

**\* CITY OF PERU COMMON COUNCIL AGENDA\***

**PERU CITY HALL, COUNCIL CHAMBERS**

**PERU, INDIANA**

**SPECIAL MEETING**

**October 30, 2023**

**4:30 PM**

CALL TO ORDER: Mayor Hewitt

PLEDGE OF ALLEGIANCE - led by:

INVOCATION –

ROLL CALL – Anderson, Gustin, Plathow, Ramsey, Russell, Sahaidachny, and Wolfe.

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**UNFINISHED BUSINESS:**

.....  
**NEW BUSINESS:**

**ORDINANCE #24-2023**

**AN ORDINANCE ESTABLISHING SALARIES AND WAGES OF THE CIVIL CITY  
EMPLOYEES AND APPOINTEES FOR THE YEAR 2024**

Under the Acts of 1980, P.L. 212, Section 3, I.C. 36-4-7-3 (b) and (d) and Acts 1981 P.L. 309, Section 52, I.C. 36-8-3-3 (d), it is provided, “that subject to the approval of the City Legislative Body, the City Executive shall fix the compensation of each appointive officer, deputy, and other employees of the City. The Legislative Body may reduce but may not increase any compensation fixed by the Executive. When the salary of such officers or employees shall have been so fixed as herein provided, it shall be the duty of the Legislative Body to appropriate monies to pay the same.

**NOW, THEREFORE, BE IT ORDAINED BY THE COMMON COUNCIL OF THE CITY OF  
PERU, INDIANA:**

Section 1 that the following salaries and wages as set by the City Executive for each and all such appointive officers, employees, deputies, assistants, and departmental and institutional heads, of the year beginning at 12:01 A.M., O’clock, January 1<sup>st</sup>, 2024, are hereby approved subject to any federal wage orders, regulations, or decisions.

### **MAYOR**

Mayor Secretary \$36,013.12 per yr. \$1,385.12/ bi-weekly

Maintenance \$43,154.02 per yr. \$1,659.77/ bi-weekly

### **CITY ATTORNEY**

City Attorney \$39,527.02 per yr. \$1,520.27/ bi-weekly

Administrative Assistant 582 hrs. x 14.16/hr. \$8241.12 Annually

Litigation Services 100 per hr.

### **CLERK-TREASURER**

(2) Deputy Clerk \$44,482.10 per yr. \$1,710.85/ bi-weekly

### **ANIMAL CONTROL**

Humane Office \$44,449.08 per yr. \$1,709.58/ bi-weekly

### **BUILDING COMMISSIONER**

Building Commissioner \$49,622.04 per yr. \$1,908.54/ bi-weekly

Building Secretary/Bookkeeper \$35,656.92 per yr. \$1,371.42/ bi-weekly

Code Enforcement Officer \$35,656.92 per yr. \$1,371.42/ bi-weekly

Code Enforcement Administrator \$35,656.92 per yr. \$1,371.42/ bi-weekly

Zoning Administrator \$35,656.92 per yr. \$1,371.42/ bi-weekly

Mowing Supervisor 36 hours a week x 30 weeks x \$16.50/hr. = \$17,820

(2) Mowing Crew 36 hours a week x 30 weeks x \$15.50/hr. = \$33,480.

### **CIVIC CENTER**

#### **Event Coordinator Residency at Civic Center**

### **TRAFFIC DEPARTMENT**

Traffic Supervisor \$45,251.96 per yr. \$1,740.46/ bi-weekly

Asst. Supervisor \$40,010.10 per yr. \$1,538.85 bi-weekly

### **SANITATION DEPARTMENT**

(15) Drivers @ \$42,848.00 per yr. \$1,648.00/ bi-weekly

Overtime \$5,500 per yr.

(3) Laborers @ \$50.00 bi-weekly \$3,900.00.

(1) Safety Specialist @ \$50.00 bi-weekly \$1,300.

(1) Hazmat @ \$50.00 bi-weekly \$1,300

(1) Tree Cutter @ 50.00 bi-weekly \$1300

CDL Trainer @ 50.00 bi-weekly \$1300

### **MOTOR VEHICLE HIGHWAY DEPARTMENT**

Street Commissioner \$55,619.98 per yr. \$2139.23 / bi-weekly

Foreman \$48,409.92 per yr. \$1,861.92 / bi-weekly

Heavy Equipment Operator @ \$21.63/hr. x 2080 hrs. = \$44,990.40

2 Asst. Foremen @ \$21.39/hr. x 2080 hrs. = \$88,982.40

Head Mechanic @ 23.17/hr. x 2080 hrs. = \$48,204.00

Mechanic @ 22.14/hr. x 2080 hrs. = 46,051.250

Overtime \$10,000 per yr.

#### **PARKS DEPARTMENT**

Park Superintendent \$47,758.88 per yr. \$1,836.88/ bi-weekly

Asst. Superintendent \$33,785.96 per yr. \$1,299.46/ bi-weekly

(3) Park Operator -3 @ 36 hours a 40-week x 36 weeks x \$13.50/hr. = \$58,320 per yr.

#### **GOLF DEPARTMENT**

Golf Course Superintendent \$46,364.09 per yr. \$1,783.27/ bi-weekly

Club House Manager \$33,785.96 per yr. \$1,299.46/bi-weekly

Golf Course Labor 8300 hrs. x \$13 hr.= \$107,900

#### **AVIATION**

Airport Manager \$34087.82 per yr. \$1,311.07/ bi-weekly

#### **FIRE TERRITORY**

Fire Chief \$65,691.08 per yr. \$2,526.58 bi-weekly

(3) Asst. Chief \$55,857.10 per yr. \$2,148.35/ bi-weekly

(3) Captains \$52,709.02 per yr. \$2027.27 bi-weekly

(3) Mechanics \$50,351.08 per yr. \$1,936.58 bi-weekly

(2) Inspectors \$50,351.08 per yr. \$1,936.58/bi-weekly

(2) Investigators \$50,351.08 per yr. \$1,936.58/bi-weekly

(3) Lieutenants \$50,543.22 per yr. \$1,943.97/bi-weekly

(2) Training Officers \$50,351.08 per yr. \$1,936.58/bi-weekly

(12) Firefighters \$48,066.20 per yr. \$1,848.70/ bi-weekly

Overtime \$75,000

Specialty Pay \$1200 each @30

Specialty Certified Firefighter 16 @ @\$750 \$12000

Uniform Allowance \$38,750 / \$1250 per officer

#### **POLICE DEPARTMENT**

Police Chief \$65,691.08 per year/ \$2,526.58 bi-weekly

Asst. Chief \$57,841.16 per year/ \$2,224.66 bi-weekly

(2) Captains \$54,114.06 per year/ \$2081.31 bi-weekly

(6) Lieutenants \$53,372.02 per year/ \$2052.77 bi-weekly

(3) Sergeants \$52,171.08 per year/ \$2006.58 bi-weekly

(15) Patrolman \$50,065.08 per year/ \$1,925.58 bi-weekly

Specialty Pay 21 @ \$900 per specialty = \$18,900

Shift Differential \$16,657.00

(2) Clerk/Secretary \$33,370.10 per year \$1,398.85 bi-weekly

(1) Secretary 1 @ \$36,727.08 per year \$1,412.58 bi-weekly

(4) Crossing Guards@ \$6,000 each \$24,000 per year

Overtime \$36,500 per year

(28) Uniform Allowance \$28,000/ \$1000 per officer

#### **Pension**

Police Pension Secretary \$1850 per year

Fire Pension Secretary \$1850 per year

## FRINGE BENEFITS

### ALL FULL-TIME EMPLOYEES

1. Public Employees Retirement Fund- Employees pay 3% of wages, exclusive of Fire and Police Departments.

2. Group Health: City Health Insurance Program:  
Employee Participation:

- a. Single..... \$12.50 per pay
  - b. Employee & Once Dependent.....\$17.50 per pay
  - c. Family..... \$22.50 per pay
- This participation will be deposited directly to each employee's HSA.

Anthem Blue Cross/Blue Shield Health Insurance will be based on a 2-ties system: Single and Family. The deductibles will be \$3,000/Single and \$6,000/Family.

The Group Health insurance is a high deductible Health Savings Account (HSA). The HSA will be set up under each employee's name. This account will be the sole responsibility of the employee.

The City of Peru will contribute \$1,000/Single, \$1,500/Employee plus one Dependent and \$2,000/Family to each employee's HSA paid bi-annually. City funded HSA deposits will be made on the first pay in January and the first pay in July. City funded HSA deposits will be made as followed:

	SINGLE	EMPLOYEE + ONE	FAMILY
1 <sup>st</sup> January Pay	\$500.00	\$750.00	\$1,000.00
1 <sup>st</sup> July Pay	\$500.00	\$750.00	\$1,000.00

3. City Employees who use their personal vehicles for city business shall be compensated at the rate set per Federal Government.

4. Longevity Pay will be paid to each fulltime city employee excluding Firefighters and Police Officers as follows: After one year of service, all employees will be paid in ½ percent per year of service based on an employee's base pay. An increase in longevity will become payable each year on their anniversary date. If that date falls in the middle of a pay period, longevity needs to be prorated.

5. Firefighters and Police Officers will be paid according to the pay matrix as follows:

#### Firefighters:

Years of Service	Longevity %	Longevity Amount
1	0	0
2	0	0
3	0.5	242.66
4	0.5	485.33
5	0.5	727.99
6	1	1213.32
7	1	1698.64
8	1	2183.97
9	1	2669.30

10	1	3154.62
11	1.5	3882.61
12	1.5	4610.60
13	1.5	5338.59
14	1.5	6066.58
15	1.5	6794.57
16	2	7765.22
17	2	8735.88
18	2	9706.53
19	2	10,677.18
20	2	11,647.83

Police Officers:

Years of Service	Longevity %	Longevity Amount
1	0	0
2	0	0
3	0.5	250.32
4	0.5	500.65
5	0.5	780.97
6	1	1251.61
7	1	1752.26
8	1	2253.91
9	1	2753.55
10	1	3254.20
11	1.5	4005.16
12	1.5	4756.13
13	1.5	5507.10
14	1.5	6258.07
15	1.5	7009.04
16	2	8010.33
17	2	9011.62
18	2	10,012.91
19	2	11,012.91
20	2	12,015.49

6. Civil city employees (with the exception of firefighters and police) will accumulate 1 ½ hours of compensatory time for every hour they work over eight (8) hours in their workday, up to a maximum compensatory time bank of one hundred twenty (120) hours. Non-exempt firefighters and police will accumulate compensatory time in lieu of overtime owed in the designated work period at the rate of 1 ½ hours of compensatory time for every overtime hour worked, up to a maximum compensatory time bank of two hundred forty (240) hours. Any proposed compensatory time awards that do not fall within these guidelines (e.g., for agreeing to work hours or engage in work that is not typically within the employee's job duties or that results in the employee working extraordinary hours) must be approved in advance by their Department Head or Supervising Authority.

Once an employee has reached the maximum compensatory time accumulation, the employee will not receive additional compensatory time until the employee uses a portion of their compensatory time bank. Should the employee work overtime when their compensatory time bank is at the maximum level, the employee will receive overtime pay at the applicable overtime rate for those hours.

Employees will be permitted to use compensatory time within a reasonable period after making a request for compensatory time off if the time off does not unduly disrupt the operations. Requests for compensatory time off must be made in advance to the employee's supervisor, unless the need for compensatory time off is unforeseeable, in which case, employees must notify their supervisor of the need to use compensatory time off as soon as possible. Compensatory time use must be recorded on the employee's regular timecard. Pay for compensatory time off will be at the employee's applicable rate of pay at that time. Unused compensatory time will carry over from year to year.

Firefighters (non-exempt) shall be compensated at the employee's regular rate of pay until the total hours worked in a designated 28-day period exceeds 212 hours. All hours worked in excess of 212 hours in a designated 28-day period shall be paid at one-and-one half times the employee's regular rate. Only hours actually worked count toward the calculation of overtime. Police (non-exempt) shall be compensated at the employee's regular rate of pay until the total hours worked in a designated 8-hour workday exceed 8 hours. All hours worked in excess of 8 hours in a designated day shall be paid at one-and-one half the employee's regular rate of pay. Only hours actually worked count toward the calculation of overtime.

7. All Sanitation, Motor Vehicle Highway and Traffic Department employees shall receive \$300 per year Clothing Allowance; \$150 to be paid on the first pay in July and \$150 to be paid on the first pay in December. All Police employees shall receive \$1000 per year Clothing Allowance; \$500 paid in the first pay in July and \$500 to be paid in the first pay in December. Employee must work twelve months before receiving full amount of Clothing Allowance benefit.

8. . All Police employees shall receive \$1000 per year Clothing Allowance; \$500 paid in the first pay in July and \$500 to be paid in the first pay in December. Employee must work twelve months before receiving full amount of Clothing Allowance benefit.

9. All Fire employees shall receive \$1250 per year Clothing Allowance; \$625 paid in the first pay in July and \$625 to be paid in the first pay in December. Employee must work twelve months before receiving full amount of Clothing Allowance benefit.

10. The holidays for the city will be designated by the mayor for the succeeding calendar year by each December 20<sup>th</sup>. All full-time and seasonal full-time civil city employees are eligible to receive holiday pay. Part-time and temporary employees are not eligible. When it is necessary for a department to provide services on a holiday, that employee will receive regular compensation for the hours worked and will receive a substitute day off in lieu of the holiday during the same pay period as the holiday. Sanitation and Motor Vehicle Highway and employees must work the day before a holiday to take the holiday off with pay.

The City of Peru Police Department will follow the same holiday schedule outline in No.10 above. The City of Peru Fire Department follows a separate holiday policy and procedure in accordance with City ordinances and resolutions.

11. Firefighters will receive (7) Personal Days to be taken with the authorization of their supervisor. All other city employees will receive (4) personal days to be taken with the authorization of their supervisor.

12. The following Specialty Ares of pay for the Police Department are:

- (1) Information Technology Officer
- (2) Emergency Vehicle Operations Instructor
- (3) K- 9 Handler
- (4) Defensive Tactics Instructor
- (5) Firearms Instructor

- (6) Taser Instructor
- (7) Public Information Officer
- (8) OC Instructor
- (9) Used Certified field training Officers
- (10) DRE Certified Officer
- (11) SFST Instructor
- (12) Department Mechanic
- (13) Bilingual Specialist

Total of 21 Specialty pays.

Officers may elect additional for not more than (3) Special Training Areas with third being Certified Field training Officer. Pay is payable to officers upon successful completion, certification of each course of study and active training. All specialty Pay is \$900.00 per individual. All specialty training must be pre-approved by the Board of Works. Specialty Pay is to be paid on the first day of December.

**13.** The following Specialty Areas for the Fire Department are: (28) @ \$1200.00 each for EMT Specialty

**14.** All full-time employees will receive a \$25,000.00 Life Insurance Benefit (this benefit is non-transferable).

**15.** Police Shift Differential: The City will provide shift differential for those officers who are scheduled to work either 2<sup>nd</sup> or 3<sup>rd</sup> shift. Shift differential will only be paid when the 2<sup>nd</sup> or 3<sup>rd</sup> shift is actually worked. Any time off (vacations, personal days, comp time, etc.) will not be considered for shift differential. The differential will be paid at a rate of 50 cents per hour.

This ordinance shall be in full force and effect from and after 12:01 A.M. January 1, 2024.

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## **ORDINANCE 25-2023**

### **AN ORDINANCE ESTABLISHING THE 2024 SALARIES OF ALL ELECTED OFFICIALS OF THE CITY OF PERU INDIANA**

**NOW, THEREFORE, BE IT ORDAINED BY THE COMMON COUNCIL OF THE CITY OF PERU, INDIANA:**

**Section 1.** That in conformity with the provisions of I.C. 36-45-7-52, the Common Council of the City of Peru, Indiana hereby establishes the annual salaries of the following elected officials of the City of Peru, Indiana, effective from January 1, 2024, through December 31, 2024, payable from the General Fund of the City, as follows, to wit:

#### **MAYOR**

\$45,043.96 per yr. \$1732.46 bi-weekly

#### **CLERK-TREASURER**

\$43,483.92 \$ 1672.42 bi-weekly

**COMMON COUNCIL**

(7) Council Members @7116/per year \$593.00 Monthly

**Section 2.** This ordinance shall be in full force and effect from and after its passage by the Common Council and approval by the Mayor, and shall be effective as to the salaries provided herein on and January 1, 2024

Notice:

- If you are hearing impaired and require special hearing devices for this meeting, please notify us in advance of the meeting.
- If you require an interpreter for this meeting, please notify us in advance.