

SPONSOR: Thomas M. McDermott, Jr.
Mayor

ORDINANCE NUMBER 9525

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 2022, 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 2022 the payday shall be every other Friday commencing on January 7th, 2022, 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, 2022, 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 13th day of October, 2021 at 11am o'clock.



Robert J. Golec, City Clerk

THE FOREGOING ORDINANCE NO. 9525 approved by the Mayor on the 13th day of October 2021.



Thomas M. McDermott, Jr., Mayor

PASSED by the Common Council on the 12th day of October, 2021 and by the Mayor on the 13th day of October, 2021.



Robert J. Golec, City Clerk

CITY OF HAMMOND CIVIL CITY SALARY ORDINANCE 2022

GENERAL DEPARTMENTS	2022 HOURLY RATE	2022 ANNUAL SALARY	2022 BI WEEKLY (26 PAYS)	2022 OTHER
MAYOR'S OFFICE				
CHIEF OF STAFF		132,651	5,101.96	
COMMUNICATIONS DIRECTOR		84,463	3,248.58	
EXECUTIVE SECRETARY		59,621	2,293.12	
ADMINISTRATIVE SECRETARY		50,837	1,955.27	
CONTROLLER'S OFFICE				
CONTROLLER		75,786	2,914.85	
DEPUTY CONTROLLER		78,832	3,032.00	
PAYROLL ADMINISTRATOR		54,956	2,113.69	
INSURANCE ADMINISTRATOR		60,180	2,314.62	
LICENSES MANAGER		43,627	1,677.96	
BANK AND TRUST ADMINISTRATOR		48,709	1,873.42	
PURCHASING/ACCOUNTS PAYABLE MANAGER		43,627	1,677.96	
RECEIPT MANAGER		43,627	1,677.96	
BUDGET/REPORTING ADMINISTRATOR		61,200	2,353.85	
OFFICE ADMINISTRATOR		66,300	2,550.00	
PART-TIME	13.00			
CLERK'S OFFICE				
CHIEF DEPUTY CITY CLERK		73,201	2,815.42	
CLERK/COUNCIL COORDINATOR		45,972	1,768.15	
CLERK/FINANCE ADMINISTRATOR		48,025	1,847.12	
CLERK/OFFICE/CIB COORDINATOR		46,700	1,796.15	
CLERK/LICENSE MANAGER		43,627	1,677.96	
ASSISTANT CLERK COORDINATOR		43,627	1,677.96	
INSPECTION DEPARTMENT				
CHIEF OF INSPECTIONS		85,339	3,282.27	
BUILDING COMMISSIONER		76,579	2,945.35	
CODE COMMISSIONER		76,579	2,945.35	
ZONING ADMINISTRATOR		84,463	3,248.58	
ASSISTANT PLANNER		57,222	2,200.85	
ELECTRICAL INSPECTOR		57,742	2,220.85	
COMMERCIAL & SAFETY INSPECTOR		54,570	2,098.85	
BUILDING INSPECTOR		53,040	2,040.00	
INSPECTOR		46,933	1,805.12	
ADMINISTRATIVE ASSISITANT		43,795	1,684.42	
SECRETARY II		47,404	1,823.23	
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		45,489	1,749.58	
LAW DEPARTMENT				
ADMINISTRATIVE SECRETARY		50,677	1,949.12	
LEGAL SECRETARY		49,553	1,905.88	

BOARD OF WORKS				
PRESIDENT		5,000	416.67	MONTHLY
MEMBER		5,000	416.67	MONTHLY
MEMBER		5,000	416.67	MONTHLY
ENGINEERING				
CITY ENGINEER		78,585	3,022.50	
ASSISTANT ENGINEER		84,463	3,248.58	
JR ENGINEER		69,360	2,667.69	
ACCOUNTING CLERK		49,639	1,909.19	
OFFICE MANAGER		50,308	1,934.92	
MAINTENANCE SUPERVISOR		52,799	2,030.73	
MAINTENANCE SPECIALIST		45,838	1,763.00	
MAINTENANCE LABORER		38,967	1,498.73	
FT ARMED SECURITY GUARD		40,800	1,569.23	
FT SECURITY GUARD		30,308	1,165.69	
PT SECURITY GUARD	13.00			
PT MAINTENANCE	11.00			
Intern	10.00			
INFORMATION TECHNOLOGY				
IT DIRECTOR		95,509	3,673.42	
HELP DESK MANAGER		68,979	2,653.04	
MULTIMEDIA COORDINATOR		66,856	2,571.38	
ENVIRONMENTAL MANAGEMENT (PENALTIES)				
DIRECTOR/CHIEF		99,423	3,823.96	
WASTE FUEL ENGINEER		89,296	3,434.46	
CHIEF ENGINEER		79,172	3,045.08	
HUMAN RELATIONS/HUMAN RESOURCES				
PERSONNEL DIRECTOR		95,509	3,673.42	
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				
	2022 HOURLY RATE	2022 ANNUAL SALARY	2022 BI WEEKLY (26 PAYS)	2022 OTHER
ANIMAL CONTROL OFFICE MANAGER		35,734	1,374.38	
ANIMAL CONTROL OFFICER		45,999	1,769.19	
ANIMAL CONTROL SUPERVISOR		50,244	1,932.46	
ASSISTANT EXECUTIVE SECRETARY		45,046	1,732.54	
BOOKKEEPER		47,095	1,811.35	
CORRECTIONAL OFFICER-TRAINER		47,045	1,809.42	
CERTIFIED CORRECTIONAL OFFICER		40,803	1,569.35	
CERTIFIED MECHANIC		51,589	1,984.19	
CORRECTIONAL OFFICER-PROBATIONARY		38,639	1,486.12	
DETECTIVES SECRETARY		35,691	1,372.73	
ELECTRONIC SYSTEMS TECH		55,746	2,144.08	
EXECUTIVE SECRETARY		48,244	1,855.54	
IDACS COORDINATOR		40,998	1,576.85	
KENNEL MASTER		40,326	1,551.00	
PAYROLL/HIRING COORDINATOR		45,046	1,732.54	

PROPERTY CLERK		35,691		1,372.73	
RECORDS CLERK		39,925		1,535.58	
SENIOR RECORDS CLERK		43,581		1,676.19	
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		11,097		426.81	
BOOKKEEPER		2,123		81.65	
FIRE DEPARTMENT					
	2022 HOURLY RATE	2022 ANNUAL SALARY		2022 BI WEEKLY (26 PAYS)	2022 OTHER
FIRE CIVILIAN PERSONNEL					
BOOKKEEPER		42,448		1,632.62	
CHIEF'S SECRETARY		44,571		1,714.27	
PAYABLE/RECEIVABLE CLERK		35,331		1,358.88	
MAINTENANCE SUPERVISOR		41,807		1,607.96	
FIRE PENSION FUND					
SECRETARY		11,097		426.81	
BOOKKEEPER		2,101		80.81	
ELECTED TRUSTEE (ANNUALLY)					300.00
PUBLIC WORKS					
	2022 HOURLY RATE	2022 ANNUAL SALARY		2022 BI WEEKLY (26 PAYS)	2022 OTHER
MOTOR VEHICLE HIGHWAY/PUBLIC WORKS					
DIRECTOR		97,976		3,768.31	
OFFICE MANAGER		55,614		2,139.00	
ASSISTANT OFFICE MANAGER		45,493		1,749.73	
ADMINISTRATIVE ASSISTANT		37,578		1,445.31	
STREET LIGHT MANAGER		49,359		1,898.42	
STREET LIGHT MAINTENANCE		41,595		1,599.81	
TRAFFIC DIVISION & SPECIAL EVENTS SUPERVISOR		72,650		2,794.23	
MASTER CRAFTSMAN	23.18				
CRAFTSMAN	21.24				
HEAD MECHANIC	25.45				
MECHANIC	23.18				
HI-LIFT	22.13				
SWEEPER	20.63				
CDL DRIVER	20.47				

RADIO DISPATCHER	19.55			
LABORER	19.55			
SOLID WASTE				
SANITATION DIRECTOR		85,587	3,291.81	
DISTRICT SUPERVISOR		72,650	2,794.23	
DRIVER	20.47			
MECHANIC	23.18			
TIREMAN	20.61			
PARK DEPARTMENT				
PARK ADMINISTRATOR		93,386	3,591.77	
SPECIAL EVENTS COORDINATOR		77,706	2,988.69	
JSCC/DOWLING MANAGER		55,080	2,118.46	
RECREATION FACILITY OPERATIONS MANAGER		58,262	2,240.85	
RECREATION PROGRAM SUPERVISOR - SPORTSPLEX		47,095	1,811.35	
RECREATION PROGRAM SUPERVISOR - CIVIC CENTER		47,095	1,811.35	
RECREATION SUPERVISOR		-	-	
BOOKKEEPER		47,095	1,811.35	
CIVIC CENTER MANAGER		58,262	2,240.85	
ADMINISTRATIVE ASSISTANT		37,577	1,445.27	
SUPERINTENDENT OF PARKS		77,706	2,988.68	
SPORTSPLEX GM		88,759	3,413.81	
ASST GM		62,424	2,400.92	
REGISTRAR/CONCESSIONS		42,979	1,653.04	
ATHLETIC SUPERVISOR-JSCC		52,020	2,000.77	
JSCC ASSISTANT MANAGER		47,095	1,811.35	
OPERATING ENGINEER	21.69			
MASTER CRAFTSMAN	23.18			
CRAFTSMAN	21.24			
LABORER	19.55			
MECHANIC	23.18			
FT CUSTODIAN	8.50			
PARK BOARD MEMBER - MONTHLY		5,000	416.67	MONTHLY

PLANNING AND DEVELOPMENT	2022 HOURLY RATE	2022 ANNUAL SALARY	2022 BI WEEKLY (26 PAYS)	2022 OTHER
REDEVELOPMENT				
EXECUTIVE DIRECTOR		102,000	3,923.08	
DIRECTOR OF PLANNING		84,463	3,248.58	
REDEVELOPMENT COMMISSION		8,500	708.33	MONTHLY
ADMINISTRATIVE ASSISTANT		48,012	1,846.62	
PLANNING COMMISSION		2,600 MAX	200.00	PER MEETING
ECONOMIC DEVELOPMENT BOARD		2,600 MAX	200.00	PER MEETING
COMMUNITY DEVELOPMENT				
COMMUNITY DEVELOPMENT DIRECTOR		84,463	3,248.58	
ECONOMIC DEVELOPMENT DIRECTOR		84,463	3,248.58	
FINANCE MANAGER		67,569	2,598.81	
LOAN OFFICER		48,012	1,846.63	
SOCIAL SERVICE COORDINATOR		52,607	2,023.35	
ADMINISTRATIVE ASSISTANT		54,647	2,101.81	
PAYABLE - RECEIVABLE CLERK		38,649	1,486.50	
HOUSING/HOMELESS PREVENTION CORR DINATOR		45,900	1,765.38	
HISTORIC PRESERVATION BOARD		2,000 MAX	200.00	PER MEETING
DISABILITY COMMISSION		2,000 MAX	200.00	PER MEETING
TIF				
TIF PROGRAM COORDINATOR		63,672	2,448.92	
	2022	2022	2022	2021

SPECIAL BOARD SALARIES	HOURLY RATE	ANNUAL SALARY	BI WEEKLY (26 PAYS)	OTHER
WATER				
CONTROLLER		10,404	400.15	
CITY ENGINEER		5,412	208.16	
SANITARY				
CONTROLLER		20,808	800.31	
CITY ENGINEER		43,348	1,667.23	
PORT AUTHORITY				
CONTROLLER		5,202	200.08	

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