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ORDINANCE 11-25

2011054876 ORDINANCE \$37.00
10/31/2011 11:29:42A 13 PGS
Mary L. Clark
HAMILTON County Recorder IN
Recorded as Presented


AN ORDINANCE ESTABLISHING CITY SALARIES FOR 2012

WHEREAS, The City of Westfield, ("City") is a duly formed municipal corporation within the State of Indiana, governed by its duly elected Mayor and Common Council ("Council"); and,

WHEREAS, it is the duty and the responsibility of the Council to create and administer the budget for the City as well as prepare and adopt the salary ordinance outlining the positions within the City and the salaries associated with those positions; and,

NOW, THEREFORE, BE IT ORDAINED by the Westfield City Council meeting in session as follows:

- Section 1.** That the Council after due consideration hereby adopts those positions and salaries as described by Exhibit "A", attached hereto and incorporated by reference herein.

- Section 2.** That it is the intention of this Council that the salary ranges included on Exhibit "A" shall be administered with the discretion of each Department Head but shall not operate to increase any amounts otherwise budgeted to each department.

- Section 3.** Each Department Head is hereby authorized to draft any policy and procedure necessary for the positions under their control and allocate salaries within the ranges outlined as best serves the City of Westfield.

- Section 4.** This Ordinance shall be in full force and effect in accordance with Indiana law, upon the passage of any applicable waiting periods, all as provided by the laws of the State of Indiana. All ordinances or parts thereof that are in conflict herewith are hereby ordered repealed.

**2012 Salary Ordinance
Attachment A**

	Annual Base Amount for Salary Ordinance	Paid Annual Hours	Hourly Amount for Salary Ordinance
Salaried Department Heads			
Chief Administrative Officer	\$99,112 - \$109,262		
Community Development Director	\$115,000 - \$150,000	2080	
Director of Informatics	\$79,248 - \$95,000	2080	
Enterprise Development Director	\$83,926 - \$98,000	2080	
Fire Chief	\$87,926 - \$95,000	2080	
Parks Director	\$73,200 - \$88,000	2080	
Police Chief	\$80,000 - \$95,000	2080	
Public Works Director	\$88,150 - \$95,000	2080	
General Administration			
Project Analyst		2080	\$15.68 - \$20.02
Project Manager		2080	\$20.02 - \$26.82
Financial Strategist		2080	\$29.85 - \$41.21
Administration		2080	\$14.49 - \$22.06
Accounting Specialist		2080	\$16.47 - \$25.55
HR Manager		2080	\$24.33 - \$32.28
Director of Communications		2080	\$24.33 - \$29.28
Communications Specialist		2080	\$19.07 - \$25.55
Executive Assistant		2080	\$22.06 - \$26.82
Administrative Director WYAP		2080	\$13.53 - \$18.51
Clerk - Treasurer			
Chief Deputy		1950	\$21.08 - \$26.53
Financial Analyst		1950	\$21.31 - \$26.53
Payroll Clerk		1950	\$17.99 - \$21.42
Records Management		1950	\$18.47 - \$20.78
Community/Economic Development			
Assistant Director	\$54,995 - \$79,997	2080	
Senior Planner	\$44,990 - \$65,000	2080	
Associate Planner		2080	\$18.27 - \$24.04
Building Commissioner	\$39,998 - \$69,992	2080	
Building Inspector		2080	\$13.22 - \$24.04
Records Technician		2080	\$13.22 - \$21.63
Administrative Assistant		2080	\$12.02 - \$18.03
Information Technology			
Assistant Director	\$62,088 - \$85,717	2080	
GIS Coordinator	\$62,088 - \$85,717	2080	
IT Support		2080	\$14.49 - \$32.28
Fire Department			
Deputy/Division Chief	\$62,088 - \$85,717	2080	
Battalion Chief/Captain		2080	\$22.50 - \$32.28
Lieutenant/Senior/3rd Class Firefighter		2080	\$17.62 - \$24.33
2nd Class Firefighter		2080	\$14.49 - \$19.06
Probationary Firefighter		2080	\$14.22 - \$15.68
Paramedic		2080	\$14.22 - \$19.06
Firefighter/Paramedic		2080	\$17.29 - \$24.33
Aid to Fire Chief		2080	\$29.85 - \$41.21
Administration		2080	\$17.62 - \$24.33

Parks

Administration		2080	\$17.62 - \$ 32.28
Maintenance Supervisors		2080	\$17.52 - \$32.28
Laborers		2080	\$10.50 - \$24.23

Police Department

Assistant Chief	\$75,000 - \$85,000	2080	
Major	\$75,000 - \$83,000	2080	
Captain	\$73,000 - \$79,000	2080	
Lieutenant		2080	\$32.00 - \$36.00
Sergeant		2080	\$30.00 - \$33.75
Administrative Lieutenant		2080	\$32.00 - \$36.00
Detective Lieutenant		2080	\$32.00 - \$36.00
Detective		2080	\$30.00 - \$33.75
Criminalist		2080	\$27.62 - \$33.75
Patrol 1st Class		2080	\$27.62 - \$31.25
Patrol 2nd Class		2080	\$26.50 - \$30.00
Patrol 3rd Class		2080	\$25.72 - \$28.75
Probationary Patrol		2080	\$22.60 - \$26.25
School Resource Officer		2080	\$25.72 - \$31.25
Records Manager/System Administrator/Tech Support		1950	\$19.48 - \$26.67
Records Assistant		1950	\$17.85 - \$22.67
Project Coordinator		1950	\$15.00 - \$25.33
Administration/Support		1950	\$17.85 - \$22.67
Receptionist		1950	\$15.38 - \$20.00
Community Services Officer (CSO)		2080	\$16.83 - \$21.25

Public Works

PW Administration

Project Manager	\$79,248 - \$95,000	2080	
Utilities Manager	\$62,088 - \$85,717	2080	
Office Manager		2080	\$22.50 - \$32.28
Administration		2080	\$14.49 - \$19.06

Instrumentation and Control Division

Instrumentation and Control Supervisor	\$62,088 - \$85,717	2080	
Instrumentation and Control Technician		2080	\$17.62 - \$24.33

Water Division

Utility Superintendent	\$62,088 - \$85,717		
Water Supervisor		2080	\$22.50 - \$32.28
Water Plant Operators		2080	\$17.62 - \$24.33
Water Field Service Representative		2080	\$14.49 - \$19.06

Wastewater Division

Plant Supervisor	\$46,800 - \$67,143	2080	
Plant/Collection Operators		2080	\$17.62 - \$24.33
Lift Operator		2080	\$14.49 - \$19.06

Street Division

Superintendent	\$46,800 - \$67,143	2080	
Street Supervisor	\$46,800 - \$67,143	2080	
Street Foreman		2080	\$17.62 - \$24.33
Street Crew		2080	\$17.62 - \$24.33
Senior Equipment Operator		2080	\$17.62 - \$24.33
Sign Maintenance Technician		2080	\$14.49 - \$19.06
Street Laborer II		2080	\$14.49 - \$19.06
Street Laborer		2080	\$11.35 - \$15.68
G&M Crew Leader		2080	\$17.62 - \$24.33
G&M Laborers		2080	\$11.35 - \$15.68
Part-Time Street Laborer		520	\$10.50

Customer Service Division

Supervisor	\$46,800 - \$67,143	2080	
Billing Clerk		2080	\$17.62 - \$24.33
Customer Service Representative		2080	\$14.49 - \$19.06
Inquiries Clerk		2080	\$11.35 - \$15.68
Part-Time Customer Service Representative			\$11.35 - \$15.68

Development and Construction Division

Superintendent	\$46,800 - \$67,143	2080	
Plan Reviewer		2080	\$17.62 - \$24.33
Inspectors		2080	\$17.62 - \$24.33

Engineer Technician		2080	\$22.50 - 32.28
Part-Time Engineering Tech		520	\$10.50

Infrastructure

Infrastructure Manager	\$62,088 - \$85,717	2080	
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Other

Interns	Up to \$10,000 annually		
Director of Operations	\$10,000 - \$20,000		
Advisory Plan Commission	\$300 per quarter		
City Board of Public Works	\$262.50 per quarter		
Fire Merit Board Commission	\$200 per quarter		
City Department Stipends	\$250 - \$5,000 Per year		
City of Westfield Longevity	Schedule 1 Attached		

Benefit Summaries 2012

Civilian Personnel

(Administration, Police Admin, Clerical, Fire Admin, Community/Economic Development, Informatics, Parks and Westfield Public Works)

INSURANCE

HEALTH, LIFE, DENTAL, VISION, WORKERS COMPENSATION – As available for all employees

SOCIAL SECURITY / MEDICARE CONTRIBUTIONS –As provided for all employees

EMPLOYEE ASSISTANCE PROGRAM - As provided for all employees

RETIREMENT

Civilian PERF – 10.5% (2012) of the employee's salary is contributed by the City for the PERF program (Public Employees Retirement Fund)

1. 3% of the employee's salary is contributed on behalf of the employee (employee's contribution) and identified in a private PERF account for the employee. This money is available to the employee if they would resign from the City. Once the employee begins to draw a retirement check from PERF this fund may be used to supplement that monthly retirement or received in full at retirement.
2. 7.5% of the employee's salary is contributed for the employee (City's contribution) and is added to the general state retirement fund that supports all state employees through the PERF retirement program.

457 Plan (Supplemental Retirement Plan)

The City of Westfield offers one supplemental 457 retirement plan to all employees. Employees may contribute (pre tax) a maximum amount authorized by law into the plan.

City Matching Contribution

To encourage employee participation in the 457 plans, the City makes a matching contribution of \$.667 for each \$1.00 contributed up to 6% of base pay for all civilian employees. This matching contribution is made in July and January of each year.

HOLIDAY PAY SCHEDULE

As approved by the City Council. Pay for actual days approved by Council coordinated with approval with supervision.

Professional Fire Personnel

INSURANCE

HEALTH, LIFE, DENTAL, VISION, WORKERS COMPENSATION – As available for all employees

SOCIAL SECURITY / MEDICARE CONTRIBUTIONS – As provided for all employees

EMPLOYEE ASSISTANCE PROGRAM – As provided for all employees

RETIREMENT

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1. 3% is contributed on behalf of the employee (employee's contribution) and identified in a private PERF account for the employee. This money is available to the employee if they would resign from the City. Once the employee begins to draw a retirement check from PERF this fund may be used to supplement that monthly retirement or received in full at retirement.
2. 7.5% is contributed for the employee (City's contribution) and is intended to fund the retirement program for all state employees through the PERF program.

Fire PERF

Professional Fire personnel are covered by a state sponsored retirement plan that is referred to as the "1977 Police and Fire PERF program". This program began in 2000 for the Westfield Fire Department and began January 1, 2008 for Professional Police Officers.

1. 19.7% of the "Senior Fire Fighter" base salary plus 20 years longevity pay is contributed by the City to the POLICE AND FIRE PERF program.
2. 6% based on 1. above is deducted from each fire and police personnel's bi-weekly pay to make an additional contribution to this plan.

Supplemental Retirement Plan

To supplement retirement (because certain fire personnel are not in the Police and Fire PERF Plan the City contributes 13% of the fire personnel's base pay into the 457 plan. This is done in July and January of each year. This plan began on January 1, 2009, and represents a continuing supplemental retirement program for certain fire personnel.

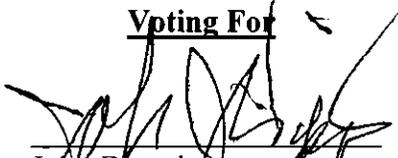
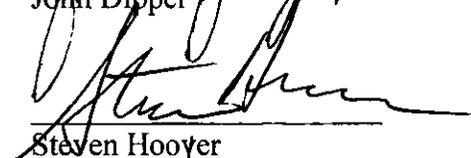
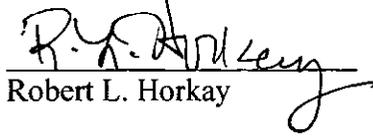
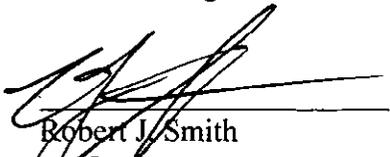
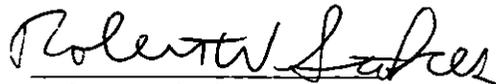
Schedule 1
City of Westfield Longevity
Schedule

<u>Hire Year</u>	Longevity Pay Begins	Years		
	January of this	Longevity in	<u>Per Hour based</u>	<u>Per Hour based</u>
	<u>Year</u>	<u>2012</u>	<u>on 2080 Hours</u>	<u>on 1950 Hours</u>
2011	2012	0	\$0.00	\$0.00
2010	2011	1	\$0.10	\$0.10
2009	2010	2	\$0.19	\$0.21
2008	2009	3	\$0.29	\$0.31
2007	2008	4	\$0.38	\$0.41
2006	2007	5	\$0.48	\$0.51
2005	2006	6	\$0.58	\$0.62
2004	2005	7	\$0.67	\$0.72
2003	2004	8	\$0.77	\$0.82
2002	2003	9	\$0.87	\$0.92
2001	2002	10	\$0.96	\$1.03
2000	2001	11	\$1.08	\$1.15
1999	2000	12	\$1.20	\$1.28
1998	1999	13	\$1.32	\$1.41
1997	1998	14	\$1.44	\$1.54
1996	1997	15	\$1.56	\$1.67
1995	1996	16	\$1.68	\$1.79
1994	1995	17	\$1.80	\$1.92
1993	1994	18	\$1.92	\$2.05
1992	1993	19	\$2.04	\$2.18
1991	1992	20	\$2.16	\$2.31
1990	1991	21	\$2.28	\$2.44
1989	1990	22	\$2.40	\$2.56
1988	1989	23	\$2.52	\$2.69
1987	1988	24	\$2.64	\$2.82
1986 and Previous	1987	25	\$2.76	\$2.95

Approximately
Years 1-10 \$200/Year
Years 11-25 \$250/Year

ALL OF WHICH IS ORDAINED THIS 26 DAY OF Sept 2011.

WESTFIELD CITY COUNCIL

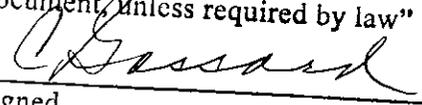
<u>Voting For</u>	<u>Voting Against</u>	<u>Abstain</u>
 John Dippel	John Dippel	John Dippel
 Steven Hoover	Steven Hoover	Steven Hoover
 Robert L. Horkay	Robert L. Horkay	Robert L. Horkay
 Kenneth Kingshill	Kenneth Kingshill	Kenneth Kingshill
 Robert J. Smith	Robert J. Smith	Robert J. Smith
 Thomas Smith	Thomas Smith	Thomas Smith
 Robert W. Stokes	Robert W. Stokes	Robert W. Stokes

ATTEST:


Cindy J. Gossard, Clerk Treasurer



"I affirm, under the penalties of perjury, that I have taken reasonable care to redact each Social Security Number in this document, unless required by law"


Signed

I hereby certify that ORDINANCE 11-25 was delivered to the Mayor of Westfield

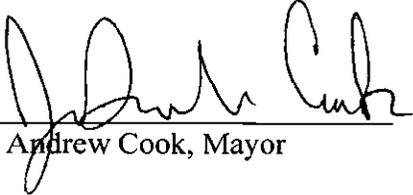
on the 27 day of Sept, 2011, at 2:19p m.



Cindy J. Gossard, Clerk-Treasurer

I hereby APPROVE ORDINANCE 11-25

this 27th day of Sept., 2011.



J. Andrew Cook, Mayor

I hereby VETO ORDINANCE 11-25

this _____ day of _____, 2011.

J. Andrew Cook, Mayor

This document prepared by
Brian J. Zaiger, Esq.
KRIEG DEVAULT, LLP
(317) 238-6266