

ORDINANCE NO. 20-

AN ORDINANCE ESTABLISHING THE AMOUNT OF SALARIES AND COMPENSATION TO BE PAID TO ALL APPOINTED EMPLOYEES AND OFFICERS OF THE CITY OF PORTAGE, PORTER COUNTY, INDIANA FOR THE YEAR 2020 BE IT, AND IT HEREBY IS ORDAINED by the Common Council of the City of Portage, Porter County, Indiana as follows:

Salary schedule as presented by Sue I. Lynch, Mayor, to the Common Council of the City of Portage, Porter County, Indiana.

I, the undersigned, Sue I. Lynch, Mayor of the City of Portage, Porter County, Indiana, as required by IC 36-4-7-3 by Acts 1980, P.L. 212, Section 3 and IC 36-8-3-3 by Acts 1981, P.L. 309, Section 52, hereby fix the salaries and pay schedule for the appointed officers and employees of the City of Portage, Porter County, Indiana, beginning with the first pay period in January of 2020 through the last pay period in December of 2020, and request that such salary rates be approved by the Common Council.

Section 1. That from the first pay date in January of 2020 through the last pay date in December of 2020, the salary and pay schedule for the appointed officers and employees of the City of Portage, Porter County, Indiana, be fixed as follows:

2020 SALARIES

ADMINISTRATIVE POSITIONS

<u>Department</u>	<u>Position Title</u>	<u>Raise</u>	<u>Max Salary</u>
Streets & San	Superintendent of Streets & San	N/A	\$85,000.00
	Assistant Superintendent of Streets & San	2.0%	\$74,954.80
	Clerk 1	2.0%	\$39,689.04
	Clerk 2	2.0%	\$39,689.04
Mayor	Executive Assistant to the Mayor	2.0%	\$47,599.69
	Administrative Assistant	2.0%	\$43,494.92
	Clerk 1	2.0%	\$40,127.15
Building	Building Commissioner	2.0%	\$62,814.21
	Clerk 1	2.0%	\$41,384.19
	Clerk 2	2.0%	\$40,776.62
	Clerk 3	2.0%	\$38,601.72
Planning & Community Development	Director - Planning & Community Development <i>50% paid by RDC</i>	N/A	\$87,500.00
	Community Project Manager	2.0%	\$68,620.50
	City Planner <i>50% paid by RDC</i>	N/A	\$65,000.00
	Development Review Planner	2.0%	\$53,281.33
	Clerk 1	2.0%	\$41,863.94
	Clerk-Treasurer	Chief Deputy Clerk-Treasurer <i>38% paid by RDC</i>	2.0%
Clerk 1		2.0%	\$66,508.98
Clerk 2		2.0%	\$45,359.81
Payroll/Benefits Deputy Clerk-Treasurer		2.0%	\$44,582.24
Deputy Clerk-Treasurer 1		2.0%	\$44,582.24
Clerk 3		2.0%	\$43,570.24
Clerk 4		2.0%	\$43,570.24
Deputy Clerk-Treasurer 2		2.0%	\$42,228.06
Clerk 5		2.0%	\$42,057.01
Clerk 6		2.0%	\$41,869.25
Fire	Chief	3.0%	\$86,350.24
	Assistant Chief 1	3.0%	\$70,892.55
	Assistant Chief 2	3.0%	\$70,892.55
	Division Chief 1	3.0%	\$69,026.79

<u>Department</u>	<u>Position Title</u>	<u>Raise</u>	<u>Max Salary</u>
	Division Chief 2	3.0%	\$67,161.29
	Division Chief 3	3.0%	\$67,161.29
	Division Chief 4	3.0%	\$67,161.29
	Clerk 1	2.0%	\$40,776.62
Police	Chief	2.0%	\$84,192.25
	Assistant Chief	2.0%	\$74,954.80
	Major	2.0%	\$69,148.51
	Captain 1	2.0%	\$65,453.48
	Captain 2	2.0%	\$65,453.48
	Captain 3	2.0%	\$65,453.48
	Code Enforcement Officer	2.0%	\$46,213.49
	Chief's Admin. Assistant	2.0%	\$45,125.90
	Chief Clerk	2.0%	\$45,125.90
	Animal Warden 1	2.0%	\$43,494.92
	Clerk 1	2.0%	\$42,951.26
	Animal Warden 2	2.0%	\$40,800.22
Police	Clerk 2	2.0%	\$40,232.96
	Clerk 3	2.0%	\$40,232.96
	Clerk 4	2.0%	\$40,232.96
	Clerk 5	2.0%	\$38,601.72
	Clerk-Code Enforcement	2.0%	\$36,421.77

FULL-TIME SALARY & FULL-TIME HOURLY POSITIONS

<u>Department</u>	<u>Position Title</u>	<u>Raise</u>	<u>Max Salary</u>
Streets & San	Lead Man	2.0%	\$ 62,475.60
	Equipment Operator	2.0%	\$ 59,489.66
	Mechanic	2.0%	\$ 58,991.51
	Technician	2.0%	\$ 53,927.68
	Mechanic Helper 1	2.0%	\$ 53,103.65
	Driver	2.0%	\$ 49,448.13
	Laborer	2.0%	\$ 45,206.63
	Mechanic Helper 2	2.0%	\$ 44,254.45
	Class B Laborer 1	2.0%	\$ 31,293.60
	Class B Laborer 2	2.0%	\$ 29,702.40
Police	Lieutenant	1.5%	\$ 59,640.08
	Sergeant	1.5%	\$ 57,845.82
	Corporal	1.5%	\$ 55,497.11

<u>Department</u>	<u>Position Title</u>	<u>Raise</u>	<u>Max Salary</u>
	Masterpatrolman < 32 years	1.5%	\$ 54,757.24
	1st Class Patrolman	1.5%	\$ 48,058.91
	Probationary Patrolman w/ Experience	1.5%	\$ 46,447.02
	Probationary Patrolman w/o Experience	1.5%	\$ 39,591.60
Fire	Captain	3.0%	\$ 61,788.98
	Lieutenant	3.0%	\$ 60,804.25
	MFF/Paramedic – 4 plus years	3.0%	\$ 59,206.30
	Engineer	3.0%	\$ 59,206.29
	3rd Yr. Paramedic	3.0%	\$56,051.61
	MFF/EMT – 4 plus years	3.0%	\$55,521.35
	2nd Yr. Paramedic	3.0%	\$ 52,458.27
	Private	3.0%	\$ 51,963.56
	Probationary Paramedic	3.0%	\$ 48,463.61
	Probationary EMPT	3.0%	\$ 42,808.63

ADDITIONAL COMPENSATION

<u>Fire Department Additional Compensation</u>	
<u>Pay Type</u>	<u>Amount</u>
Holiday	Greater of \$225 per holiday or 1.5 hours per hour worked
Specialty Team Leader	\$250 annually per specialty plus Specialty stipend
Specialty	\$500 annually per specialty
Paramedic Certification	\$1,000 annually
Clothing Allowance	\$869.77 bi-annually

<u>Police Department Additional Compensation</u>	
<u>Pay Type</u>	<u>Amount</u>
Holiday	2.5 times regular rate of pay for 8 hours
Bike Patrol	1.5 times regular rate of pay
Sick Day Buy Back	.5 times regular rate of pay for unused sick days
Clothing Allowance	\$1,000.00 bi-annually
On Call Animal Control Pay	\$50 bi-weekly Full and Part Time

<u>Streets & Sanitation - Additional Compensation</u>	
Pay Type	Amount
Saturday	1.5 times regular rate of pay
Sunday/Holidays	Additional 2 times regular rate of pay

<u>Part-Time Employees</u>		
Position	Hourly Minimum	Hourly Maximum
Deputy Payroll Clerks (Clerk-Treasurer)	\$10.00	\$19.00
Inspection/Code Enforcement	\$10.00	\$19.00
Office/Clerical	\$7.25	\$16.00
Laborer	\$7.25	\$16.00
Crossing Guards	\$2,700.00/school year; payable monthly as \$15 per day worked.	

<u>Boards & Commissions</u>	
Board Position	Annual stipend
Plan Commission	\$300.00
Board of Zoning Appeals	\$300.00
Park Board	\$270.00
Fire Pension Board Secretary	\$600.00
Police Pension Board Secretary	\$600.00

Section 2. All non-elected employees and appointed officials of the City shall receive additional compensation, paid bi-weekly, as set out below for the length of continuous employment with the City of Portage:

Years of Service	Rate
After 3	1.75% of base wage
After 8	2.25% of base wage
After 13	3% of base wage
After 18	3.5% of base wage

Section 3. Employees that are required to carry a cell phone will receive a cell phone allowance dispersed monthly. Those positions are designated by each department head.

<u>Type</u>	<u>Rate</u>
Cell Phone Allowance	\$40.00/month

Section 4. Conflicting Ordinances. Any Ordinance or provision of any Ordinance of the City of Portage or of the Municipal Code of the City of Portage in conflict with the provisions of this Ordinance is hereby repealed.

Section 5. Severability. The invalidity of any section, clause, sentence or provision of this Ordinance shall not affect the validity of any other part of this Ordinance which can be given effect without such invalid part or parts.

PASSED AND ADOPTED by the Common Council of the City of Portage, Porter County, Indiana, on the ___ day of _____, 2020.

Presiding Officer

ATTEST:

Nina I. Rivas, Clerk-Treasurer

Presented by me to the Mayor of the City of Portage, Porter County, Indiana, this ____ day of _____, 2020.

Nina L. Rivas, Clerk-Treasurer

Approved by me, the Mayor of the City of Portage, Porter County, Indiana, this ____ day of _____, 2020.

Sue I. Lynch, Mayor

