

**TOWN OF ST. JOHN, LAKE COUNTY, INDIANA**

**ORDINANCE NO. 1720**

**AN ORDINANCE AMENDING SALARY ORDINANCE NO. 1706 ESTABLISHING  
A SCHEDULE OF WAGES AND SALARIES FOR EMPLOYEES, FIRE AND POLICE  
PERSONNEL, AND TOWN OFFICIALS**

**WHEREAS**, the Town Council of the Town of St. John, Lake County, Indiana, finds it appropriate to amend the schedule of wages and salaries for the Town of St. John, Lake County, Indiana, for Town Employees, Town Officials, Police Personnel, Fire Personnel, Building and Planning Department Employees, Park Department Employees, and Public Works Department Employees which include the Water Utility Employees, Wastewater Utility Employees, Street Department Employees, Sanitary District Employees, and Waterworks District Employees; and

**WHEREAS**, the Town Council of the Town of St. John, Lake County, Indiana, finds it proper and appropriate to set forth a schedule for payment of such salaries and wages; and

**WHEREAS**, pursuant to the provisions of Title 36 of the Indiana Code, as amended from time to time, the compensation of the Council Members, Clerk-Treasurer, Police Chief, Fire Chief, other Town Officials and Town Employees for services shall be as the Town Council of the Town of St. John, Lake County, Indiana, by ordinance, made direct, and find proper and appropriate to establish wages, salaries, and schedule of payment thereof.

**NOW, THEREFORE, BE IT ORDAINED**, by the Town Council of the Town of St. John, Lake County, Indiana, that the following schedule of wages and salaries and dates of payment, therefore, and Town Employees, Fire and Police Department Personnel, the Town Officials, be and are hereby established and shall commence with pay period beginning December 19, 2020, and continue through pay period ending December 17, 2021, to wit:

**A. Town Council / Administration**

Town Council President	Not to exceed \$19,639.31 per year, payable in the amount of \$1,636.61 monthly, the second payroll of each month, 100% from the General Fund.
Town Council Members	Not to exceed \$17,185.27 per year, payable in the amount of \$1,432.11 monthly, the second payroll of each month, 100% from the General Fund.
Town Manager	Not to exceed \$4,492.85 paid bi-weekly, 25% from the General Fund, 5% Waterworks District, 5% Sanitary District, 35% Water Utility, and 30% Wastewater Utility.
Administrative Assistant	Not to exceed \$28.85 per hour, paid bi-weekly, 100% from the General Fund.
Recording Secretary Full or Part Time	Not to exceed \$21.81 per hour, paid bi-weekly, 16.7% from the General Fund, 16.7% Water Utility, 16.7% Wastewater Utility 16.6%, Water District 16.6% Sanitary District, and 16.7% Parks.
Clerk, Full or Part Time	Not to exceed \$15.94 per hour, paid bi-weekly, 100% from the General Fund.
Farmers Market, Part-Time Seasonal	Not to exceed \$16.94 per hour, paid bi-weekly, 100% from the General Fund.
Summer Help, Part Time	Not to exceed \$9.25 per hour, paid bi-weekly, 100% from the General Fund.
Information Technology Director / Computer Network Administrator	Not to exceed \$2,755.56 paid bi-weekly, 60% from the General Fund, 20% Water Utility, and 20% Wastewater Utility.

## B. Clerk-Treasurer's Department

Clerk-Treasurer	Not to exceed \$3,626.42 paid bi-weekly, 25% from the General Fund, 5% Waterworks District, 5% Sanitary District, 35% Water Utility, and 30% Wastewater Utility.
Chief Deputy, Full Time	Not to exceed \$2,965.78, paid bi-weekly, 25% from the General Fund, 5% Waterworks District, 5% Sanitary District, 35% Water Utility, and 30% Wastewater Utility.
Clerk/Accounting, Class I, Full Time	Not to exceed \$28.88 per hour, paid bi-weekly, 25% from the General Fund, 5% Waterworks District, 5% Sanitary District, 35% Water Utility, and 30% Wastewater Utility.
Clerk/Accounting, Class II, Full Time	Not to exceed \$27.25 per hour, paid bi-weekly, 25% from the General Fund, 5% Waterworks District, 5% Sanitary District, 35% Water Utility, and 30% Wastewater Utility.
Clerk/Accounting, Class III, Full Time	Not to exceed \$25.35 per hour, paid bi-weekly, 25% from the General Fund, 5% Waterworks District, 5% Sanitary District, 35% Water Utility, and 30% Wastewater Utility.
Clerk/Accounting, Class IV, Full Time	Not to exceed \$23.45 per hour, paid bi-weekly, 25% from the General Fund, 5% Waterworks District, 5% Sanitary District, 35% Water Utility, and 30% Wastewater Utility.
Clerk/Accounting, Class V, Full Time	Not to exceed \$21.88 per hour, paid bi-weekly, 25% from the General Fund, 5% Waterworks District, 5% Sanitary District, 35% Water Utility, and 30% Wastewater Utility.
Clerk/Accounting, Class VI, Full Time	Not to exceed \$17.88 per hour, paid bi-weekly, 25% from the General Fund, 5% Waterworks District, 5% Sanitary District, 35% Water Utility, and 30% Wastewater Utility.
Clerk, Class I, Full Time	Not to exceed \$20.57 per hour, paid bi-weekly, 25% from the General Fund, 5% Waterworks District, 5% Sanitary District, 35% Water Utility, and 30% Wastewater Utility.
Clerk, Class II, Full Time	Not to exceed \$19.40 per hour, paid bi-weekly, 25% from the General Fund, 5% Waterworks District, 5% Sanitary District, 35% Water Utility, and 30% Wastewater Utility.
Clerk, Class III, Full or Part Time	Not to exceed \$17.76 per hour, paid bi-weekly, 25% from the General Fund, 5% Waterworks District, 5% Sanitary District, 35% Water Utility, and 30% Wastewater Utility.
Clerk, Class IV, Full or Part Time	Not to exceed \$16.42 per hour, paid bi-weekly, 25% from the General Fund, 5% Waterworks District, 5% Sanitary District, 35% Water Utility, and 30% Wastewater Utility.
Clerk, Class V, Full or Part Time	Not to exceed \$15.94 per hour, paid bi-weekly, 25% from the General Fund, 5% Waterworks District, 5% Sanitary District, 35% Water Utility, and 30% Wastewater Utility.
Clerk/Utility Billing, Class I, Full Time	Not to exceed \$28.88 per hour, paid bi-weekly, 25% from the General Fund, 5% Waterworks District, 5% Sanitary District, 35% Water Utility, and 30% Wastewater Utility.
Clerk/Utility Billing, Class II, Full Time	Not to exceed \$27.25 per hour, paid bi-weekly, 25% from the General Fund, 5% Waterworks District, 5% Sanitary District, 35% Water Utility, and 30% Wastewater Utility.
Clerk/Utility Billing, Class III, Full Time	Not to exceed \$25.35 per hour, paid bi-weekly, 25% from the General Fund, 5% Waterworks District, 5% Sanitary District, 35% Water Utility, and 30% Wastewater Utility.

Clerk/Utility Billing, Class IV,  
Full Time

Not to exceed \$23.45 per hour, paid bi-weekly, 25% from the General Fund, 5% Waterworks District, 5% Sanitary District, 35% Water Utility, and 30% Wastewater Utility.

Clerk/Utility Billing, Class V,  
Full Time

Not to exceed \$21.88 per hour, paid bi-weekly, 25% from the General Fund, 5% Waterworks District, 5% Sanitary District, 35% Water Utility, and 30% Wastewater Utility.

Clerk/Utility Billing, Class VI,  
Full Time

Not to exceed \$17.88 per hour, paid bi-weekly, 25% from the General Fund, 5% Waterworks District, 5% Sanitary District, 35% Water Utility, and 30% Wastewater Utility.

Clerk / Seasonal, Class I  
Part Time

Not to exceed \$15.05 per hour, paid bi-weekly, 25% from the General Fund, 5% Waterworks District, 5% Sanitary District, 35% Water Utility, and 30% Wastewater Utility.

Clerk / Seasonal, Class II  
Part Time

Not to exceed \$14.19 per hour, paid bi-weekly, 25% from the General Fund, 5% Waterworks District, 5% Sanitary District, 35% Water Utility, and 30% Wastewater Utility.

### C. **Police Department**

Police Chief

Not to exceed \$4,236.08 paid bi-weekly, 90% from the General Fund and 10% Public Safety Local Option Income Tax.

Assistant Chief

Not to exceed \$3,502.64 paid bi-weekly, 90% from the General Fund and 10% Public Safety Local Option Income Tax.

Captain

Not to exceed \$43.78 per hour, paid bi-weekly, 90% from the General Fund and 10% Public Safety Local Option Income Tax.

Lieutenant

Not to exceed \$40.68 per hour, paid bi-weekly, 90% from the General Fund and 10% Public Safety Local Option Income Tax.

Sergeant

Not to exceed \$40.11 per hour, paid bi-weekly, 90% from the General Fund and 10% Public Safety Local Option Income Tax.

Corporal

Not to exceed \$36.95 per hour, paid bi-weekly, 90% from the General Fund and 10% Public Safety Local Option Income Tax.

Patrolman 1<sup>st</sup> Class

Not to exceed \$35.77 per hour, paid bi-weekly, 90% from the General Fund and 10% Public Safety Local Option Income Tax.

Patrolman 2<sup>nd</sup> Class

Not to exceed \$33.16 per hour, paid bi-weekly, 90% from the General Fund and 10% Public Safety Local Option Income Tax.

Probationary Officer

Not to exceed \$28.72 per hour, paid bi-weekly, 90% from the General Fund and 10% Public Safety Local Option Income Tax.

Grant Officer

Based on Police Officer's prevailing hourly wage, paid bi-weekly, 100% from the PD General Grant Fund.

Police Specialist

Not to exceed \$200.00 bi-weekly, paid bi-weekly, 90% from the General Fund and 10% Public Safety Local Option Income Tax.

Police K-9 Specialist – Officer Comp

Not to exceed \$315.00 bi-weekly, paid bi-weekly, 90% from the General Fund and 10% Public Safety Local Option Income Tax.

Administrative Assistant, Full Time

Not to exceed \$28.62 per hour, paid bi-weekly, 100% from the General Fund.

Class II, Full or Part Time

Not to exceed \$17.76 per hour, paid bi-weekly, 100% from the General Fund.

Class III, Full or Part Time

Not to exceed \$15.74 per hour, paid bi-weekly, 100% from the General Fund.

Class IV, Full or Part Time

Not to exceed \$13.68 per hour, paid bi-weekly, 100% from the General Fund.

Communication and Assistant Information Technology Director Class I, Full or Part Time	Not to exceed \$30.43 per hour, paid bi-weekly, 100% from the General Fund.
Communication and Assistant Information Technology Director Class II, Full or Part Time	Not to exceed \$27.79 per hour, paid bi-weekly, 100% from the General Fund.
Communication and Assistant Information Technology Director Class III, Full or Part Time	Not to exceed \$26.68 per hour, paid bi-weekly, 100% from the General Fund.
Communication and Assistant Information Technology Director Class IV, Full or Part Time	Not to exceed \$25.90 per hour, paid bi-weekly, 100% from the General Fund.
Training Manager / Public Information Officer	Not to exceed \$25.90 per hour, paid bi-weekly, 100% from the General Fund.
Records Clerk, Class I	Not to exceed \$17.76 per hour, paid bi-weekly, 100% from the General Fund.
Records Clerk, Class II	Not to exceed \$15.74 per hour, paid bi-weekly, 100% from the General Fund.
Records Clerk, Class III	Not to exceed \$13.68 per hour, paid bi-weekly, 100% from the General Fund.
Code Enforcement Officer / Animal Control Officer, Full Time	Not to exceed \$24.16 per hour, paid bi-weekly, 100% from the General Fund.
Code Enforcement Officer / Animal Control Officer, Class I Full Time	Not to exceed \$22.75 per hour, paid bi-weekly, 100% from the General Fund.
Code Enforcement Officer / Animal Control Officer, Class II, Full Time	Not to exceed \$22.19 per hour, paid bi-weekly, 100% from the General Fund.
Code Enforcement / Animal Control Officer, Class III Full Time	Not to exceed \$21.44 per hour, paid bi-weekly, 100% from the General Fund.
Animal Control Officer I, Full Time or Part Time	Not to exceed \$20.84 per hour, bi-weekly, 100% from the General Fund.
Animal Control Officer II, Full Time or Part Time	Not to exceed \$18.69 per hour, bi-weekly, 100% from the General Fund.
Animal Control Officer III, Full Time or Part Time	Not to exceed \$15.94 per hour, bi-weekly, 100% from the General Fund.
Animal Control Officer II, Part Time	Not to exceed \$14.37 per hour, bi-weekly, 100% from the General Fund.
Crossing Guard, Part Time	Not to exceed \$14.37 per hour, bi-weekly, 100% from the General Fund.

### **Police Department Uniform Allowance**

Police Chief	\$1,000.00 per year, 100% from the General Fund, with \$500.00 paid on or about June 21, and \$500.00 on or about December 20. In the event of hire or appointment during the calendar year the amount of uniform allowance shall be prorated. Upon separation from employment, the Police Chief will be entitled to receive this allowance, pro-rated for the calendar year which separation occurs.
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Police Officers

**Note: No uniform allowance shall be paid for Police Department Employees unless specifically prescribed herein.**

\$1,000.00 per year for all ranks, 100% from the General Fund, with \$500.00 paid on or about June 21, and \$500.00 on or about December 20. In the event of being hired during the calendar year, the Officer shall be provided with the uniform items prescribed by the Board of Metropolitan Police Commissioners (not exceeding \$1,000.00). After one (1) year of service, the Officer would be entitled to receive the regular prescribed allowance, prorated for that calendar year. Upon separation from employment, the Officer will be entitled to receive this allowance, pro-rated for the calendar year which separation occurs.

Reserve Officers

\$500.00 per year, 100% from the General Fund, with \$250.00 paid on or about June 21, and \$250.00 paid on or about December 20. In the event of being appointed during the calendar year, the Reserve Officer shall be required to purchase the uniform items prescribed by the Board of Metropolitan Police Commissioners (not exceeding \$500.00). After one (1) year of service the Reserve Officer would be entitled to receive the regular prescribed allowance, prorated for that calendar year.

**D. Fire Department**

Fire Chief

Not to exceed \$3,487.56 paid bi-weekly, 90% from the General Fund and 10% Public Safety Local Option Income Tax.

EMS Director  
(assigned by Fire Chief)

Not to exceed \$50.00 per day, paid bi-weekly, 90% from the General Fund and 10% Public Safety Local Option Income Tax.

Firefighter/Paramedic, Full Time

Not to exceed \$21.88 per hour, paid bi-weekly, 90% from the General Fund and 10% Public Safety Local Option Income Tax.

Firefighter/Paramedic, Probationary

Not to exceed \$21.21 per hour, paid bi-weekly, 90% from the General Fund and 10% Public Safety Local Option Income Tax.

Firefighter/Paramedic, Part Time

Not to exceed \$20.57 per hour, paid bi-weekly, 90% from the General Fund and 10% Public Safety Local Option Income Tax.

Firefighter/EMT 1<sup>st</sup> Class, Full Time

Not to exceed \$20.33 per hour, paid bi-weekly, 90% from the General Fund and 10% Public Safety Local Option Income Tax.

Firefighter/EMT 2<sup>nd</sup> Class, Full Time

Not to exceed \$19.60 per hour, paid bi-weekly, 90% from the General Fund and 10% Public Safety Local Option Income Tax.

Firefighter/EMT 3<sup>rd</sup> Class, Full Time

Not to exceed \$19.00 per hour, paid bi-weekly, 90% from the General Fund and 10% Public Safety Local Option Income Tax.

Firefighter/EMT Probationary, Full Time

Not to exceed \$17.58 per hour, paid bi-weekly, 90% from the General Fund and 10% Public Safety Local Option Income Tax.

Firefighter/EMT, Part Time (VFD)

Not to exceed \$15.65 per hour, paid bi-weekly, 90% from the General Fund and 10% Public Safety Local Option Income Tax.

Fire Inspector, Part Time

Not to exceed \$15.65 per hour, paid bi-weekly, 90% from the General Fund and 10% Public Safety Local Option Income Tax.

Battalion Chief, Full Time

Not to exceed \$1.00 per hour, paid bi-weekly, 90% from the General Fund and 10% Public Safety Local Option Income Tax as an additional stipend for every hour physically worked at the employee's current established rate.

Captain, Full Time

Not to exceed \$.50 per hour, paid bi-weekly, 90% from the General Fund and 10% Public Safety Local Option Income Tax as an additional stipend for every hour physically worked at the employee's current established rate.

Lieutenant, Full Time

Not to exceed \$.25 per hour, paid bi-weekly, 90% from the General Fund and 10% Public Safety Local Option Income Tax as an additional stipend for every hour physically worked at the employee's current established rate.

Administrative Assistant /Billing Clerk – Class I, Full Time	Not to exceed \$28.62 per hour, paid bi-weekly, 100% from the General Fund.
Administrative Assistant /Billing Clerk – Class II, Full Time	Not to exceed \$26.47 per hour, paid bi-weekly, 100% from the General Fund.
Administrative Assistant /Billing Clerk – Class III, Full Time	Not to exceed \$24.35 per hour, paid bi-weekly, 100% from the General Fund.
Administrative Assistant /Billing Clerk – Class IV, Full Time	Not to exceed \$22.24 per hour, paid bi-weekly, 100% from the General Fund.
Administrative Assistant /Billing Clerk – Class V, Full Time	Not to exceed \$20.65 per hour, paid bi-weekly, 100% from the General Fund.
Records/Billing Clerk, Class I, Full Time	Not to exceed \$20.89 per hour, paid bi-weekly, 100% from the General Fund.
Records/Billing Clerk, Class II, Full or Part Time	Not to exceed \$16.30 per hour, paid bi-weekly, 100% from the General Fund.

### **Firefighter/EMT & Firefighter/Paramedic Uniform Allowance**

Fire Chief	\$700.00 per year, with \$350.00 paid on or about June 21 and \$350.00 paid on or about December 20, 100% from General Fund. In the event of hire or appointment during the calendar year, the amount of uniform allowance shall be prorated. Upon separation from employment, the Fire Chief will be entitled to receive this allowance, pro-rated for the calendar year which separation occurs.
Firefighter/EMT, Full Time Firefighter Paramedic, Full Time	\$700.00 per year for all ranks, with \$350.00 paid on or about June 21 and \$350.00 paid on or about December 20, 100% from General Fund. In the event of hire or appointment during the calendar year, the amount of uniform allowance shall be prorated. Upon separation from employment, the Firefighter/EMT, Firefighter/Paramedic will be entitled to receive this allowance, pro-rated for the calendar year which separation occurs.

### **E. Volunteer Fire Department**

Assistant Chief	Not to exceed \$17.00 for each call or run responded to within the corporate limits of the Town of St. John and within the area under contract with the St. John Township Trustee, payable bi-annually, 100% from the General Fund, on or about June 7 and December 6.
Firefighter	Not to exceed \$14.00 for each call or run responded to within the corporate limits of the Town of St. John and within the area under contract with the St. John Township Trustee, payable bi-annually, 100% from the General Fund, on or about June 7 and December 6.
Firefighter Training	Not to exceed \$12.00 for each practice session attended, payable bi-annually, 100% from the General Fund, on or about June 7 and December 6.
Officers Compensation	Not to exceed \$25.00 per month, payable bi-annually, 100% from the General Fund, on or about June 7 and December 6.

Unless otherwise provided by contract, each active and participating member of a volunteer fire company shall be paid not less than \$60.00 bi-annually for a clothing allowance and not less than \$60.00 bi-annually for an automobile allowance, payable on or about June 10 and December 9. Should a fireman leave the department, the clothing allowance and car allowance will be pro-rated.

## **F. Building & Planning Department**

Building and Planning Director, Full Time	Not to exceed \$3,240.35 paid bi-weekly, 75% from the General Fund, 12.5% Water Utility and 12.5% Wastewater Utility.
Building Commissioner I, Full Time	Not to exceed \$35.98 per hour, paid bi-weekly, 75% from the General Fund, 12.5% Water Utility and 12.5% Wastewater Utility.
Building Commissioner II, Full Time	Not to exceed \$33.91 per hour, paid bi-weekly, 75% from the General Fund, 12.5% Water Utility and 12.5% Wastewater Utility.
Building Inspector, Full or Part Time	Not to exceed \$26.47 per hour, paid bi-weekly, 75% from the General Fund, 12.5% Water Utility and 12.5% Wastewater Utility.
Administrative Assistant, Full Time	Not to exceed \$28.62 per hour, paid bi-weekly, 75% from the General Fund, 12.5% Water Utility and 12.5% Wastewater Utility.
Class I, Clerk, Full Time	Not to exceed \$25.95 per hour, paid bi-weekly, 75% from the General Fund, 12.5% Water Utility and 12.5% Wastewater Utility.
Class II, Clerk, Full Time	Not to exceed \$21.73 per hour, paid bi-weekly, 75% from the General Fund, 12.5% Water Utility and 12.5% Wastewater Utility.
Class III, Clerk, Full Time	Not to exceed \$18.11 per hour, paid bi-weekly, 75% from the General Fund, 12.5% Water Utility and 12.5% Wastewater Utility.
Class IV, Full or Part Time	Not to exceed \$17.62 per hour, paid bi-weekly, 75% from the General Fund, 12.5% Water Utility and 12.5% Wastewater Utility.
Class V, Full or Part Time	Not to exceed \$15.94 per hour, paid bi-weekly, 75% from the General Fund, 12.5% Water Utility and 12.5% Wastewater Utility.
Clerk, Part Time Seasonal	Not to exceed \$13.36 per hour, paid bi-weekly, 75% from the General Fund, 12.5% Water Utility and 12.5% Wastewater Utility.
Code Enforcement Officer, Full Time	Not to exceed \$24.16 per hour, paid bi-weekly, 100% from the General Fund.
Class I, Code Enforcement Officer, Full Time	Not to exceed \$22.75 per hour, paid bi-weekly, 100% from the General Fund.
Class II, Code Enforcement Officer, Full Time	Not to exceed \$22.19 per hour, paid bi-weekly, 100% from the General Fund.
Class III, Code Enforcement Officer, Full Time	Not to exceed \$21.44 per hour, paid bi-weekly, 100% from the General Fund.
Class IV, Code Enforcement Officer, Full Time	Not to exceed \$20.60 per hour, paid bi-weekly, 100% from the General Fund.

Class III, Code Enforcement Officer, Part Time	Not to exceed \$18.14 per hour, paid bi-weekly, 100% from the General Fund.
Class II, Code Enforcement Officer, Part Time	Not to exceed \$17.85 per hour, paid bi-weekly, 100% from the General Fund.
Class I, Code Enforcement Officer, Part Time	Not to exceed \$17.11 per hour, paid bi-weekly, 100% from the General Fund.
Electrical Inspector, Part Time (Prevailing Wage)	The hourly rate of compensation, paid bi-weekly, 100% from the General Fund, shall be the prevailing wage rate for union electricians of the class or category of the Electrical Inspector, i.e., a fourth year electrical apprentice, a fifth year apprentice, or a journeyman.

## G. **Public Works Department**

Director of Public Works	Not to exceed \$3,506.44 bi-weekly, 2% from MVH, 2.5% Waterworks District, 3.5% Sanitary District, 63.5% Water Utility and 28.5% Wastewater Utility.
Water/Wastewater Operator	Not to exceed \$40.09 per hour, paid bi-weekly, from 2% from MVH, 2.5% Waterworks District, 3.5% Sanitary District, 63.5% Water Utility and 28.5% Wastewater Utility.
Public Works Crew Leader	Not to exceed \$36.99 per hour, paid bi-weekly, 2% from MVH, 2.5% Waterworks District, 3.5% Sanitary District, 63.5% Water Utility and 28.5% Wastewater Utility.
Public Improvement Inspector, Full Time	Not to exceed \$35.98 per hour, paid bi-weekly, 2% from MVH, 63.5% Water Utility, 28.5% Wastewater Utility, 2.5% Water District and 3.5% Sanitary District.
Class I, Full Time	Not to exceed \$35.93 per hour, paid bi-weekly, 2% from MVH, 2.5% Waterworks District, 3.5% Sanitary District, 63.5% Water Utility and 28.5% Wastewater Utility.
Class II, Full Time	Not to exceed \$34.72 per hour, paid bi-weekly, 2% from MVH, 2.5% Waterworks District, 3.5% Sanitary District, 63.5% Water Utility and 28.5% Wastewater Utility.
Class III, Full Time	Not to exceed \$33.50 per hour, paid bi-weekly, 2% from MVH, 2.5% Waterworks District, 3.5% Sanitary District, 63.5% Water Utility and 28.5% Wastewater Utility.
Class IV, Full Time	Not to exceed \$32.44 per hour, paid bi-weekly, 2% from MVH, 2.5% Waterworks District, 3.5% Sanitary District, 63.5% Water Utility and 28.5% Wastewater Utility.
Class V, Full Time	Not to exceed \$31.31 per hour, paid bi-weekly, 2% from MVH, 2.5% Waterworks District, 3.5% Sanitary District, 63.5% Water Utility and 28.5% Wastewater Utility.
Class VI, Full Time	Not to exceed \$30.19 per hour, paid bi-weekly, 2% from MVH, 2.5% Waterworks District, 3.5% Sanitary District, 63.5% Water Utility and 28.5% Wastewater Utility.



Class VII, Full Time	Not to exceed \$29.31 per hour, paid bi-weekly, 2% from MVH, 2.5% Waterworks District, 3.5% Sanitary District, 63.5% Water Utility and 28.5% Wastewater Utility.
Class VIII, Full Time	Not to exceed \$28.19 per hour, paid bi-weekly, 2% from MVH, 2.5% Waterworks District, 3.5% Sanitary District, 63.5% Water Utility and 28.5% Wastewater Utility.
Class IX, Full Time	Not to exceed \$27.07 per hour, paid bi-weekly, 2% from MVH, 2.5% Waterworks District, 3.5% Sanitary District, 63.5% Water Utility and 28.5% Wastewater Utility.
Class X, Full Time	Not to exceed \$25.95 per hour, paid bi-weekly, 2% from MVH, 2.5% Waterworks District, 3.5% Sanitary District, 63.5% Water Utility and 28.5% Wastewater Utility.
Class XI, Full Time	Not to exceed \$24.84 per hour, paid bi-weekly, 2% from MVH, 2.5% Waterworks District, 3.5% Sanitary District, 63.5% Water Utility and 28.5% Wastewater Utility.
Class XII, Full Time	Not to exceed \$23.73 per hour, paid bi-weekly, 2% from MVH, 2.5% Waterworks District, 3.5% Sanitary District, 63.5% Water Utility and 28.5% Wastewater Utility.
Class XIII, Full Time	Not to exceed \$22.62 per hour, paid bi-weekly, 2% from MVH, 2.5% Waterworks District, 3.5% Sanitary District, 63.5% Water Utility and 28.5% Wastewater Utility.
Class XIV, Full Time	Not to exceed \$21.79 per hour, paid bi-weekly, 2% from MVH, 2.5% Waterworks District, 3.5% Sanitary District, 63.5% Water Utility and 28.5% Wastewater Utility.
Class XV, Full Time	Not to exceed \$20.96 per hour, paid bi-weekly, 2% from MVH, 2.5% Waterworks District, 3.5% Sanitary District, 63.5% Water Utility and 28.5% Wastewater Utility.
Class XVI, Full Time	Not to exceed \$19.42 per hour, paid bi-weekly, 2% from MVH, 2.5% Waterworks District, 3.5% Sanitary District, 63.5% Water Utility and 28.5% Wastewater Utility.
Class XVII, Full Time	Not to exceed \$17.88 per hour, paid bi-weekly, 2% from MVH, 2.5% Waterworks District, 3.5% Sanitary District, 63.5% Water Utility and 28.5% Wastewater Utility.
Class XVIII, Part Time	Not to exceed \$15.25 per hour, paid bi-weekly, 2% from MVH, 2.5% Waterworks District, 3.5% Sanitary District, 63.5% Water Utility and 28.5% Wastewater Utility.
Mechanic, Class I, Full Time	Not to exceed \$38.19 per hour, paid bi-weekly, 75% from MVH, 1% Waterworks District, 1% Sanitary District, 15% Water Utility and 8% Wastewater Utility.
Mechanic, Class II, Full Time	Not to exceed \$37.00 per hour, paid bi-weekly, 75% from MVH, 1% Waterworks District, 1% Sanitary District, 15% Water Utility and 8% Wastewater Utility.
Mechanic, Class III, Full Time	Not to exceed \$35.93 per hour, paid bi-weekly, 75% from MVH, 1% Waterworks District, 1% Sanitary District, 15% Water Utility and 8% Wastewater Utility.

Municipal Custodian / Janitor Class I	Not to exceed \$18.41 per hour paid bi-weekly, 2% from MVH, 2.5% Waterworks District, 3.5% Sanitary District, 63.5% Water Utility and 28.5% Wastewater Utility.
Administrative Assistant	Not to exceed \$28.62 per hour, paid bi-weekly, 2% from MVH, 2.5% Waterworks District, 3.5% Sanitary District, 63.5% Water Utility and 28.5% Wastewater Utility.
Class I, Administrative Assistant, Full Time	Not to exceed \$23.23 per hour, paid bi-weekly, 2% from MVH, 2.5% Waterworks District, 3.5% Sanitary District, 63.5% Water Utility and 28.5% Wastewater Utility.
Class II, Administrative Assistant, Full Time	Not to exceed \$21.73 per hour, paid bi-weekly, 2% from MVH, 2.5% Waterworks District, 3.5% Sanitary District, 63.5% Water Utility and 28.5% Wastewater Utility.
Class III, Administrative Assistant, Full Time	Not to exceed \$19.95 per hour, paid bi-weekly, 2% from MVH, 2.5% Waterworks District, 3.5% Sanitary District, 63.5% Water Utility and 28.5% Wastewater Utility.
Class I, Clerk, Full Time	Not to exceed \$19.40 per hour, paid bi-weekly, 2% from MVH, 2.5% Waterworks District, 3.5% Sanitary District, 63.5% Water Utility and 28.5% Wastewater Utility.

## **H. Park Department**

Park Superintendent, Full Time	Not to exceed \$2,420.07 paid bi-weekly, 100% from the Park Department.
Maintenance Foreman, Full Time	Not to exceed \$36.99 per hour, paid bi-weekly, 50% from the Park Department 1% MVH, 1.25% Waterworks District, 1.75% Sanitary District, 31.75% Water Utility, 14.25% Wastewater Utility.
Class I, Full Time	Not to exceed \$35.93 per hour, paid bi-weekly, 50% Parks, 1% from MVH, 1.25% Waterworks District, 1.75% Sanitary District, 31.75% Water Utility and 14.25% Wastewater Utility.
Class II, Full Time	Not to exceed \$34.72 per hour, paid bi-weekly, 50% Parks, 1% from MVH, 1.25% Waterworks District, 1.75% Sanitary District, 31.75% Water Utility and 14.25% Wastewater Utility.
Class III, Full Time	Not to exceed \$33.50 per hour, paid bi-weekly, 50% Parks, 1% from MVH, 1.25% Waterworks District, 1.75% Sanitary District, 31.75% Water Utility and 14.25% Wastewater Utility.
Class IV, Full Time	Not to exceed \$32.44 per hour, paid bi-weekly, 50% Parks, 1% from MVH, 1.25% Waterworks District, 1.75% Sanitary District, 31.75% Water Utility and 14.25% Wastewater Utility.
Class V, Full Time	Not to exceed \$31.31 per hour, paid bi-weekly, 50% Parks, 1% from MVH, 1.25% Waterworks District, 1.75% Sanitary District, 31.75% Water Utility and 14.25% Wastewater Utility.
Class VI, Full Time	Not to exceed \$30.19 per hour, paid bi-weekly, 50% Parks, 1% from MVH, 1.25% Waterworks District, 1.75% Sanitary District, 31.75% Water Utility and 14.25% Wastewater Utility.

Class VII, Full Time	Not to exceed \$29.31 per hour, paid bi-weekly, 50% Parks, 1% from MVH, 1.25% Waterworks District, 1.75% Sanitary District, 31.75% Water Utility and 14.25% Wastewater Utility.
Class VIII, Full Time	Not to exceed \$28.19 per hour, paid bi-weekly, 50% Parks, 1% from MVH, 1.25% Waterworks District, 1.75% Sanitary District, 31.75% Water Utility and 14.25% Wastewater Utility.
Class IX, Full Time	Not to exceed \$27.07 per hour, paid bi-weekly, 50% Parks, 1% from MVH, 1.25% Waterworks District, 1.75% Sanitary District, 31.75% Water Utility and 14.25% Wastewater Utility.
Class X, Full Time	Not to exceed \$25.95 per hour, paid bi-weekly, 50% Parks, 1% from MVH, 1.25% Waterworks District, 1.75% Sanitary District, 31.75% Water Utility and 14.25% Wastewater Utility.
Class XI, Full Time	Not to exceed \$24.84 per hour, paid bi-weekly, 50% Parks, 1% from MVH, 1.25% Waterworks District, 1.75% Sanitary District, 31.75% Water Utility and 14.25% Wastewater Utility.
Class XII, Full Time	Not to exceed \$23.73 per hour, paid bi-weekly, 50% Parks, 1% from MVH, 1.25% Waterworks District, 1.75% Sanitary District, 31.75% Water Utility and 14.25% Wastewater Utility.
Class XIII, Full Time	Not to exceed \$22.62 per hour, paid bi-weekly, 50% Parks, 1% from MVH, 1.25% Waterworks District, 1.75% Sanitary District, 31.75% Water Utility and 14.25% Wastewater Utility.
Class XIV, Full Time	Not to exceed \$21.79 per hour, paid bi-weekly, 50% Parks, 1% from MVH, 1.25% Waterworks District, 1.75% Sanitary District, 31.75% Water Utility and 14.25% Wastewater Utility.
Class XV, Full Time	Not to exceed \$20.96 per hour, paid bi-weekly, 50% Parks, 1% from MVH, 1.25% Waterworks District, 1.75% Sanitary District, 31.75% Water Utility and 14.25% Wastewater Utility.
Class XVI, Full Time	Not to exceed \$19.42 per hour, paid bi-weekly, 50% Parks, 1% from MVH, 1.25% Waterworks District, 1.75% Sanitary District, 31.75% Water Utility and 14.25% Wastewater Utility.
Class XVII, Full Time	Not to exceed \$17.88 per hour, paid bi-weekly, 50% Parks, 1% from MVH, 1.25% Waterworks District, 1.75% Sanitary District, 31.75% Water Utility and 14.25% Wastewater Utility.
Class XVIII, Part Time	Not to exceed \$15.25 per hour, paid bi-weekly, 50% Parks, 1% from MVH, 1.25% Waterworks District, 1.75% Sanitary District, 31.75% Water Utility and 14.25% Wastewater Utility.
Seasonal Summer Help	Not to exceed \$10.28 per hour, paid bi-weekly, 75% from the Park Department, 25% from the General Fund.
Seasonal Instructors	Not to exceed \$8.00 to \$25.00 per hour paid bi-weekly, 100% from the Park Department, based upon Program attendance and detailed participation.

- I. Sanitary District Commissioners** Not to exceed \$1,000.00 per year payable quarterly in the amount of \$250.00, 100% from the Sanitary District Fund, on or about March 29th, June 21st, September 27th and December 20<sup>th</sup>.
- K. Plan Commission Members** Not to exceed \$2,000.00 per year payable quarterly in the amount of \$500.00, 100% from the General Fund, on or about March 29, June 21st, September 27th

and December 20th. (Includes exempt Town employee members.) Non-exempt Town employee members shall be paid at their regular rate of pay.

**L. Secretary and Secretary Pro-Tem**

Independent Contractor and Transcription Meeting Attendance Rates of Pay.

Town Council Secretary	\$125.00 per meeting, 100% from General Fund.
Secretary Pro-Tem	\$125.00 per meeting, 100% from General Fund.
Plan Commission Secretary	\$125.00 per meeting, 100% from General Fund.
Secretary Pro-Tem	\$125.00 per meeting, 100% from General Fund.
Contractor's Board Secretary	\$70.00 per meeting, 100% from General Fund.
BZA Secretary	\$70.00 per meeting, 100% from General Fund.
Secretary Pro-Tem	\$70.00 per meeting, 100% from General Fund.
Ethics Committee Secretary	\$70.00 per meeting, 100% from General Fund.
Safety Board Secretary	\$70.00 per meeting, 100% from General Fund.
Secretary Pro-Tem	\$70.00 per meeting, 100% from General Fund.
Park Department Secretary	\$70.00 per meeting, 100% from Park Department
Secretary Pro-Tem	\$70.00 per meeting, 100% Park Department.
Sanitary District Secretary	\$70.00 per meeting, 50% Sanitary District and 50% Wastewater Utility.
Secretary Pro-Tem	\$70.00 per meeting, 50% Sanitary District and 50% Wastewater Utility.
Waterworks Secretary	\$70.00 per meeting, 50% Water District and 50% Water Utility.
Secretary Pro-Tem	\$70.00 per meeting, 50% Water District and 50% Water Utility.

Note: Any other meeting not listed above of any Board, Committee, etc., as assigned by the Town Manager, will be \$125.00 per meeting.

When any given meeting of the Town Council, Plan Commission, BZA, Police Commission, Park Board, Sanitary District, Board of Waterworks, or any other assigned meeting, exceeds two (2) hours in total time, the Secretary or Secretary Pro-Tem shall be entitled to an additional \$25.00 per hour for each additional hour, or portion thereof which exceeds the aforesaid two (2) hours in total time, for attending the meeting. Attendant time exceeding two (2) hours calculated to the next greater fifteen (15) minute time of attendance at the identified rate of compensation, as set forth herein.

**M. Police Pension Secretary  
Fire Pension Secretary**

Not to exceed \$600.00 per year payable quarterly in the amount of \$150.00, 100% paid from the General Fund, on or about March 29th, June 21st, September 27th and December 20th.

**N. Employees Health Benefits**

Each full-time employee shall be provided health, dental, and life insurance at the cost of 20% of the monthly premium charged and paid by the Town, payable monthly. The Town will pay 80% of the monthly premium charged to the Town for such coverage. Notwithstanding anything in the foregoing sentence to the contrary, the Town employee shall pay 20% of the monthly premium charged to the Town for whatever coverage that employee selects. The Clerk-Treasurer will be eligible for health insurance benefits and to participate in PERF. All other elected, appointed, or part-time employees of the Town will NOT be eligible for health insurance benefits or PERF.

**O. Pre-Tax Premium Plan**

All employees have the option, and may elect to participate in a Pre-Tax Premium Plan to be established by the Town as permitted by the provisions of Internal Revenue Code, Section 125, as amended from time to time. All employees electing to participate in the Pre-Tax Premium Plan shall be required to comply with the requirements of the plan, as amended from time to time.

**P. Deferred Compensation Program**

All employees have the option, and may elect to participate in a Deferred Compensation Program to be established by the Town for the benefit of the employees. The Deferred Compensation Program is specifically established to permit Town employees to participate in a supplemental retirement savings plan by contribution of a portion of salary before federal taxes to an established retirement account, all as permitted by Internal Revenue Section 457, as amended from time to time. All employees electing to participate in the program shall be required to comply with the requirements of the plan, as amended from time to time.

#### **Q. Emergency Fire Service Response**

All employees of the Town who are also delineated as Members of the St. John Volunteer Fire Department, Inc., a Not-For-Profit entity, which contracts with the Town to provide fire and emergency-related services to the residents of the Town, shall be permitted to respond to any fire or emergency-related call which the Town Volunteer Fire Department ordinarily and necessarily responds to while said Employee is engaged in his/her duties and responsibilities as a Town Employee. In the event an Employee elects to respond to the fire or emergency-related call for which the Town Volunteer Fire Department ordinarily responds, then said Employee shall be paid the regular wage or salary which the employee is entitled to under the terms and provisions of this Ordinance, as amended from time to time, without loss or penalty. In the event an Employee elects to respond to a fire or emergency-related call while working as a Town Employee, that Employee shall not be entitled to receipt of, nor shall be paid by the Town Volunteer Fire Department, and the only compensation of the Employee shall be that of the wages or salaries to which that employee is entitled and no other.

#### **R. Vacation—Department Head Personnel**

The amount of vacation benefit for full-time Department Head personnel of the Town, which includes the Town Manager, the Duly-Elected Clerk-Treasurer, Building and Planning Director, Park Superintendent, Police Chief and Fire Chief, shall be four (4) weeks or the amount of an employee's earned vacation time according to the current Town of St. John Personnel Policy Manual, whichever is greater, for calendar year 2010 and every year thereafter, subject to amendment from time to time. Further, the previously described employees of the Town and elected official shall be entitled to "carry over" to the next calendar year one (1) week earned vacation year to year. This benefit provision shall replace and supersede any or all other vacation benefit provisions of this or prior Salary or Benefits Ordinances of the Town, provided, however, that utilization of such vacation and leave benefit for the identified full-time Department Head personnel shall be in accordance with all existing guidelines and policies of the Town and Town Council for same.

#### **S. Employment Separation / Vacation, sick, comp-time—All Town Employees**

Upon separation of employment from the Town of St. John, the Department Head, Duly-Elected Clerk-Treasurer, or employee shall receive compensation for all un-used vacation time in the year that separation occurs and compensation for all vacation time earned, on a pro-rata basis, for the following year. In addition, the aforementioned shall also be compensated for half (50%) of all un-used sick days. Comp-time shall also be paid out upon separation from employment. Separation shall include resignation, termination, etc...

#### **T. Retiree (Sworn Law Enforcement / Police Officer Tax Liability Withholding)**

All retired Law Enforcement/Police Officer former Employees paid and compensated with retirement and/or post-Employment compensation administered or paid by and through the Town of St. John may apply for withholding tax liability obligations as a consequence of being paid such post-Employment retirement payment or compensation by or under the administration of the Town provided that said Retiree completes all required forms, applications, and documentation necessary and required for such withholding, and further provided that withholding of such tax liabilities is permitted by and through the applicable funding for post-Employment benefits or compensation is permitted. The withholdings made will be at the time of payment of compensation to such Retiree, which is presently at the time of the first regular payroll for all Town employees of each month. The Town Clerk-Treasurer is authorized and directed to comply with withholding applications and requirements provided that all conditions and requirements for same are undertaken and completed by the Town Law Enforcement / Police Officer Retiree requesting withholding.

That all existing ordinances, or parts thereof, in conflict with the provisions of this ordinance, are hereby deemed null, void, and of no legal effect, and are specifically repealed. That the Town of St. John Personnel Policy Manual shall be included and made a part hereof for the purpose of defining leave benefits, overtime compensation, workers compensation, and all other benefits not specifically outlined herein in this salary ordinance.

If any section, clause, provision, or portion of this ordinance shall be held to be invalid or unconstitutional by any court of competent jurisdiction, such decision shall not affect any other section, clause, provision, or portion of this ordinance.

That this ordinance shall take effect, and be in full force and effect, from and after its passage by the Town Council of the Town of St. John.

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PASSED AND ADOPTED BY THE TOWN COUNCIL OF THE TOWN OF ST. JOHN, LAKE COUNTY,  
INDIANA, THIS 24th DAY OF NOVEMBER, 2020.

Aye 5

Nay 0

  
GERALD SWETS, President

  
PAUL PANCZUK, Vice-President

  
BRYAN BLAZAK, Member

  
WAYNE PONDINAS, Member

  
MICHAEL SCHILLING, Member

ATTEST:   
BETH HERNANDEZ, Clerk-Treasurer