

**PLAINFIELD TOWN COUNCIL
ORDINANCE NO. 31-2022**

AN ORDINANCE AMENDING AND REPLACING ORDINANCE NO. 05-2022, FIXING THE COMPENSATION OF ELECTED OFFICIALS, OFFICERS, BOARD AND COMMISSION MEMBERS AND EMPLOYEES OF THE TOWN OF PLAINFIELD, INDIANA

Be it ordained by the Town Council of the Town of Plainfield, Hendricks County, Indiana, that the compensation for its elected officials, officers, board and commission members and employees for June 27, 2022 through December 31, 2022 shall be as follows:

ADMINISTRATIVE

Clerk Treasurer's Office: 5 FTEs and 1 Elected Official

General Government: 19 FTEs

Development Services: 13 FTEs

| <u>Job Title</u> | <u>Grade</u> | <u>Pay Schedule</u> | <u>Status</u> | <u>Minimum</u> | <u>Maximum</u> |
|---|--------------|---------------------|---------------|----------------|----------------|
| TOWN COUNCIL (5) | Elected | Annually | | \$15,000.00 | |
| Basic Group Life and AD&D not to exceed: | Elected | Annually | | \$102.00 | |
| CLERK-TREASURER | Elected | Annually | | \$70,000.00 | |
| Basic Group Life and AD&D, STD/LTD not to exceed: | Elected | Annually | | \$405.00 | |
| Town Manager | K | Biweekly | Exempt | \$3,591.62 | \$5,120.12 |
| Executive Director of Development Services (P.E.) | K | Biweekly | Exempt | \$3,591.62 | \$5,120.12 |
| Director of Transportation, Engineer (P.E.) | K | Biweekly | Exempt | \$3,591.62 | \$5,120.12 |
| Director of Utility Engineering (P.E.) | K | Biweekly | Exempt | \$3,591.62 | \$5,120.12 |
| Director of Information Technology | K | Biweekly | Exempt | \$3,591.62 | \$5,120.12 |
| Assistant Town Manager | J | Biweekly | Exempt | \$3,223.88 | \$4,620.58 |
| Executive Director of Public Safety | J | Biweekly | Exempt | \$3,223.88 | \$4,620.58 |
| Director of Budget | J | Biweekly | Exempt | \$3,223.88 | \$4,620.58 |
| Director of Economic Development | J | Biweekly | Exempt | \$3,223.88 | \$4,620.58 |
| Director of Communications and Marketing | H | Biweekly | Exempt | \$2,897.38 | \$4,122.08 |
| Director of Planning and Zoning | H | Biweekly | Exempt | \$2,897.38 | \$4,122.08 |
| Information Technology Operations Manager | G | Biweekly | Exempt | \$2,733.62 | \$3,912.96 |
| Budget Analyst | F | Biweekly | Exempt | \$2,570.88 | \$3,663.69 |
| Building Commissioner | F | Biweekly | Exempt | \$2,570.88 | \$3,663.69 |
| Municipal Facilities & Projects Manager | F | Biweekly | Exempt | \$2,570.88 | \$3,663.69 |
| Human Resource Manager | F | Biweekly | Exempt | \$2,570.88 | \$3,663.69 |
| Deputy Building Commissioner | E | Biweekly | Exempt | \$2,366.92 | \$3,371.19 |
| Information Technology Network Manager | E | Biweekly | Exempt | \$2,366.92 | \$3,371.19 |
| Business Office Manager | E | Biweekly | Exempt | \$2,366.92 | \$3,371.19 |
| Senior Planner | D | Biweekly | Exempt | \$2,000.27 | \$2,872.65 |
| Human Resource Specialist | D | Biweekly | Exempt | \$2,000.27 | \$2,872.65 |
| Information Technology Specialist | D | Biweekly | Exempt | \$2,000.27 | \$2,872.65 |
| Executive Assistant to Town Manager | B | Biweekly | Exempt | \$1,511.00 | \$2,220.00 |
| Executive Assistant to Development Services | B | Biweekly | Exempt | \$1,511.00 | \$2,220.00 |
| Accounting Specialist | C | Hourly | Non-Exempt | \$23.97 | \$34.34 |

| | | | | | |
|--|----|----------|------------|----------|---------|
| Building Inspector | C | Hourly | Non-Exempt | \$23.97 | \$34.34 |
| Planner | C | Hourly | Non-Exempt | \$23.97 | \$34.34 |
| Communications Specialist | C | Hourly | Non-Exempt | \$23.97 | \$34.34 |
| Facility Maintenance Supervisor | B | Hourly | Non-Exempt | \$20.39 | \$27.75 |
| Accounts Payable Clerk | B | Hourly | Non-Exempt | \$18.89 | \$27.75 |
| Accounts Receivable Clerk | B | Hourly | Non-Exempt | \$18.89 | \$27.75 |
| Administrative Assistant | A | Hourly | Non-Exempt | \$16.65 | \$23.89 |
| Interns (hourly) | PT | Hourly | Non-Exempt | \$12.50 | \$25.00 |
| Part-Time Administrative/Clerical/Support (hourly) | PT | Hourly | Non-Exempt | \$12.50 | \$25.00 |
| Part-Time Accounts Receivable Clerk (hourly) | PT | Hourly | Non-Exempt | \$12.50 | \$25.00 |
| Clothing Allowance/PPE stipend for qualifying FT Employees | | Annually | N/A | \$300.00 | |
| Approved Special Assignment/Certification/Licensure (hourly) | | Hourly | N/A | \$0.25 | \$1.50 |

BOARDS AND COMMISSIONS

| | <u>Pay Schedule</u> | <u>Not to Exceed</u> |
|--------------------------------------|---------------------|----------------------|
| BZA Members (5) | Per Meeting | \$100.00 |
| Plan Commission (7) | Per Meeting | \$100.00 |
| Secretary BZA (1) | Per Meeting | \$100.00 |
| Secretary Plan Commission (1) | Per Meeting | \$100.00 |
| Design Review Committee (5) | Per Meeting | \$100.00 |
| Exempt Police Security (At meetings) | Per Meeting | \$100.00 |
| Police Commissioners (3) | Annually | \$2,000.00 |

POLICE DEPARTMENTAdministration: 10 FTEsSworn Officers: 60 FTEs

| <u>Job Title</u> | <u>Grade</u> | <u>Pay Schedule</u> | <u>Status</u> | <u>Minimum</u> | <u>Maximum</u> |
|--|--------------|---------------------|---------------|----------------|----------------|
| Police Chief | I | Biweekly | Exempt | \$3,061.15 | \$4,371.31 |
| Deputy Police Chief | H | Biweekly | Exempt | \$2,897.38 | \$4,122.08 |
| Wellbeing and Community Support Manager | D | Biweekly | Exempt | \$2,000.27 | \$2,872.65 |
| Accreditation Coordinator | B | Biweekly | Exempt | \$1,511.00 | \$2,220.00 |
| Executive Assistant to Police Chief | B | Biweekly | Exempt | \$1,511.00 | \$2,220.00 |
| Police Captains (Incumbent Salary+) | F* | Hourly | Non-Exempt | \$3.15 | |
| Police Lieutenants – Promotion from Sergeant (Incumbent Salary+) | F* | Hourly | Non-Exempt | \$1.75 | |
| Police Sergeant – Promotion from Corporal (Incumbent Salary+) | E* | Hourly | Non-Exempt | \$1.75 | |
| Police Corporal – Promotion from First Class (Incumbent Salary+) | D* | Hourly | Non-Exempt | \$1.75 | |
| First Class Police Officer | D* | Hourly | Non-Exempt | \$29.16 | \$35.91 |
| Probationary Police Officer | C* | Hourly | Non-Exempt | \$24.69 | \$34.34 |
| Crime Scene Investigator | C | Hourly | Non-Exempt | \$23.97 | \$34.34 |
| Administrative Assistant | A | Hourly | Non-Exempt | \$16.65 | \$23.89 |
| Records Clerk | A | Hourly | Non-Exempt | \$16.65 | \$23.89 |
| Part-Time Admin/Analyst/Community Support (CSO)/Crime Scene Investigator (CSI) | PT | Hourly | Non-Exempt | \$12.50 | \$25.00 |
| Part-Time Chaplain | PT | Hourly | Non-Exempt | \$12.50 | \$25.00 |
| Clothing Allowance/PPE Stipend for Officers/CSI | | Annually | N/A | \$1,200.00 | |
| Clothing Allowance/PPE Stipend for Reserves | | Annually | N/A | \$400.00 | |
| Clothing Allowance/PPE Stipend for Special Assignment | | Annually | N/A | \$300.00 | |
| Shift Differential (After Completion of FTO) | | Hourly | N/A | \$1.50 | |
| Approved Advanced Certifications/FTO/Instructor | | Hourly | N/A | \$1.00 | |
| K-9 Handler Homecare/Maintenance Special Compensation | | Daily | N/A | \$27.45 | |

All Non-Exempt/Shift Assigned Sworn Officers will receive 88 hours of holiday compensation per year

*All Sworn Officers follow the Section 7(K) Overtime Exemption of the FLSA/84 HR Period (14-day tour of duty)

Certified Pension Base is First Class Patrol Officer Salary + 20 Year Longevity Pay

\$68,211.72 + \$3,000.00 = \$71,211.78

FIRE TERRITORY

Administration: 9 FTEs

First Responders: 78 FTEs

| <u>Job Title</u> | <u>Grade</u> | <u>Pay Schedule</u> | <u>Status</u> | <u>Minimum</u> | <u>Maximum</u> |
|---|--------------|---------------------|---------------|----------------|----------------|
| Fire Chief | I | Biweekly | Exempt | \$3,061.15 | \$4,371.31 |
| Deputy Fire Chief | H | Biweekly | Exempt | \$2,897.38 | \$4,122.08 |
| Division Chief | G* | Biweekly | Exempt | \$2,733.62 | \$3,912.96 |
| Executive Assistant to Fire Chief | B | Biweekly | Exempt | \$1,511.00 | \$2,220.00 |
| Fire Battalion Chief – Promotion from Captain) Incumbent Salary+) | G* | Hourly | Non-Exempt | \$1.75 | |
| Fire Captain – Promotion from Lieutenant (Incumbent Salary+) | F* | Hourly | Non-Exempt | \$1.75 | |
| Fire Lieutenant – Promotion from First Class (Incumbent Salary+) | F* | Hourly | Non-Exempt | \$1.75 | |
| Fire Prevention Officer (Civ) | D | Hourly | Non-Exempt | \$25.00 | \$35.91 |
| First Class Firefighter/Paramedic | D* | Hourly | Non-Exempt | \$20.85 | \$34.75 |
| Civilian Paramedic | D** | Hourly | Non-Exempt | \$18.75 | \$23.42 |
| First Class Firefighter/EMT | C* | Hourly | Non-Exempt | \$19.85 | \$33.50 |
| Probationary Firefighter/Paramedic | B* | Hourly | Non-Exempt | \$18.75 | |
| Probationary Firefighter/EMT | B* | Hourly | Non-Exempt | \$16.25 | |
| Administrative Assistant/Ambulance Billing | A | Hourly | Non-Exempt | \$16.65 | \$23.89 |
| Part-Time Chaplain | PT | Hourly | Non-Exempt | \$12.50 | \$25.00 |
| Part-Time Civilian Paramedics | PT | Hourly | Non-Exempt | \$25.00 | \$30.00 |
| Clothing Allowance/PPE Stipend for Firefighters | | Annually | N/A | \$1,000.00 | |
| Approved Advanced Certifications/Special Assignment/Instructor | | Hourly | N/A | \$0.25 | \$1.50 |

All Non-Exempt/Shift Assigned Sworn Firefighters will receive 88 hours of holiday compensation per year

*All Sworn Firefighters follow the Section 7(K) Overtime Exemption of the FLSA (14-day tour of duty)

**All Civilian Paramedics are scheduled for 824 hours of Overtime for 1.5 times base rate

Certified Pension Base is First Class Firefighter Salary + 20 Year Longevity Pay

\$68,963.51 + \$3,000.00 = \$71,963.51

TOWN COURT

3 FTEs and 1 Elected Official

| <u>Job Title</u> | <u>Grade</u> | <u>Pay Schedule</u> | <u>Not To Exceed</u> | <u>Minimum</u> | <u>Maximum</u> |
|-------------------------------------|--------------|---------------------|----------------------|----------------|----------------|
| Judge | Elected | Annually | \$45,437.00 | | |
| Basic Group Life and AD&D, STD, LTD | Elected | Annually | \$405.00 | | |
| Dental and Vision Insurance | Elected | Annually | \$1,057.80 | | |
| Court Administrator | B | Biweekly | Exempt | \$1,511.00 | \$2,220.00 |
| Court Clerk | A | Hourly | Non-Exempt | \$16.65 | \$23.89 |
| Part-Time Court Clerk / Bailiff | PT | Hourly | Non-Exempt | \$12.50 | \$25.00 |

PUBLIC WORKSAdministration: 13.7 FTEStreet Division: 15 FTEWater Division: 10 FTEWastewater Division: 11 FTEStorm Water Division: 7 FTELand Management Division: 1 FTE

| <u>Job Title</u> | <u>Grade</u> | <u>Pay Schedule</u> | <u>Status</u> | <u>Minimum</u> | <u>Maximum</u> |
|---|--------------|---------------------|---------------|----------------|----------------|
| Executive Director of DPW | J | Biweekly | Exempt | \$3,223.88 | \$4,620.58 |
| Deputy Director of Utilities | H | Biweekly | Exempt | \$2,897.38 | \$4,122.08 |
| Deputy Director of DPW | H | Biweekly | Exempt | \$2,897.38 | \$4,122.08 |
| Utility / DPW Division Manager | E | Biweekly | Exempt | \$2,366.92 | \$3,371.19 |
| Manager of Customer Service and Billing | E | Biweekly | Exempt | \$2,366.92 | \$3,371.19 |
| Executive Assistant to Executive Director of DPW | B | Biweekly | Exempt | \$1,511.00 | \$2,220.00 |
| Utility Crew Leader | C | Hourly | Non-Exempt | \$25.47 | \$34.34 |
| Fleet Crew Leader | C | Hourly | Non-Exempt | \$25.47 | \$34.34 |
| DPW Crew Leader | B | Hourly | Non-Exempt | \$20.39 | \$27.75 |
| Stormwater Compliance Inspector | B | Hourly | Non-Exempt | \$20.39 | \$27.75 |
| Customer Service Specialists | B | Hourly | Non-Exempt | \$18.89 | \$27.75 |
| Utility Operator | B | Hourly | Non-Exempt | \$20.39 | \$27.75 |
| Storm Water / DPW Operator | A | Hourly | Non-Exempt | \$18.15 | \$23.89 |
| Fleet Operator | A | Hourly | Non-Exempt | \$18.15 | \$23.89 |
| Administrative Assistant | A | Hourly | Non-Exempt | \$18.15 | \$23.89 |
| Part-Time DPW Operator | PT | Hourly | Non-Exempt | \$16.00 | \$25.00 |
| Shift Differential Weekends (Saturday and Sunday) | | Hourly | N/A | \$1.00 | |
| Approved Special Assignment/Certification/Trainer/CDL | | Hourly | N/A | \$0.25 | \$1.25 |
| Clothing Allowance/PPE Stipend for FT employees | | Annually | N/A | \$300.00 | |
| Shift Differential | | Hourly | N/A | \$1.50 | |

PARKS AND RECREATION DEPARTMENT

Parks Division: 4.33 FTEs

Recreation Division: 20.67 FTEs

| <u>Job Title</u> | <u>Grade</u> | <u>Pay Schedule</u> | <u>Status</u> | <u>Minimum</u> | <u>Maximum</u> |
|---|--------------|---------------------|---------------|----------------|----------------|
| Director of Parks and Recreation | H | Biweekly | Exempt | \$2,897.38 | \$4,122.08 |
| General Manager of RAC | F | Biweekly | Exempt | \$2,570.88 | \$3,663.69 |
| Facilities Operations Managers | D | Biweekly | Exempt | \$2,000.27 | \$2,872.65 |
| Leisure Services Manager | D | Biweekly | Exempt | \$2,000.27 | \$2,872.65 |
| Executive Assistant to Director of Parks and Recreation | B | Biweekly | Exempt | \$1,511.00 | \$2,220.00 |
| Parks Maintenance Manager | C | Hourly | Non-Exempt | \$25.47 | \$34.34 |
| Facility Maintenance Supervisor | B | Hourly | Non-Exempt | \$20.39 | \$27.75 |
| Parks Maintenance Supervisor | B | Hourly | Non-Exempt | \$20.39 | \$27.75 |
| Assistant Facilities Operations Manager | B | Hourly | Non-Exempt | \$18.89 | \$27.75 |
| Splash Island Aquatic Supervisor | B | Hourly | Non-Exempt | \$18.89 | \$27.75 |
| Parks Maintenance Operator | A | Hourly | Non-Exempt | \$18.15 | \$23.89 |
| Facility Maintenance Operator | A | Hourly | Non-Exempt | \$18.15 | \$23.89 |
| Building Supervisor of RAC | A | Hourly | Non-Exempt | \$16.65 | \$23.89 |
| Recreation Program Coordinator | A | Hourly | Non-Exempt | \$16.65 | \$23.89 |
| Special Events Coordinator | A | Hourly | Non-Exempt | \$16.65 | \$23.89 |
| Part-Time (Guest Services, Camp Counselors, Recreation Services Admin, Crew Leaders etc.) | PT | Hourly | Non-Exempt | \$12.50 | \$25.00 |
| Part-Time Lifeguard and Lifeguard Crew Leaders) | PT | Hourly | Non-Exempt | \$13.50 | \$25.00 |
| Part-Time Parks Maintenance | PT | Hourly | Non-Exempt | \$16.00 | \$25.00 |
| Part-Time (Programmers/Instructors) | PT | Per Class | Non-Exempt | \$12.50 | \$35.00 |
| Part-Time Seasonal Premium pay for Lifeguards (Memorial day to Labor Day) | PT | Hourly | Non-Exempt | \$1.00 | |
| Shift Differential (Beyond Scheduled Shift 6pm/10pm) | | Hourly | N/A | \$1.50 | |
| Shift Differential (Weekends-Saturday and Sunday) | | Hourly | N/A | \$1.00 | |
| Clothing Allowance/PPE stipend for FT employees | | Annually | N/A | \$300.00 | |

HENDRICKS COUNTY COMMUNICATION CENTER (911)Administration: 4 FTEsCommunication Officers and Supervisors: 40 FTEs

| <u>Job Title</u> | <u>Grade</u> | <u>Pay Schedule</u> | <u>Status</u> | <u>Minimum</u> | <u>Maximum</u> |
|--|--------------|---------------------|---------------|----------------|----------------|
| Director of HCCC (911) | H | Biweekly | Exempt | \$2,897.38 | \$4,122.08 |
| Deputy Director of HCCC (911) | G | Biweekly | Exempt | \$2,733.62 | \$3,912.96 |
| Accreditation/E.S. and Public Outreach Coordinator | C | Biweekly | Exempt | \$1,917.85 | \$2,747.00 |
| Quality Assurance Manager | C | Biweekly | Exempt | \$1,917.85 | \$2,747.00 |
| HCCC Operations Manager | E | Hourly | Non-Exempt | \$29.59 | \$42.14 |
| HCCC Operations Manager - Field Services | E | Hourly | Non-Exempt | \$29.59 | \$42.14 |
| HCCC Supervisor | C | Hourly | Non-Exempt | \$23.97 | \$34.34 |
| HCCC Communications Officer | B | Hourly | Non-Exempt | \$22.39 | \$27.75 |
| Probationary HCCC Officer | A | Hourly | Non-Exempt | \$21.00 | |
| Part-Time HCCC Officer /5 Skill sets | PT | Hourly | N/A | \$21.00 | \$29.00 |
| Part-Time HCCC Officer / Technical Assistant | PT | Hourly | Non-Exempt | \$18.00 | \$26.00 |
| Part-Time (Intern) | PT | Hourly | Non-Exempt | \$12.50 | \$25.00 |
| Part-Time Chaplain | PT | Hourly | Non-Exempt | \$12.50 | \$25.00 |
| Shift Differential (After (3) Skill Sets) | PT | Hourly | N/A | \$1.50 | |
| Approved Special Assignment /Certified Trainer | PT | Hourly | N/A | \$1.00 | |

All Non-Exempt/ Non-Administrative /Shift Assigned Communication Officers receive 88 hours of Holiday Incentive Compensation per year.

CERTIFICATION ADDENDUM

| Certification Name/Description | Department or Division | Pay Schedule | Compensation | Amount |
|--|------------------------------|--------------|---------------|---------------|
| CDL | All DPW Divisions & Parks | Hourly | License | \$0.50 |
| Forklift Certification | All DPW Divisions | Hourly | Certification | \$0.25 |
| Skidsteer Certification | All DPW Divisions | Hourly | Certification | \$0.25 |
| Front Loader Certification | All DPW Divisions | Hourly | Certification | \$0.25 |
| Backhoe Certification | All DPW Divisions | Hourly | Certification | \$0.25 |
| Welder Certification | All DPW Divisions | Hourly | Certification | \$0.50 |
| Heavy Equipment Operator | Street Division | Hourly | Certification | \$1.00 |
| Mechanic Training | Street Division | Hourly | Certification | \$1.00 |
| Equipment Mechanic/ engine or tool/Building inspector | Street Division | Hourly | Certification | \$0.50 |
| Work Zone Training | Street Division | Hourly | Certification | \$0.25 |
| Chemical-Treatment Certification | Water Division | Hourly | Certification | \$0.50 |
| Distribution System Large Certification | Water Division | Hourly | License | \$0.25 |
| Water Treatment Certification (1-4) | Water Division | Hourly | License | \$0.25 |
| Backflow Prevention Certification | Water & Wastewater Divisions | Hourly | Certification | \$0.50 |
| Wastewater Collection System Certification | Wastewater Division | Hourly | License | \$0.50 |
| Wastewater Class (1-4) | Wastewater Division | Hourly | License | \$0.25 |
| Vac Truck Certification | Wastewater Division | Hourly | Certification | \$0.25 |
| Advanced Vac Truck Operator Certification | Water & Storm Water Division | Hourly | Certification | \$1.00 |
| NPDES Storm Water Certification | Storm Water Division | Hourly | Certification | \$0.50 |
| CISEC Level 1 & 2 Certification | Storm Water Division | Hourly | Certification | \$0.25 |
| CISEC Level 3 Certification | Storm Water Division | Hourly | Certification | \$1.00 |
| FTO/Instructor* | Police Department | Hourly | Certification | \$1.00 |
| Advanced Training (ERT, Hostage Negotiations)* | Police Department | Hourly | Certification | \$1.00 |
| Special Assignment (ERT, Motorcycle, Bike Patrol etc.) | Police Department | Hourly | Stipend | varies |
| Other per policy | Police Department | Hourly | Other | \$.50-\$1.00 |
| Paramedic | Plainfield Fire Territory | Hourly | Other | \$1.00 |
| Engineer / (CDL equivalent)* | Plainfield Fire Territory | Hourly | Other | \$0.50 |
| Special Assignment (Ride out Officer)* | Plainfield Fire Territory | Hourly | Other | \$1.00 |
| Small equipment certificate | Parks and Recreation | Hourly | Certification | \$1.50 |
| Tool mechanic certificate | Parks and Recreation | Hourly | Certification | \$2.50 |
| CPSI (Certified Playground Safety Inspector)/CPRP | Parks and Recreation | Hourly | Certification | \$0.25 |
| CFA (certified fertilizer applicator) | Parks and Recreation | Hourly | Certification | \$0.25 |
| CPO (Certified Pool Operator)/SERVSAFE | Parks and Recreation | Hourly | Certification | \$0.50 |
| CPO/AFO/LGI/SLC** | Parks Part-Time | Hourly | Certification | \$0.50 |
| Program/Swim Lesson Instructor Certification* | Parks Part-Time | Hourly | Certification | \$0.25 |
| Camp Certification/Teaching License/CPRP | Parks Part-Time | Hourly | Certification | \$0.25 |
| CTO/Instructor* | HCCC (911) | Hourly | Certification | \$1.00 |
| Skill sets (1-3) | HCCC (911) | Hourly | Certification | \$0.50 |
| Skill sets (4-5) | HCCC (911) | Hourly | Certification | \$1.00 |
| Equipment Mechanic/ engine or tool/Building inspector | Development Services | Hourly | Certification | \$0.50 |
| Night Shift*** | All Departments & Divisions | Hourly | Certification | \$1.50 |
| Other equivalent Certs/Licenses Special Assignments | With Town Manager Approval | Hourly | Certification | \$.25-\$1.00 |

*When assigned or conducting duties

**Supervisor level only

***Night Shift time assignments differ by department and division

****Note all certifications are for hourly positions and must remain current and are audited annually. In addition, incentive pay is limited to department need and available approved positions. Achieving any certification does not guarantee incentive increase if certification is not applicable to role or if performance is in question. Department Head and Human Resources must approve all incentives at their discretion. The maximum certificate pay is \$2.50 + CDL certification for a total of \$3.00 per hour when applicable based on position title and while conducting duties.

MISCELLANEOUS

A part-time employee may earn an additional \$.25 per hour beginning on the first day of the pay period the month following the employee's anniversary date if the employee is not at the maximum of the grade and if they meets one of the following qualifications:

Part-Time Hendricks County Communication Center employees must average working one shift per week.

Parks and Recreation year-round employees must average working 10 hours per week.
Parks and Recreation seasonal employees must average working 25 hours per week for 10 weeks.
All other part-time employees must average working 12 hours per week.
These annual increases will top out at eight years of service.

Part-time Parks and Recreation and DPW employees must meet minimum end of season hours per week requirements to qualify for \$250.00 lump sum retention payment.

Part-time employees not specifically provided for herein shall be paid at an hourly rate ranging from \$9.25 to \$32.00 and shall receive no other compensation or benefits.

Unless otherwise listed above:

- a. The Town Council may make changes to employee compensation at any time by amending the Salary Ordinance.
- b. Employees may receive performance bonuses or special compensation lump sum payments as determined by the Town Council when awards are warranted.
- c. The Town of Plainfield assumes 3% of the employee contribution to civilian PERF and Police and Fire 1977 Funds.
- d. The Town of Plainfield assumes the premium for life insurance, short-term disability insurance and long-term disability insurance on behalf of employees and eligible elected officials.
- e. The Town of Plainfield shares in the medical and other health insurance costs with employees and eligible elected officials. (Contribution amounts are determined annually).
- f. Elected officials receive personal computer data card benefit of \$51.00 monthly and an issued cell phone.
- g. Public Safety and other Essential personnel may be granted Hazard Duty Compensation, beyond base pay as illustrated in the salary grades, when authorized by the Town Council, in accordance with a declared Local Emergency, or as approved when other hazard conditions exist.
- h. Employees receive Paid Time Off, On-Call pay, Comp Time, shift differential, Holiday time, Special Assignment/Certification pay, overtime, PTO Cash-out and other compensation and benefits as provided for in the Employee Handbook beyond base pay.
- i. Employees will not receive any benefit award if not currently active or on approved leave at time of distribution.

All full-time Town of Plainfield employees (excluding elected officials) will be paid longevity/retention pay based on the following schedule: for continuous employment (without a break in service). Employees hired between 2017 and September 30, 2020 will have their longevity/retention pay in January 2021. Employees hired prior to 2017 will have 50% of their longevity/retention pay in January 2021 and the remaining 50% paid in July 2021. Employees hired between October 1, 2020 and December 31, 2020 will not receive longevity/retention pay.

LONGEVITY/RETENTION SCHEDULE

| <u>Hired in</u> | <u>Paid in 2022</u> |
|-----------------|---------------------|
| Pre-2002 | \$3,000 |
| 2002 | \$3,000 |
| 2003 | \$2,500 |
| 2004 | \$2,500 |
| 2005 | \$2,500 |
| 2006 | \$2,500 |
| 2007 | \$2,500 |
| 2008 | \$2,000 |
| 2009 | \$2,000 |
| 2010 | \$2,000 |
| 2011 | \$2,000 |
| 2012 | \$2,000 |
| 2013 | \$1,800 |
| 2014 | \$1,600 |
| 2015 | \$1,400 |
| 2016 | \$1,200 |
| 2017 | \$1,000 |
| 2018 | \$600 |
| 2019 | \$450 |
| 2020 | \$300 |
| 2021 | \$150 |

The Salary Ordinance 31-2022 shall be in force and effect from and after its adoption by the Town Council and any publication required by law.

Passed and adopted by the Town Council of the Town of Plainfield, Indiana, on the
27th day of June, 2022.

DocuSigned by:

Robin G. Brandgard

0995BF6F9B57437... Town Council President
Robin G. Brandgard

DocuSigned by:

Bill Kirchoff

78C608CAFF9B48C... Town Council Vice President
Bill Kirchoff

DocuSigned by:

Kent McPhail

6ABFDF470D254D9... Kent McPhail

DocuSigned by:

Dan Bridget

D9736EE181004F8... Daniel Bridget

DocuSigned by:

Lance Angle

32E36D005E374BD... Lance K. Angle

ATTESTED BY:

Mark J. Todisco

Mark J. Todisco - Treasurer
of the Town of Plainfield, Indiana