

This ordinance is adopted in compliance with the Indiana Code 36-5-3-2, mandating the town legislative body to establish salaries for town officials, officers and employees.

This ordinance shall be in full force and effect upon its passage and signing and publication as required by law.

Introduced on the First Reading on the 17 day of September 2020.

Introduced on the Second Reading on the 18 day of September 2020

MOTION TO ADOPT ON SECOND READING BY MADE BY TOWN COUNCIL MEMBER \_\_\_\_\_, AND SECONDED BY TOWN COUNCIL MEMBER \_\_\_\_\_.

Ayes

Jen Manago  
Ron Koehler  
Stacy  
Carol Hodgson

Nays

Ashley Stevenson  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Attest:

Michelle F  
Michelle Frewer, Clerk-Treasurer

**(6) 2020 Holiday Schedule**

- New Year's Day- January 1, 2020
- Martin Luther King, Jr.- January 20, 2020
- President's Day- February 17, 2020
- Good Friday- April 10, 2020
- Memorial Day- May 25, 2020
- Independence Day- (observed) Friday July 3, 2020
- Labor Day- September 7, 2020
- Columbus Day- October 12, 2020
- Veterans Day- November 11, 2020
- Thanksgiving Day- November 26, 2020
- Thanksgiving Holiday- November 27, 2020
- Christmas Eve Holiday- December 24, 2020
- Christmas Day Holiday- December 25, 2020

**1 Floating Holiday Will be awarded on January 1 each year for eligible employees to be used in a full-day increment observed at the discretion of the employee and their supervisor. To be eligible for floating holiday you must have successfully completed your probationary period.**

The Personnel Policy Manual, as adopted on the 5<sup>th</sup> day of November 2012, and as updated from time to time, is incorporated herein. Leave of absences and other personnel policies are addressed in this manual.

In addition to the above salaries established above, the Town Attorney shall serve on a contractual basis, with the amount of \$45,000 appropriated in the town budget for the town attorney's annual salary. The amount of \$12,500 shall be paid quarterly (Annual Fee). The annual fee includes 50 attorney hours and 30 paralegal hours. The contract provides that additional attorney and paralegal hours will be paid at the hourly rate of \$200 per hour for attorney time and \$115 per hour for paralegal time.

SK  
RK  
gm ces

- (1) The town will contribute \$350.00 per month or \$175.00 per bi-weekly payroll, towards a healthcare stipend for the full time Marshal, and if applicable, the full-time Chief Deputy Marshal. The stipend shall be made through the payroll system, and deductions made in accordance with taxing authorities.
- (2) The employee is responsible for the employee's portion of PERF. The town shall pay the employer's portion of PERF on behalf of the Town Marshal and the Chief Deputy Marshal.
- (3) Clothing allowance shall be paid to all officers with their January 2020 payroll.

<b>Town Employees</b>							
Title:	Rate Per:	General:	Water:	Wastewater:	MVH:	Total:	Annual Rate:
Laborer	Hour	N/A	N/A	N/A	100%	UP TO \$20	Varies based on hours
Utility Superintendent	Bi-weekly	25%	25%	25%	25%	\$2099.62	\$54,590.12
Deputy Clerk/Utility Clerk	N/A	N/A	N/A	N/A	N/A	N/A	N/A

- (1) The town will contribute \$350.00 per month or \$175.00 per bi-weekly payroll, towards a healthcare stipend for the full time Utility Superintendent. The stipend shall be made through the payroll system, and deductions made in accordance with taxing authorities.
- (2) The employee is responsible for the employee's portion of PERF. The town shall pay the employer's portion of PERF on behalf of the full time Utility Superintendent.
- (3) Clothing allowance in the amount of \$325 shall be paid to the Utility Superintendent with their January 2020 payroll.
- (4) Fund charged will vary based on duties performed.
- (5) Hours shall not exceed 40 per week unless prior authorization is acquired.

*12K Jm*  
*cd*

**ORDINANCE 2020- 11**

**AN ORDINANCE TO AMEND ORDINANCE 2020-2, SALARY AND COMPENSATION FOR NON-ELECTED EMPLOYEES FOR 2020**

WHEREAS, IC 36-5-3-2 states the town legislative body shall fix the compensation of its own members, the Town Clerk-Treasurer, the Town Marshal and other town officers and employees, including the Utility Clerk for the Town of Dayton.

WHEREAS, the Utility Clerk for the Town of Dayton has resigned leaving a vacancy for the Utility Clerk position.

WHEREAS, the Town Council and the Town Utility Service Board wish to freeze the salary for the Utility Clerk for the year 2020, which was previously established by Ordinance 2020-2.

WHEREAS, the Town Council and the Town Utility Service Board do not seek to freeze, amend, or otherwise disrupt any salaries for any position described under IC 36-5-3-2 except the salary of the Utility Clerk.

NOW THEREFORE BE IT ORDAINED by the Town Council and Town Utility Service Board that the following salary schedule shall be in full force and effect upon its passage and signing and publication as required by law. The ordinance reflects bi-weekly payroll amounts.

<b>APPOINTED OFFICERS</b>			Not to exceed
Title:	Rate Per:	General:	Total:
Town Marshal	Bi-weekly	\$2326.05	\$60,477.27
Chief Deputy Marshal	Bi-weekly	\$20-26	\$41,600-54,800
Deputy Marshal	Hour	\$27	\$27
Deputy Marshal-Probationary	Hour	\$22	\$22
School Traffic Guard	Day	\$21	\$21
IDEX Coordinator	Monthly	\$12.50	\$125
<b>CLOTHING ALLOWANCE:</b>			
Town Marshal	Once a year	\$600	\$600
Chief Deputy Marshal			
Deputy Marshal-Part time	Once a year	\$300	\$300

*SRK*  
*PK*  
*SM* *CPA*