMENT (PENALTIES)					
DIRECTOR/CHIEF		97,474		3,749.00	
WASTE FUEL ENGINEER		87,545		3,367.12	
CHIEF ENGINEER		77,620		2,985.38	
HUMAN RELATIONS/HUMAN RESOURCES					
PERSONNEL DIRECTOR		86,700		3,334.62	
HHRC EXECUTIVE DIRECTOR	25.00				
HOUSING INVESTIGATOR	25.00				
HUMAN RELATIONS COMMISSION				200.00	Per Meeting
COLLEGE BOUND EXCEPTIONS COMMITTEE				200.00	Per Meeting
POLICE DEPARTMENT					
POLICE-CIVILIAN PERSONNEL					
ANIMAL CONTROL OFFICE MANAGER		35,033		1,347.42	
ANIMAL CONTROL OFFICER		45,097		1,734.50	
ANIMAL CONTROL SUPERVISOR		49,259		1,894.57	
ASSISTANT EXECUTIVE SECRETARY		44,163		1,698.58	
BOOKKEEPER		46,172		1,775.84	
CORRECTIONAL OFFICER-TRAINER		46,123		1,773.96	
CERTIFIED CORRECTIONAL OFFICER		40,003		1,538.58	
CERTIFIED MECHANIC		50,577		1,945.27	
CORRECTIONAL OFFICER-PROBATIONARY		37,881		1,456.96	
DETECTIVES SECRETARY		34,991		1,345.81	
ELECTRONIC SYSTEMS TECH		54,653		2,102.04	
EXECUTIVE SECRETARY		47,298		1,819.15	
IDACS COORDINATOR		40,194		1,545.92	
KENNEL MASTER		39,535		1,520.58	
PAYROLL/HIRING COORDINATOR		44,163		1,698.58	
PROPERTY CLERK		34,991		1,345.81	
RECORDS CLERK		39,143		1,505.50	
SENIOR RECORDS CLERK		42,726		1,643.31	
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		10,879	418.43	
BOOKKEEPER		2,081	80.04	
FIRE DEPARTMENT	2021 HOURLY RATE	2021 ANNUAL SALARY	2021 BI WEEKLY (26 PAYS)	2021 OTHER
FIRE CIVILIAN PERSONNEL				
BOOKKEEPER		41,616	1,600.62	
CHIEF'S SECRETARY		43,697	1,680.66	
PAYABLE/RECEIVABLE CLERK		34,638	1,332.23	
MAINTENANCE SUPERVISOR		40,987	1,576.43	
FIRE PENSION FUND				
SECRETARY		10,879	418.43	
BOOKKEEPER		2,060	79.23	
ELECTED TRUSTEE (ANNUALLY)				300.00
PUBLIC WORKS	2021 HOURLY RATE	2021 ANNUAL SALARY	2021 BI WEEKLY (26 PAYS)	2021 OTHER
MOTOR VEHICLE HIGHWAY/PUBLIC WORKS				
DIRECTOR		96,055	3,694.42	
OFFICE MANAGER		54,524	2,097.08	
ASSISTANT OFFICE MANAGER		44,601	1,715.42	
ADMINISTRATIVE ASSISTANT		36,840	1,416.92	
STREET LIGHT MANAGER		48,391	1,861.19	
STREET LIGHT MAINTENANCE		40,779	1,568.42	
MASTER CRAFTSMAN	22.73			
CRAFTSMAN	20.82			
HEAD MECHANIC	24.95			
MECHANIC	22.73			
HI-LIFT SWEEPER	20.23			
TIREMAN	20.21			
CDL DRIVER	20.07			
RADIO DISPATCHER	19.17			
LABORER	19.17			
SOLID WASTE				
SANITATION DIRECTOR		83,909	3,227.27	
DISTRICT SUPERVISOR		71,225	2,739.42	
CDL DRIVER	20.07			
MECHANIC	22.73			
TIREMAN	20.21			
PARK DEPARTMENT				
PARK ADMINISTRATOR		91,555	3,521.35	
EVENTS COORDINATOR		76,182	2,930.08	
JSCC/DOWLING MANAGER		57,120	2,196.92	
RECREATION FACILITY OPERATIONS MANAGER		57,120	2,196.92	
RECREATION SUPERVISOR		46,172	1,775.85	
BOOKKEEPER		46,172	1,775.85	
CIVIC CENTER MANAGER		57,120	2,196.92	
ADMINISTRATIVE ASSISTANT		36,840	1,416.92	
SUPERINTENDENT OF PARKS		69,768	2,683.92	
SPORTSPLEX GM		87,019	3,346.88	

ASST GM
 REGISTRAR/CONCESSIONS
 ATHLETICS SUPERVISOR
 JSCC Asst. Manager

	61,200		2,353.85	
	42,136		1,620.62	
	51,000		1,961.54	
	46,172		1,775.85	
OPERATING ENGINEER	19.85			
MASTER CRAFTSMAN	22.73			
CRAFTSMAN	20.82			
LABORER	19.17			
MECHANIC	22.73			
FT CUSTODIAN	8.50			
PARK BOARD MEMBER - MONTHLY		5,000	416.67	MONTHLY

PLANNING AND DEVELOPMENT	2021 HOURLY RATE	2021 ANNUAL SALARY	2021 BI WEEKLY (26 PAYS)	2021 OTHER
REDEVELOPMENT				
EXECUTIVE DIRECTOR		92,007	3,538.73	
DIRECTOR OF PLANNING		82,807	3,184.88	
REDEVELOPMENT COMMISSION		8,500	708.33	MONTHLY
PLANNING COMMISSION		2,600 MAX	200.00	PER MEETING
ECONOMIC DEVELOPMENT BOARD		2,600 MAX	200.00	PER MEETING
COMMUNITY DEVELOPMENT				
COMMUNITY DEVELOPMENT DIRECTOR		82,807	3,184.88	
ECONOMIC DEVELOPMENT DIRECTOR		78,030	3,001.15	
FINANCE MANAGER		66,244	2,547.85	
LOAN OFFICER		47,071	1,810.42	
SOCIAL SERVICE COORDINATOR		51,575	1,983.65	
ADMINISTRATIVE SECRETARY		51,575	1,983.65	
PAYABLE - RECEIVABLE CLERK		37,891	1,457.35	
ADMINISTRATIVE ASSISTANT		42,641	1,640.04	
HISTORIC PRESERVATION BOARD		2,000 MAX	200.00	PER MEETING
DISABILITY COMMISSION		2,000 MAX	200.00	PER MEETING
TIF				
TIF PROGRAM COORDINATOR		62,424	2,400.93	
SPECIAL BOARD SALARIES	2021 HOURLY RATE	2021 ANNUAL SALARY	2021 BI WEEKLY (26 PAYS)	2021 OTHER
WATER				
CONTROLLER		10,200	392.31	
CITY ENGINEER		5,306	204.08	
SANITARY				
CONTROLLER		20,400	784.62	
CITY ENGINEER		42,498	1,634.54	
PORT AUTHORITY				
CONTROLLER		5,100	196.15	

NON-UNION LONGEVITY PAY	ANNUAL AMOUNT
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AFTER 3 YEARS 1,600.00
 AFTER 8 YEARS 1,800.00
 AFTER 13 YEARS 2,000.00

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.

PART TIME: Part Time maximum per hour rate is \$25; any increase over \$15/hour will require written approval from the Mayor.

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