

ORDINANCE NO 2023-20**AN ORDINANCE TO BE KNOWN AS THE 2024 SALARY RANGE /BENEFIT ORDINANCE**

WHEREAS, Indiana Code 36-4-7-3 requires the Mayor to fix the compensation of each appointive officer, deputy and other employees of the City departments, except police officers and firefighters for the ensuing budget year subject to the approval of the Common Council; and

WHEREAS, said Indiana Code Section allows the City Clerk to fix the compensation of the deputies and employees of the Clerk's office for the ensuing budget year subject to the approval of the Common Council.

NOW THEREFORE, be it ordained by the Common Council of the City of Columbia City, Indiana that the following salary ranges be established and hereinafter set forth during the year 2024, from December 30, 2023 through December 27, 2024 on a hourly/bi-weekly or yearly basis:

	<i>Minimum Bi-Weekly</i>	<i>Minimum Hourly</i>	<i>Maximum Bi-Weekly</i>	<i>Maximum Hourly</i>	<i>Yearly</i>
OFFICE OF THE MAYOR					
Executive Secretary		\$ 17.00		\$ 29.00	
Human Resource Director		\$ 28.00		\$ 37.00	
OFFICE OF THE CLERK TREASURER					
Cashier		\$ 16.00		\$ 27.00	
Customer Service		\$ 16.00		\$ 29.00	
Billing Clerk		\$ 16.00		\$ 27.00	
Bookkeeper		\$ 17.00		\$ 28.00	
Deputy Clerk		\$ 17.00		\$ 34.00	
Custodian		\$ 17.00		\$ 25.00	
Head of Maintenance		\$ 25.00		\$ 31.00	
CELLANEOUS					
Community Development Director			\$ 3,120.40	\$ 3,245.22	
IT Director			\$ 3,120.40	\$ 3,245.22	
Community Engagement Specialist		\$ 18.00		\$ 27.00	
Mechanic		\$ 25.00		\$ 35.00	
GIS Coordinator		\$ 20.00		\$ 30.00	
Receptionist/Secretary		\$ 17.00		\$ 27.00	
Part Time and Summer Help		\$ 10.00		\$ 15.00	
Board of Works Members (1/4 Elec,Wat,WW,Storm)			\$ 269.23		
Planning Commission Members		\$ 60.00	Per Meeting		
STREET/SEWER DEPARTMENT					
Superintendent			\$ 3,245.22		
Supervisor		\$ 29.00		\$ 36.00	
Equipment Operator		\$ 21.25		\$ 30.00	
Laborer		\$ 18.00		\$ 23.00	
WASTEWATER DEPARTMENT					
Superintendent			\$ 3,245.22		
Supervisor		\$ 30.00		\$ 35.00	
Pretreatment Coordinator		\$ 26.00		\$ 30.00	
Certified Plant Operator		\$ 26.00		\$ 31.00	
Lab Tech 2		\$ 23.00		\$ 26.00	
Tech 1		\$ 21.00		\$ 23.00	
General Maintenance		\$ 19.00		\$ 21.00	

WATER DEPARTMENT	Bi-Weekly	Hourly	Bi-Weekly	Hourly	Yearly
Superintendent			\$ 3,245.22		
Supervisor		\$ 30.00		\$ 35.00	
Qualified Plant Operator		\$ 23.00		\$ 31.00	
Pipefitter 2		\$ 21.00		\$ 26.00	
Pipefitter 1		\$ 20.00		\$ 24.00	
General Maintenance		\$ 18.00		\$ 21.00	
Stormwater Supervisor		\$ 22.00		\$31.00	

ELECTRIC DEPARTMENT

Superintendent			\$ 3,245.22		
Supervisor		\$ 34.00		\$ 42.00	
Journeyman Foreman		\$ 33.00		\$ 39.00	
Journeyman Lineman		\$ 30.00		\$ 40.00	
4th Year Lineman		\$ 28.00		\$ 33.00	
3rd Year Lineman		\$ 26.00		\$ 31.50	
2nd Year Lineman		\$ 24.00		\$ 30.00	
1st Year Lineman		\$ 22.00		\$ 28.00	
Groundsman		\$ 18.00		\$ 24.00	
Meter Technician		\$ 21.00		\$ 29.00	

PARK DEPARTMENT

Superintendent			\$ 3,245.00		
Program Supervisor		\$ 22.00		\$ 30.00	
Administrative Assistant/Asst. Program Coordinator		\$ 18.00		\$ 26.00	
Administrative Assistant		\$ 15.00		\$ 24.00	
Maintenance Supervisor		\$ 25.00		\$ 31.00	
Maintenance Supervisor Assistant		\$ 19.00		\$ 27.00	
Park Maintenance/Laborer		\$ 16.00		\$ 21.00	
Part-time/Seasonal		\$ 12.00		\$ 24.00	
Baseball Coordinator		\$ 10.00		\$ 14.50	
Travel/ Soccer Program Coordinator					\$ 3,000.00
Aquatics Facility Manager		\$ 20.00		\$ 25.00	
Pool Assistant Manager		\$ 10.00		\$ 13.50	

POLICE DEPARTMENT

Police Chief			\$ 3,245.22		
First Class Patrol Officer			\$ 2,440.72		
Probationary Patrol Officer (1 year)	\$ 1,615.38		\$ 2,280.00		
Shift Differential 2nd & 3rd Shift-normal work schedule		\$ 0.50			
Deputy Chief				\$ 10,000	
Sergeant/K9 officer				\$ 5,000	
Detective/Sergeant				\$ 5,000	
Detective				\$ 3,000	
Assistant Detective				\$1,500 - \$3,000	
School Resource Officer				\$ 3,000	
Training Coordinator				\$ 2,500	
Trainer				\$ 1,000	
Administrative Secretary		\$ 18.00		\$ 29.00	
SSA Administrator				\$ 1,000	

COMMUNICATIONS (Elec, Wat, WW, Gen, Storm, 911)	Minimum Bi-Weekly	Minimum Hourly	Maximum Bi-Weekly	Maximum Hourly	Yearly
Supervisor					\$ 5,000
Telecommunicator	\$ 1,800.00		\$ 2,283.00		
Probationary Telecommunicator	\$ 1,326.50		\$ 2,115.35		
Shift Differential 2nd & 3rd Shift-normal work schedule		\$ 0.50			
Shift Lead					\$ 1,000.00
Trainer					\$ 1,000
SSA Administrator					\$ 1,000
Part-Time				\$ 20.00	

FIRE DEPARTMENT

Fire Chief			\$ 3,245.23		
Deputy Fire Chief					
Firefighter			\$ 2,440.72		
Probationary Firefighter (1 year)	\$ 1,615.38		\$ 2,200.00		
Captain				\$	5,000
Fire Marshall				\$	3,000
Fire Trainer or Medical				\$	1,000
Fire Volunteer Assistance		\$ 10.00			

BENEFITS

MEALS: If required to work overtime during an emergency situation in the City, meals will be covered every 4 hours. Meal limits are as follows: Breakfast \$10 Lunch \$20 Dinner \$30. If traveling out of town, follow the policy book or \$60 total per day.

HOLIDAY PAY: Police, Fire and Communications (excluding Department Heads, Deputy Police Chief & Communications Supervisor) will be paid an additional rate for working on an official City holiday. Police and Fire employee's will be paid an additional rate (above their regular rate) **\$32.50** per hour and Communications employee's will be paid an additional rate of **\$30** per hour. To qualify for Holiday Pay the employee must work the day of the official holiday, not the day on which the holiday is observed by the City (scheduled training and meetings do not apply) Holiday pay is paid midnight to midnight of the official holiday. The employee must work at least 1/2 of the shift in order to receive holiday pay or at the discretion of the department head in emergency situations.

CLOTHING: Full-time Police and Firefighters will receive **\$375** per quarter for clothing allowance to be paid in January, April, July and October with a maximum of **\$1500** per year. Employees must be actively working to receive their allowance. If an employee is scheduled to leave employment, it will be prorated for the quarter.

MILEAGE: Mileage for traveling outside of the City, for City business, in an employee's personal vehicle will be paid at the current Federal Rate.

LONGEVITY: All full-time employees will receive longevity pay at a rate of \$50 per year after one full year of employment. This will be paid to the employee on their payroll check following their anniversary date.

PERFORMANCE EVALUATIONS: If **evaluations are done**, full-time employees can receive an additional bonus amount based on their evaluation. This amount would be paid in January of the year following such evaluation. Bonus amounts are determined yearly by the Mayor

STANDBY PAY: Employees scheduled to be on standby will be paid at 1 hour per day; 2 hours per day on holidays. If called out after hours, standby pay will be paid at time and one half; double time on OFFICIAL holidays. If called out after hours, the employee will be paid for a minimum of 2 hours.

TELECOMMUNICATIONS: Dispatchers are paid straight time for working up to 40 hours in a week and will be paid at time and one half for hours worked over 40 in a normal work week (Saturday - Friday). (1950 hours per year; rate based off of 40 hour work week)

INSURANCE: Insurance is available to all full-time employees; rates are established yearly.

Passed this 28 day of November, 2023

3 Jennifer Middleton

Dan Wright

Walter Crowder

Council Members

Approved by me this 28 day of November, 2023

[Signature]
Mayor

ATTEST:

[Signature]
City Clerk Treasurer