

SPECIAL ORDINANCE NO. 1602

SECTION 1. THAT FROM AND AFTER THE FIRST DAY OF JANUARY 2027, THE MAXIMUM SALARY AND PAY SCHEDULE FOR APPOINTED OFFICERS AND EMPLOYEES FOR THE CITY OF KENDALLVILLE, AND THE MAXIMUM SALARY AND PAY SCHEDULES FOR THE POLICE AND FIRE EMPLOYEES OF THE CITY OF KENDALLVILLE, INDIANA BE AFFIXED AS FOLLOWS:

SECTION 2. THAT FROM THIS AND AFTER THE FIRST DAY OF JANUARY 2027, IN THE EVENT THAT A DEPARTMENT OUTSIDE OF THE GENERAL FUND HAS INSUFFICIENT FUNDS TO PAY THEIR SALARY, IT WILL BE PAID FROM THE GENERAL FUND.

TO THE COMMON COUNCIL OF THE CITY OF KENDALLVILLE, INDIANA:

I, THE UNDERSIGNED, LANCE L. WATERS, MAYOR OF THE CITY OF KENDALLVILLE, INDIANA, AS REQUIRED BY IC-36-4-7-3 PERTAINING TO THE SALARIES OF APPOINTED OFFICERS AND EMPLOYEES AND IC-36-8-3-3 PERTAINING TO THE POLICE AND FIRE EMPLOYEES SALARIES, HEREBY FIX THE MAXIMUM SALARIES AND MAXIMUM PAY SCHEDULE FOR APPOINTED OFFICERS AND EMPLOYEES OF THE CITY OF KENDALLVILLE, INDIANA, AND THE MAXIMUM SALARIES AND MAXIMUM PAY SCHEDULE FOR THE POLICE AND FIRE EMPLOYEES OF THE CITY OF KENDALLVILLE, INDIANA, BEGINNING JANUARY 1, 2027 AND CONTINUING THEREAFTER UNTIL DULY CHANGED AND REQUEST THAT SUCH SALARY RATES BE APPROVED BY THE COMMON COUNCIL.

SALARY SCHEDULE:

	Minimum		Maximum	
CEMETERY				
Superintendent	45,162.38		62,664.35	
Seasonal Mowing/Maint.		10.27		19.33
CLERK TREASURER'S DEPARTMENT				
Deputy Clerk	41,969.40	20.17	58,626.47	28.18
Utility Clerk (1/2 WW, 1/2W)	41,969.40	20.17	57,384.88	27.58
Accounts Payable	41,969.40	20.17	52,471.48	25.22
Human Resource Clerk	41,969.40	20.17	52,471.48	25.22
Accounts Rec. /Secretary	41,969.40	20.17	52,471.48	25.22
ENGINEERING DEPARTMENT				
City Engineer	69,645.61		83,665.42	
(GF Engineering, W 5,000.00, WW 5,000.00)				
Administrative Tech	78,424.71		123,735.04	
(GF Engineering, W 17,500.00, WW 17,500.00, ST SEWER 4,000.00)				
Building Inspector	49,945.41	24.01	72,391.36	34.80
Clerk	41,969.40	20.17	50,391.48	24.22
Technician	54,938.04	26.41	83,211.81	40.00
(GF Engineering, ST SEWER 1,172.00, W 1,000.00, WW 1,000.00, POL 3,616)				
Planning Director	24,427.90	11.74	71,199.74	34.23
Citizen Member Plan Commission	50.00 per meeting- paid annually at year end			
Citizen Member B.Z.A.	50.00 per meeting- paid annually at year end			

FIRE MINIMUM VS. 2080 HRS. MAXIMUM VS. 2496 HRS.

FIRE DEPARTMENT

Fire Chief	71,702.48		85,747.66	
Deputy Fire Chief/Fire Prevention (2080)	54,497.64	26.20	74,733.23	35.92

Deputy Fire Chief/Training (2496)	54,497.64	21.83	68,634.15	27.49
Fire Inspector (2496)	51,961.57	20.81	68,634.15	27.49
Fire Captain (2496)	51,961.57	20.81	68,634.15	27.49
Fire Fighter/Opt (2496)	51,559.69	20.65	63,847.32	25.57
F.F. Clerk (2080)	41,969.40	20.17	52,471.48	25.22
Vol. Deputy F.C./Safety Officer			5,970.83	
Vol. Fire Captain (3)			5,732.23	
Vol. Fire Fighter			4,776.67	
Vol. Fire Fighter Driver		17.56		21.22

POLICE MINIMUM VS. 1950 HRS. MAXIMUM VS. 2080 HRS

POLICE DEPARTMENT

Police Chief	71,702.48		90,427.09	
Lieutenant (2080)	68,785.57	33.06	76,036.38	36.55
Detective Lieutenant (2080)	69,043.70	33.19	76,036.38	36.55
Shift Sergeant (1950)	54,467.92	27.93	73,579.68	37.73
Lieutenant/SRO (2080)	52,040.99	25.01	76,036.38	36.55
Detective/SRO (2080)	54,472.62	26.18	73,579.68	35.37
Detective/Undercover Agent (2080)	54,472.62	26.18	73,579.68	35.37
Undercover Agent (2080)	51,559.68	24.78	69,206.25	33.27
Patrol Officer (1950)	51,559.68	26.44	69,206.25	35.49
Dispatcher I (1950)	46,401.07	23.79	57,983.33	29.73
Dispatcher II (1950)	43,492.88	22.30	54,641.64	28.02
Police Clerk (2080)	41,969.40	20.17	50,391.48	24.22
Administrative Assistant	50,835.20	24.44	58,406.40	28.02
Code Enforcement Officer	49,183.18	23.64	63,874.27	30.70
Building Code Enforcement Officer	49,183.18	23.64	63,874.27	30.70
Part-Time Police Patrol		25.31		27.67
Part-Time Dispatcher		22.04		22.83

IDACS Coordinator 1,500/year
Canine Handler Compensation 2,600/year
Spillman Specialist Compensation 5,000/year
Instructor Specialty Pay 500/year for each certification held
(Firearms, Physical Tactics, Emergency Vehicle Operations, and Drone Instructor)

Core City Living Stipend

New Hire Officers- 3,600/year for 3 years & 1,800/year for 2 years after =5 years total

Existing Officers- 1,800/ year for 5 years

Detectives and School Resource Officers hourly rate for hours worked beyond their normal scheduled hours will be based on 1950 hours.

SHIFT DIFFERENTIAL: Members of the Police Department shall receive an additional \$1.00 per hour when their permanent schedule is second or third shift. The employer shall establish the standard work day, work week and starting and quitting time for employees on each shift and in each department in consideration of current and anticipated workloads and other factors. Department heads shall establish work schedules.

STREET DEPARTMENT

Superintendent	64,657.29		85,747.85	
Heavy Equipment Operator	45,734.76	21.98	61,991.69	29.80
Labor/Truck Driver	37,832.08	18.18	55,166.04	26.52
Part Time Labor		12.48		19.58
On-Call pay				
a. Monday through Friday \$35.00 per day.				
b. Saturday- \$50.00.				
c. Sunday - \$75.00				

PARK DEPARTMENT

Park and Recreation Director	70,698.43		85,747.85	
Park and Facilities Manager	50,909.04	24.47	72,874.88	35.03
Recreation Director	57,768.48	27.77	65,907.71	31.68
Heavy Equipment Operator	45,734.76	21.98	61,991.69	29.80
Part Time Recreational Manager	6,115.01		8,148.50	
Sports Complex Mgr. /Maint. Supervisor	44,869.28		70,630.20	
(Park Operational, Complex 6,500.00 up to \$15,000)				
Maintenance Personnel	44,869.28	21.57	55,275.81	26.57
Office Manager	41,969.40	20.17	54,549.04	26.22
Seasonal Mowing/Maintenance		11.50		21.50
Skate Night (Part Time)		8.50		18.50
Park Summer Program (Seasonal)		10.59		18.59
Life Guards (Seasonal)		10.00		19.00
Park Board Member			300.00 per year	
Cell Phone Stipend			35.00 per month	

SPORTS COMPLEX

Complex Manager			11,931.73	
Complex Assistant		12.04		22.56
Seasonal Maintenance/Mowing		11.50		21.50
Concessions (Seasonal)		9.00		17.00
Concession Manager (Seasonal)		10.00		19.00
Maintenance Personal		11.42		22.50

WATER PLANT

Water Plant Superintendent	75,563.99		85,747.85	
Plant Operator/Well Maint. (Cert.)	44,538.64	21.41	66,760.28	32.09
Distribution Op/Heavy Equipment Op (Non-cert)	44,538.64	21.41	61,991.69	29.80
Distribution Op / Heavy Equipment (Cert)	44,538.64	21.41	66,760.28	32.09
Plant Operator/Well Maint. (Non-cert.)	44,538.64	21.41	61,991.69	29.80
Water Plant Electrician	44,538.64	21.41	65,000.00	31.25
Part Time Operator		19.56		29.79
Lead Operators:				
Lead Distribution Operator (Cert)	44,538.64	21.41	70,000.00	33.65
Lead Distribution Operator (Non Cert)	44,538.64	21.41	65,312.00	31.40
Lead Plant Operator (Cert)	44,538.64	21.41	70,000.00	33.65
Lead Plant Operator (Non Cert)	44,538.64	21.41	65,312.00	31.40

On-Call pay

- a. Distribution /Treatment/ Collections/ Plant Staff On-Call, Monday through Friday - \$35.00 per day.
- b. Saturday - \$50.00.
- c. Sunday - \$75.00

WATER POLLUTION CONTROL PLANT

Operations:

Wastewater Superintendent	75,563.99		85,747.85	
Plant Operator Certified	44,538.64	21.41	61,991.69	29.80
Plant Operator Non-certified	44,538.64	21.41	60,855.14	29.25
Lab Technician	44,538.64	21.41	59,244.22	28.48
Pretreatment	44,538.64	21.41	61,991.69	29.80
Administrative Assistant	41,969.40	20.17	50,391.48	24.22
Part Time Floater		16.00		20.00

Maintenance:

Facility Maintenance	44,538.64	21.41	61,991.69	29.80
Collections	44,538.64	21.41	61,991.69	29.80

Supervisor Position:

Collection System Supervisor	46,800.00	22.50	64,117.24	30.82
Operations Supervisor	46,800.00	22.50	64,117.27	30.82

MS4 Coordinator Compensation 4,000/year

On-Call pay

- a. Distribution /Treatment/ Collections/ Plant Staff On-Call, Monday through Saturday - \$35.00 per day.
- b. Saturday - \$50.00
- c. Sunday - \$75.00

MISCELLANEOUS

Crossing Guard x 1 (a day)				14.96
Crossing Guard x 2 (a day)				28.61
City Attorney	34,928.27		38,704.64	
(GF LAW, W 3,500.00, WW 3,500.00)				
Janitor	29,003.87	13.94	48,920.12	23.51
Mayor's Administrative Assistant	50,835.20		72,760.00	
(GF MAYOR, STREET 3,000.00, WA 3,300.00, WW 3,500.00)				
Mayor's Assistant Cell Phone Stipend			\$25.00 per month	
Main Street/ Marketing Manager	48,400.00		55,000.00	
Student Intern		14.00		

Uniform allowances- Uniform allowances will be paid bi-annually. Half of the allotted amount will be paid out in January and the other half in July of each year

Allowances are as follows:

Fire - Uniforms (Full Time)	950.00
Uniforms (Volunteers)	500.00
Uniforms (Drivers)	550.00
Police- Uniforms/Police Patrol (Full Time)	950.00
Dispatcher (Full Time)	450.00
Park- Uniforms (Full Time)	600.00
Water- Uniforms (Full Time)	600.00

Wastewater- Uniforms (Full Time) 600.00

AUTO ALLOWANCE for Fire (Volunteers) (Required by State) 250.00

TRAVEL REIMBURSEMENT: .70 per Mile or IRS Maximum. A reimbursement form with department head approval and starting & ending mileage must be on form.

LODGING EXPENSES: Original lodging receipt must be submitted with no sales tax charged. See Clerk's Office for tax exempt form before check in.

MEALS: Meals for errands during a working day are prohibited. ALL receipts need to be itemized when turned into the Clerk's Office. Alcohol is prohibited when using a City card for meals and is not eligible for reimbursement. If a meal is over the allotted amount you must pay for it yourself and submit for reimbursement with an approved form signed by Department Head. A maximum tip amount of 20% can be added on top of meal ticket allowance.

Breakfast is Paid: If Leaving Before 6:00 a.m. - \$20.00
Lunch is Paid: If Gone During Noon Hour - \$25.00
Dinner is Paid: If Returning After 8:00 p.m. - \$35.00
(Reimbursement is per meal basis, not a day's per diem.)

SECTION 3. This Ordinance shall be in full force and effect from and after its passage and approval by the Mayor.

	YEA	NAY	ABSTAIN	ABSENT
(At-large) Tara Streb	_____	_____	_____	_____
(1st Dist.) Christopher McCreery	_____	_____	_____	_____
(2nd Dist.) Shari Targgart	_____	_____	_____	_____
(3rd Dist.) Amy Ballard	_____	_____	_____	_____
(4th Dist.) Corey Boese	_____	_____	_____	_____

ORDAINED AND PASSED by the Common Council of the City of Kendallville, Indiana this ____ day of _____, 20____.

Kathren R. Ritchie, Clerk-Treasurer

APPROVED and signed by me on the ____ day of _____, 20____ at the hour of ____ p.m.

Lance L. Waters, Mayor

ATTEST:

Kathren R. Ritchie, Clerk-Treasurer